

**MINUTES OF THE SPECIAL COMMISSION MEETING of the City of St. Augustine Beach, Florida, held on Monday, April 21, 2008, in the Commission Chambers of City Hall, 2200 A1A South, St. Augustine Beach, Florida.**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**II. ROLL CALL**

**Present: Commissioner Don Terrill, Commissioner Edward George, Commissioner Frank Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

**Also present: Acting City Attorney Ron Bosanko, City Manager Max Royle, Police Chief Richard Hedges, Public Works Director Marc Chattin, Building and Zoning Director Gary Larson, and Recording Secretary Sharon Widdifield.**

**IV. REVIEW OF ITEMS CARRIED OVER FROM COMMISSION'S APRIL 7, 2008 REGULAR MEETING**

**A. Review of Proposed Ordinance to Change Mixed Use Zoning Requirements**

Mr. Bosanko read Ordinance 07-13 by title only on first reading.

Mr. Larson requested that this ordinance be tabled, as the Department of Community Affairs has asked for an amendment. The City, he said, is once again in the coastal high hazard area, which will affect density requirements.

**Motion: to table Ordinance 07-13, Action: Table, Moved by Commissioner Frank Charles, Seconded by Vice Mayor Brud Helhoski.**

**Vote: Motion carried by unanimous voice vote (summary: Yes = 5).**

**Yes: Commissioner Don Terrill, Commissioner Edward George, Commissioner Frank Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

**B. Citizen Participation at Public Meetings: Consideration of Resolution to Oppose State-Mandated Uniform Requirements**

Mr. Royle said that the initial proposal has been amended so that the state-mandated procedures can be tailored to the cities' needs.

Commissioner Charles said that the Commission needed to see the full proposal.

Mr. Royle suggested doing nothing at this time and said he may have more information by the next meeting. There was no opposition to that suggestion.

**C. Ordinance 08-05, First Reading, to Amend Section 8-4 of the City Code to Conform with Section 99.061, Florida Statutes, Concerning**

**the Establishing of the Period of Time for Qualifying as a Candidate  
for the City Commission**

Mr. Bosanko read Ordinance 08-05 by title only.

**Motion: to approve Ordinance 08-05 , Action: Approve, Moved by Frank Charles,  
Seconded by Commissioner Don Terrill.**

**Vote: Motion carried by unanimous voice vote (summary: Yes = 5).**

**Yes: Commissioner Don Terrill, Commissioner Edward George, Commissioner Frank  
Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

**D. Collection of Yard Trash/Special Wastes: Consideration of Deleting  
Prohibition Against Placing Such at the Curb More Than 24 Hours  
Before Day of Collection**

There was discussion of what items could be left out for collection without affecting the appearance of the City.

Mr. Chattin said that white goods are the only problem, as other items are picked up with regular household trash. The special collection, he said, can only be done on Wednesdays, because the employees are not doing household collections that day.

**Motion: to delete the 24-hour prohibition for placement of special wastes , Moved by  
Commissioner Frank Charles, Seconded by Commissioner Edward George.**

**Vote: Motion carried by unanimous voice vote (summary: Yes = 5).**

**Yes: Commissioner Don Terrill, Commissioner Edward George, Commissioner  
Frank Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

**E. Building C, City Hall Complex: Consideration of Uses for It After Post  
Office is Moved**

Mr. Bosanko read a letter from the President of the Chamber of Commerce expressing interest in subletting a part of the building if the Civic Association leases the building.

All the Commissioners reported receiving a phone call from Andrea Samuels on this issue.

Commissioner Terrill asked about the possibility of having elections there, and Mr. Royle explained that early elections can tie up the City's meeting rooms for several weeks, so use of that building could help.

Commissioner George objected to giving up available space and to carry City documents off site. Other office space is available, he said for the Civic Association to rent.

Robert Samuels of the Civic Association said that while they had no formal proposal at this time, he believed they could pay \$400 a month. He felt it would be a benefit to the community to have the Chamber offices and an information center there.

Commissioner George commented that the City gives \$5,000 to the Association for concerts and would then receive \$4,800 back in rent, so in effect, it would not add to the City's revenues.

Commissioner Terrill said that more information on costs, space needed, etc. were needed.

Mayor O'Brien stated that using the space for document storage would be a waste.

Commissioner George felt that the City should advertise for bids from other non-profits, etc.

Vice Mayor Helhoski commented that bids from profit and non-profit groups could generate enough money to help remodel the old garage for the Civic Association. Ms. Samuels said that renovating the building would cost at least \$60,000

It was agreed to advise staff to get bids on leasing the building.

Patricia Gill, 218 B Street, noted that there are many empty offices in the City, and the City should not be in competition with businesses in leasing space. She commented that organizations who want to use the City's meeting room are often denied space because of elections and use by other organizations. She felt the City should be careful in giving away government offices and urged providing meeting space for citizens.

## **REQUEST BY MAYOR O'BRIEN**

Mayor O'Brien asked if the restroom construction at A Street could be expedited, because the Pit Surf Shop was being inconvenienced. Mr. Chattin advised that measures have already been taken, such as waiving bid requirements and working on only one parking area at a time. Utility connections, he said, must be made and a retaining wall constructed for the surf shop, etc. before building can start. Mr. Chattin said the goal for completion is Memorial Day.

Vice Mayor Helhoski asked about using the plazas on 1st Street for parking, and Mr. Chattin said that with signs, trash receptacles and a little barricade work they could accommodate approximately 40 cars. He said the current ordinance prohibits parking there, so that ordinance would have to be repealed.

Mayor O'Brien asked that a temporary sign be put up calling attention to the fact that the Pit Surf Shop is open.

## **V. FISCAL YEAR 2008 BUDGET**

### **A. Consideration of Budget Resolutions**

**Motion: to approve Budget Resolution 08-06 , Action: Approve, Moved by Commissioner Frank Charles, Seconded by Commissioner Don Terrill.**

**Vote: Motion carried by unanimous voice vote (summary: Yes = 5).**

**Yes: Commissioner Don Terrill, Commissioner Edward George, Commissioner Frank Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

**Motion: to approve Budget Resolution 08-07, Action: Approve, Moved by Commissioner Frank Charles, Seconded by Vice Mayor Brud Helhoski.**

**Vote: Motion carried by unanimous voice vote (summary: Yes = 5).**

**Yes: Commissioner Don Terrill, Commissioner Edward George, Commissioner Frank Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

**Motion: to approve Budget Resolution 08-08, Action: Approve, Moved by Commissioner Frank Charles, Seconded by Commissioner Edward George.**

**Vote: Motion carried by unanimous voice vote (summary: Yes = 5).**

**Yes: Commissioner Don Terrill, Commissioner Edward George, Commissioner Frank Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

**Motion: to approve Budget Resolution 08-09, Action: Approve, Moved by Commissioner Frank Charles, Seconded by Commissioner Don Terrill.**

**Vote: Motion carried by unanimous voice vote (summary: Yes = 5).**

**Yes: Commissioner Don Terrill, Commissioner Edward George, Commissioner Frank Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

**Motion: to approve Budget Resolution 08-10, Action: Approve, Moved by Commissioner Frank Charles, Seconded by Vice Mayor Brud Helhoski.**

**Vote: Motion carried by unanimous voice vote (summary: Yes = 5).**

**Yes: Commissioner Don Terrill, Commissioner Edward George, Commissioner Frank Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

#### **B. Review of FY 08 Budget to Date**

Ms. Burns, the City's Finance Director, explained that while revenues are low, expenditures are also low, because the City has not spent as much as in previous years. She also explained that the Property Appraiser's Office is still working on assessment figures so revenue from property taxes can be estimated..

There was discussion of the reasons for revenue and expenditure reductions. Commissioner Terrill noted that revenues are down 11-12%, and expenditures are down 22%, so the City should finish the year in the black.

Ms. Burns said that if no special projects are taken out of the Emergencies and Contingencies account, there will be money left for reserves.

#### **VI. CONSIDERATION OF GUIDELINES FOR PREPARATION OF FY 09 BUDGET**

Commissioner Charles asked what the net savings would be if actions are taken regarding garbage collection. He felt that the City may need to cut services, including special pickups being done twice a month instead of weekly and putting the Building Department on a part-time basis.

Commissioner Terrill felt that citizens would object to cuts in their trash collection service. He suggested that a bare-bones budget be prepared first.

Commissioner George felt that the City Manager should make the initial recommendations for cuts. Mr. Royle said he needed guidance before he does that. Commissioner George said that cost and savings numbers are needed, in addition to a list of items suggested for cuts. He commented that some expensive programs, such as Christmas lighting, might have to be reduced at least for the next year, but he cautioned against cutting programs that may be needed again in the future.

Mr. Chattin said that preparing and putting up the lights on posts is expensive, and Commissioner George suggested putting the lights only on trees this year.

Vice Mayor Helhoski suggested that department heads discuss employee health insurance with their employees to determine what changes could be made to reduce costs.

Commissioner Terrill noted that there will be a referendum on the ballot for a 1/2 mill levy for land purchase. He said that it would take a barebones budget to get people to vote for that.

Patricia Gill, 218 B Street, commented that one reason for the City's original incorporation was to gain garbage pickup, and that is historically important to citizens. She asked that each department go back to their 2007-2008 budget. She also suggested the 2<sup>nd</sup> Avenue drainage project and all other capital improvements be shown in the budget and not taken from reserves.

Mayor O'Brien reported that the Fiscal Year 09 capital outlay plan is available now.

## **VII. ADJOURNMENT**

**Motion: to adjourn , Action: Adjourn, Moved by Commissioner Frank Charles, None seconded.**

**Vote: Motion carried by unanimous voice vote (summary: Yes = 5).**

**Yes: Commissioner Don Terrill, Commissioner Edward George, Commissioner Frank Charles, Mayor Rich O'Brien, Vice Mayor Brud Helhoski.**

The meeting was adjourned at 8:05 p.m.

MINUTES APPROVED AT REGULAR COMMISSION MEETING MAY 5, 2008

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Mayor – Commissioner

ATTEST:

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City Manager