

CITY OF FORT PIERCE

CONFERENCE AGENDA

Conference Agenda Meeting - Monday, November 14, 2016 - 8:30 a.m.

City Hall - 2nd Floor Conference Room, 100 North U.S. #1, Fort Pierce, Florida

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **New Business**
 - A. A.E. Backus Gallery & Museum Expansion Update
 - B. Presentation of Proposed VIEVU Body Worn Camera System - Chief of Police
 - C. Review of Nuisance Abatement Activities - City Attorney
 - D. Proposed Rental Property Ordinance - City Manager
 - E. 2015-2016 Policy Calendar Update - City Manager
5. **Adjournment**

City Commission Conference Agenda

Agenda Item # 4. A.

Meeting Date: 11/14/2016

Re: Backus Museum Expansion

Submitted For: Nick Mimms, City Manager, City Manager

SUBJECT:

A.E. Backus Gallery & Museum Expansion Update

Attachments

Presentation

Site Plan

Veterans Memorial Park

Form Review

Inbox

City Manager

City Manager

Form Started By: Jennifer Robinson

Reviewed By

Date

Started On: 10/27/2016 01:00 PM

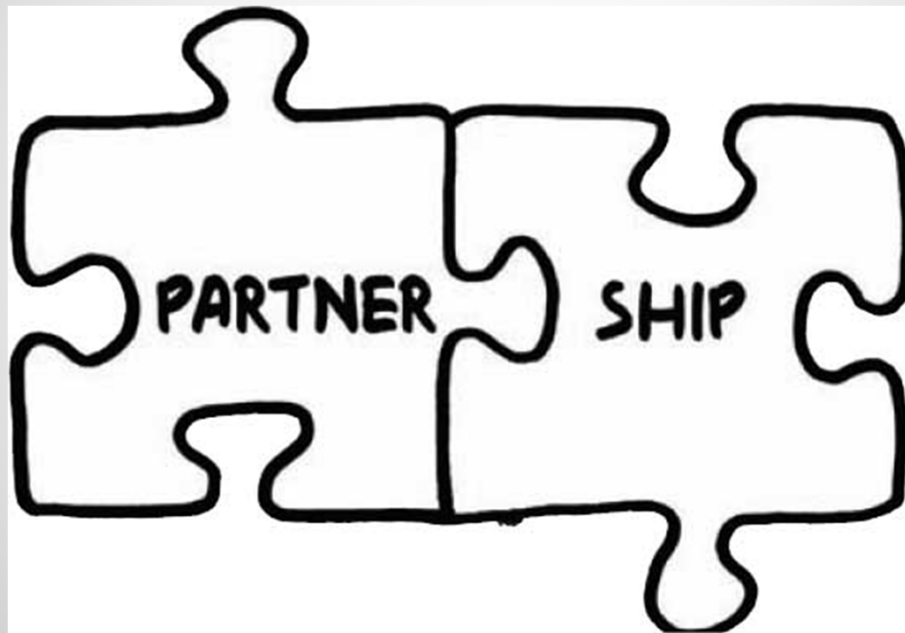
The A.E. Backus Museum of Art Building Dreams Since 1960

Presentation to the Ft. Pierce City Commission

November 14, 2016 8:00 AM

By Kathleen Piowaty Fredrick, Executive Director

Since 1960 We Have Operated
With a Four Page Lease



It Has Been a Win/Win Partnership
Based Upon Trust

The Original Gallery of Ft. Pierce Opened in 1961



A. E. Backus envisioned Public Art in this 1959 Conceptual Design Painting

1988- 1990 Expansion Project



Built Without Any Revision to the 1960 Lease

NINE Years of Wrangling and a Mountain of Paperwork Later



City Commission signs 46 page lease for
2.1 acres of land

We Had A Dream



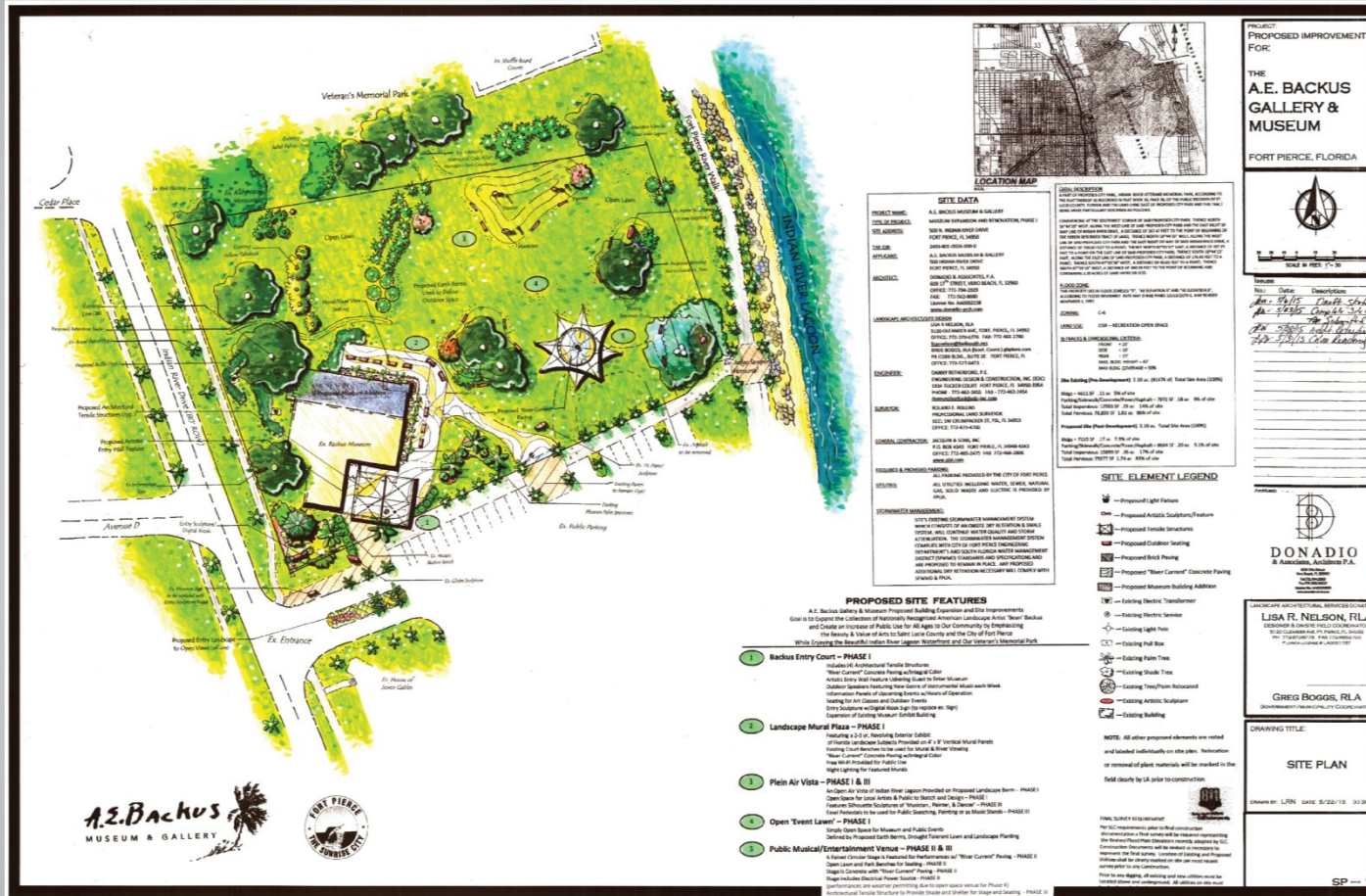
Estimate Cost \$2.5 Million Dollars

Then the Economy Collapsed



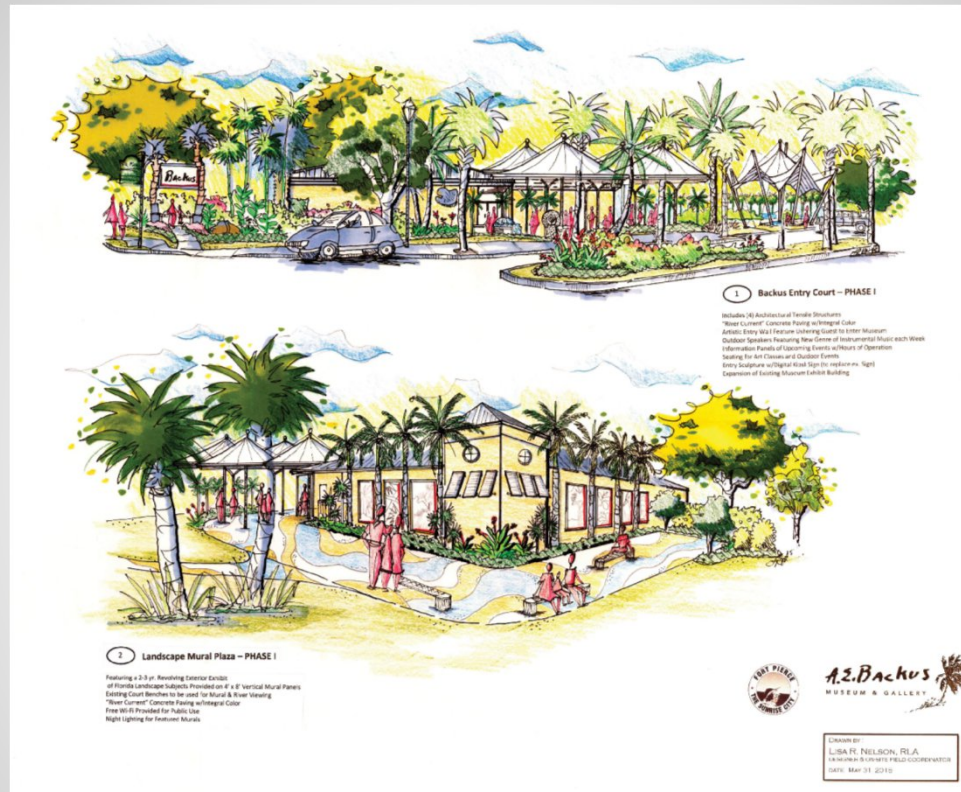
We could not afford to
build our dream plan

We Created a New Dream



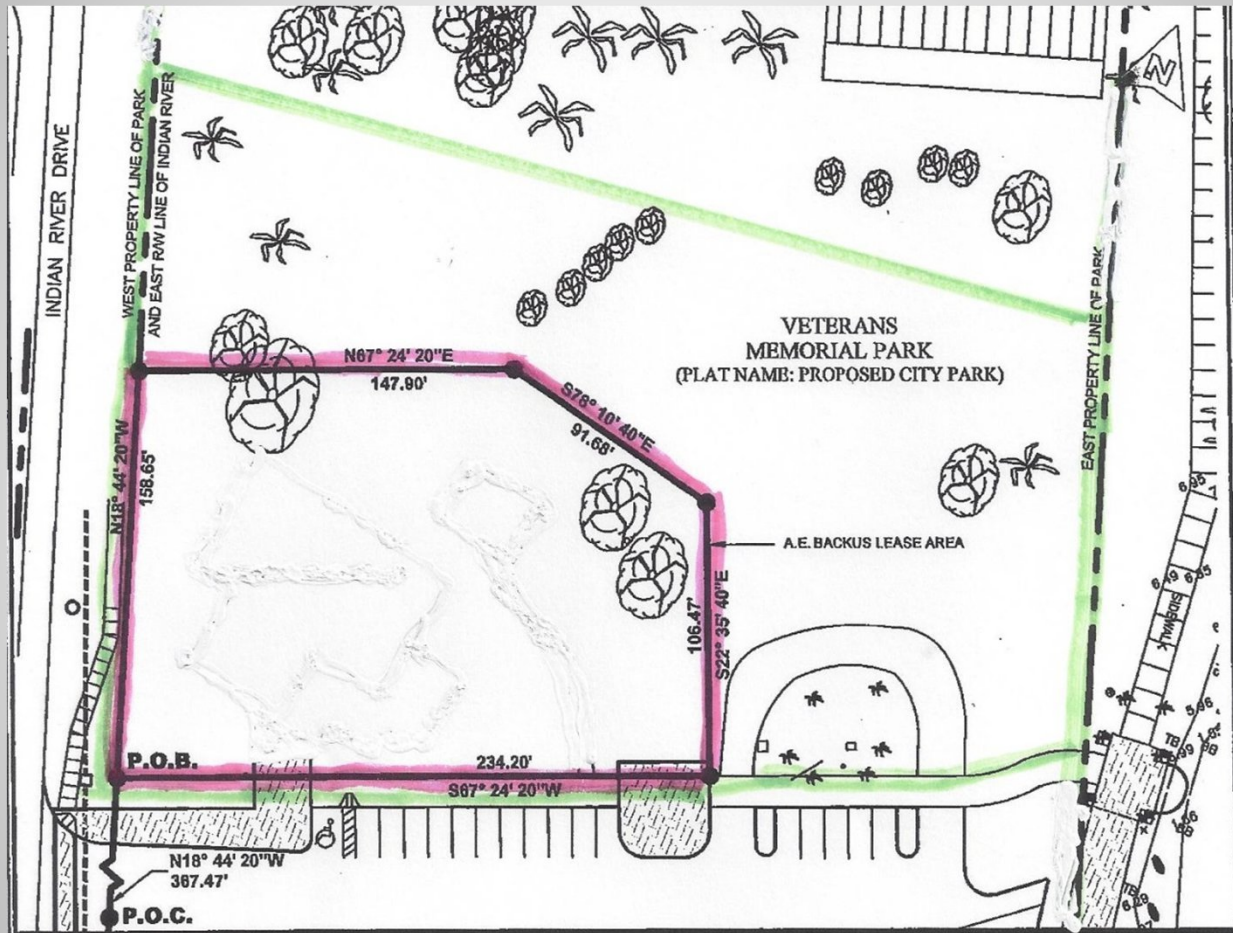
2.1 Acre Site Plan Approved by City Planning and Building Departments, Spring of 2016

A Better Dream A More Inclusive Museum



Featuring Public Art and Public Space
Never Considered in the First Dream

City Staff Suggests



2.1 Acre Area Leased with Improved Area, Highlighted in Pink, Insured by Museum for Liability

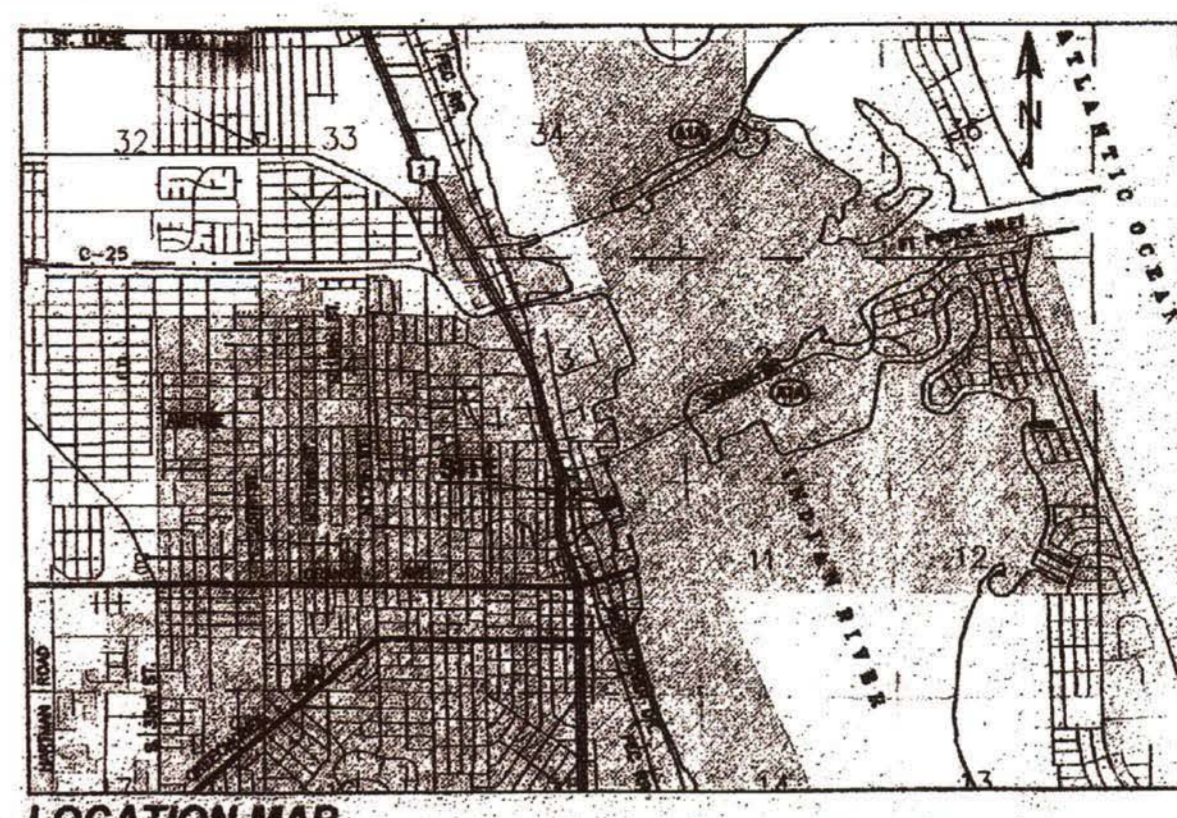
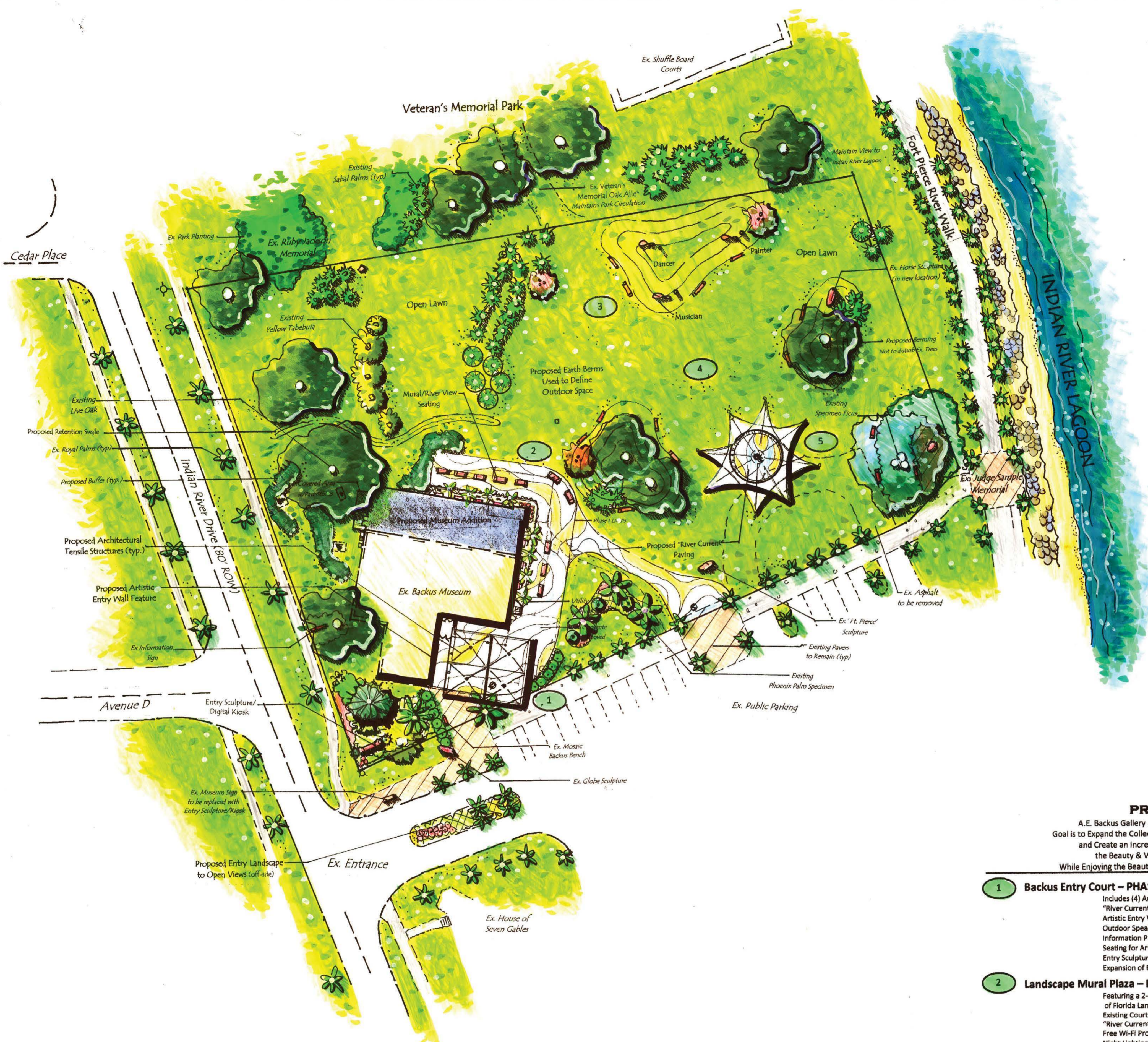
We Aren't Done Growing

- Still Need a Dedicated Highwaymen Wing
- Still Need an Outdoor Performance Venue
- Still Need Interactive Playground Equipment
- Still Need More Sculpture in the Park
- Still Need a Backus History Trail in Ft. Pierce

Original Warranty Deed going back to 1958 reserves the park's land for public use and access.

Working Together We Can Accomplish It All

- The A.E. Backus Museum has been a reliable partner with the City of Ft. Pierce for 56 years.
- The Current project is a \$1.4 million investment in the City. Only LOCAL contractors were used.
- The Museum has always fulfilled its commitments to the City and the community.
- The Museum will continue to be a good City partner long into the future.
- The Museum requests the Commission approve an amended lease to reflect the current project's parameters and room for future expansion.
- The Museum requests the City's assistance with the development of an outdoor performance venue and a future expansion to house a full Highwaymen exhibition wing with multi-media components and interactive exhibits.

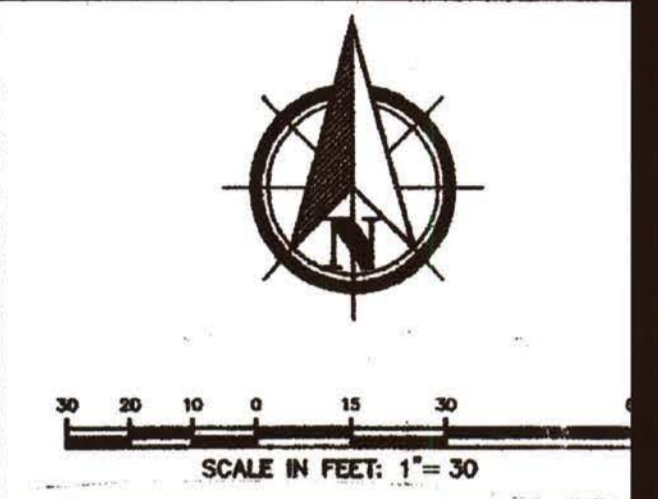


SITE DATA

PROJECT NAME: A.E. BACKUS MUSEUM & GALLERY
TYPE OF PROJECT: MUSEUM EXPANSION AND RENOVATION, PHASE I
SITE ADDRESS: 500 N. INDIAN RIVER DRIVE FORT PIERCE, FL 34950
TAX ID#: 2403-801-0026-000-0
APPLICANT: A.E. BACKUS MUSEUM & GALLERY 500 INDIAN RIVER DRIVE FORT PIERCE, FL 34950
ARCHITECT: DONADIO & ASSOCIATES, P.A. 609 17TH STREET, VERO BEACH, FL 32960 OFFICE: 772-794-2929 FAX: 772-562-8600 License No. AA0002238 www.donadio-arch.com
LANDSCAPE ARCHITECT/SITE DESIGN: LISA R. NELSON, RLA 5120 OLEANDER AVE. FORT PIERCE, FL 34982 OFFICE: 772-370-6776 FAX: 772-465-2790 lisanelson@bellsouth.net GREG BOGGS, RLA (Govt. Coord.) gtblans.com PB COBB BLDG., SUITE 2E FORT PIERCE, FL OFFICE: 772-577-6473
ENGINEER: DANNY RETHERFORD, P.E. ENGINEERING DESIGN & CONSTRUCTION, INC. (EDC) 1934 TUCKER COURT FORT PIERCE, FL 34950-3954 PHONE - 772-462-2455 FAX - 772-462-2454 dannyrethorford@edc-inc.com
SURVEYOR: ROLAND E. ROLLINS PROFESSIONAL LAND SURVEYOR 3221 SW CRUMPACKER ST, PSL, FL 34953 OFFICE: 772-873-4700
GENERAL CONTRACTOR: JACQUIN & SONS, INC. P.O. BOX 4343 FORT PIERCE, FL 34948-4343 OFFICE: 772-465-2475 FAX 772-466-2806 www.jbsl.com
REQUIRED & PROVIDED PARKING: ALL PARKING PROVIDED BY THE CITY OF FORT PIERCE
UTILITIES: ALL UTILITIES INCLUDING WATER, SEWER, NATURAL GAS, SOLID WASTE AND ELECTRIC IS PROVIDED BY FPLA.
STORMWATER MANAGEMENT: SITE'S EXISTING STORMWATER MANAGEMENT SYSTEM WHICH CONSISTS OF AN ONSITE DRY RETENTION & SWALE SYSTEM, WILL CONTINUE WATER QUALITY AND STORM ATTENUATION. THE STORMWATER MANAGEMENT SYSTEM COMPLIES WITH CITY OF FORT PIERCE ENGINEERING DEPARTMENT'S AND SOUTH FLORIDA WATER MANAGEMENT DISTRICT (SFWMD) STANDARDS AND SPECIFICATIONS AND ARE PROPOSED TO REMAIN IN PLACE. ANY PROPOSED ADDITIONAL DRY RETENTION NECESSARY WILL COMPLY WITH SFWMD & FPLA.

LEGAL DESCRIPTION
 A PART OF PROPOSED CITY PARK, INDIAN RIVER VETERANS MEMORIAL PARK, ACCORDING TO THE PLAT THEREOF AS RECORDED IN PLAT BOOK 10, PAGE 38, OF THE PUBLIC RECORDS OF ST. LUCIE COUNTY, FLORIDA AND THE LAND LYING EAST OF PROPOSED CITY PARK AND THIS TRACT BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:
 COMMENCING AT THE SOUTHWEST CORNER OF SAID PROPOSED CITY PARK; THENCE NORTH 18°44'20" WEST, ALONG THE WEST LINE OF SAID PROPOSED CITY PARK AND THE EAST RIGHT OF WAY LINE OF INDIAN RIVER DRIVE, A DISTANCE OF 367.47 FEET TO THE POINT OF BEGINNING OF THE HEREBY DESCRIBED TRACT OF LAND; THENCE NORTH 89°44'20" WEST, ALONG THE WEST LINE OF SAID PROPOSED CITY PARK AND THE EAST RIGHT-OF-WAY OF SAID INDIAN RIVER DRIVE, A DISTANCE OF 290.00 FEET TO A POINT; THENCE NORTH 82°01'57" EAST, A DISTANCE OF 387.85 FEET TO A POINT ON THE EAST LINE OF SAID PROPOSED CITY PARK; THENCE SOUTH 18°44'21" EAST, ALONG THE EAST LINE OF SAID PROPOSED CITY PARK, A DISTANCE OF 176.48 FEET TO A POINT; THENCE SOUTH 47°26'56" WEST, A DISTANCE OF 45.03 FEET TO A POINT; THENCE SOUTH 67°24'18" WEST, A DISTANCE OF 340.59 FEET TO THE POINT OF BEGINNING AND CONTAINING 2.10 ACRES OF LAND MORE OR LESS.
FLOOD ZONE: THIS PROPERTY LIES IN FLOOD ZONE(S) "X", "AE ELEVATION 5' AND "VE ELEVATION 8"; ACCORDING TO FLOOD INSURANCE RATE MAP (FIRM) PANEL 12111C0179 G, MAP REVISED NOVEMBER 4, 1992.
ZONING: C-6
LAND USE: OSR - RECREATION OPEN SPACE
SETBACKS & DIMENSIONAL CRITERIA: FRONT = 25' SIDE = 10' REAR = 15' MAX. BLDG. HEIGHT = 45' MAX BLDG. COVERAGE = 50%
Site Existing (Pre-Development) 2.10 ac. (91476 sf) Total Site Area (100%)
 Bldgs = 4611 SF .11 ac 5% of site
 Parking/Sidewalk/Concrete/Paver/Asphalt = 7972 SF .18 ac 9% of site
 Total Impervious: 12583 SF .29 ac 14% of site
 Total Pervious: 78,893 SF 1.81 ac 86% of site
Proposed Site (Post-Development) 2.10 ac. Total Site Area (100%)
 Bldgs = 7215 SF .17 ac 7.9% of site
 Parking/Sidewalk/Concrete/Paver/Asphalt = 8684 SF .20 ac 9.1% of site
 Total Impervious: 15899 SF .36 ac 17% of site
 Total Pervious: 75577 SF 1.74 ac 83% of site

PROJECT:
PROPOSED IMPROVEMENTS FOR:
THE A.E. BACKUS GALLERY & MUSEUM
 FORT PIERCE, FLORIDA



Issues:

No.	Date	Description
1	5/6/15	Draft Sketch
2	5/13/15	Complete Site Plan
3	5/20/15	Add Setbacks
4	5/13/15	Client Revisions

SITE ELEMENT LEGEND

- Proposed Light Fixture
- Proposed Artistic Sculpture/Feature
- Proposed Tensile Structures
- Proposed Outdoor Seating
- Proposed Brick Paving
- Proposed "River Current" Concrete Paving
- Proposed Museum Building Addition
- Existing Electric Transformer
- Existing Electric Service
- Existing Light Pole
- Existing Pull Box
- Existing Palm Tree
- Existing Shade Tree
- Existing Tree/Palm Relocated
- Existing Artistic Sculpture
- Existing Building

PROPOSED SITE FEATURES
 A.E. Backus Gallery & Museum Proposed Building Expansion and Site Improvements
 Goal is to Expand the Collection of Nationally Recognized American Landscape Artist 'Beau' Backus and Create an Increase of Public Use for All Ages to Our Community by Emphasizing the Beauty & Value of Arts to Saint Lucie County and the City of Fort Pierce
 While Enjoying the Beautiful Indian River Lagoon Waterfront and Our Veteran's Memorial Park

- 1 Backus Entry Court - PHASE I**
 Includes (4) Architectural Tensile Structures
 "River Current" Concrete Paving w/Integral Color
 Artistic Entry Wall Feature Ushering Guest to Enter Museum
 Outdoor Speakers Featuring New Genre of Instrumental Music each Week
 Information Panels of Upcoming Events w/Hours of Operation
 Seating for Art Classes and Outdoor Events
 Entry Sculpture w/Digital Kiosk Sign (to replace ex. Sign)
 Expansion of Existing Museum Exhibit Building
- 2 Landscape Mural Plaza - PHASE I**
 Featuring a 2-3 yr. Revolving Exterior Exhibit of Florida Landscape Subjects Provided on 4' x 8' Vertical Mural Panels
 Existing Court Benches to be used for Mural & River Viewing
 "River Current" Concrete Paving w/Integral Color
 Free Wi-Fi Provided for Public Use
 Night Lighting for Featured Murals
- 3 Plein Air Vista - PHASE I & III**
 An Open Air Vista of Indian River Lagoon Provided on Proposed Landscape Berm - PHASE I
 Open Space for Local Artists & Public to Sketch and Design - PHASE I
 Features Silhouette Sculptures of "Musician", Painter, & "Dancer" - PHASE III
 Easel Pedestals to be used for Public Sketching, Painting or as Music Stands - PHASE III
- 4 Open 'Event Lawn' - PHASE I**
 Simply Open Space for Museum and Public Events
 Defined by Proposed Earth Berms, Drought Tolerant Lawn and Landscape Planting
- 5 Public Musical/Entertainment Venue - PHASE II & III**
 A Raised Circular Stage is Featured for Performances w/ "River Current" Paving - PHASE II
 Open Lawn and Park Benches for Seating - PHASE II
 Stage is Concrete with "River Current" Paving - PHASE II
 Stage includes Electrical Power Source - PHASE II
 (performances are weather permitting due to open space venue for Phase II)
 Architectural Tensile Structure to Provide Shade and Shelter for Stage and Seating - PHASE III

NOTE: All other proposed elements are noted and labeled individually on site plan. Relocation or removal of plant materials will be marked in the field clearly by LA prior to construction.

FINAL SURVEY REQUIREMENT:
 Per SLC requirements prior to final construction documentation a final survey will be required representing the Revised Flood Plain Elevations recently adopted by SLC. Construction Documents will be revised as necessary to represent the final survey. Location of Existing and Proposed Utilities shall be clearly marked on site per most recent survey prior to any construction.
 Prior to any digging, all existing and new utilities must be located above and underground. All utilities on site must



Architects:

DONADIO & Associates, Architects P.A.
 609 17th Street
 Vero Beach, FL 32960
 1472-294-2880
 Fax: 772-562-8600
 License No. AA0002238
 www.donadio-arch.com

LANDSCAPE ARCHITECTURAL SERVICES DONATE

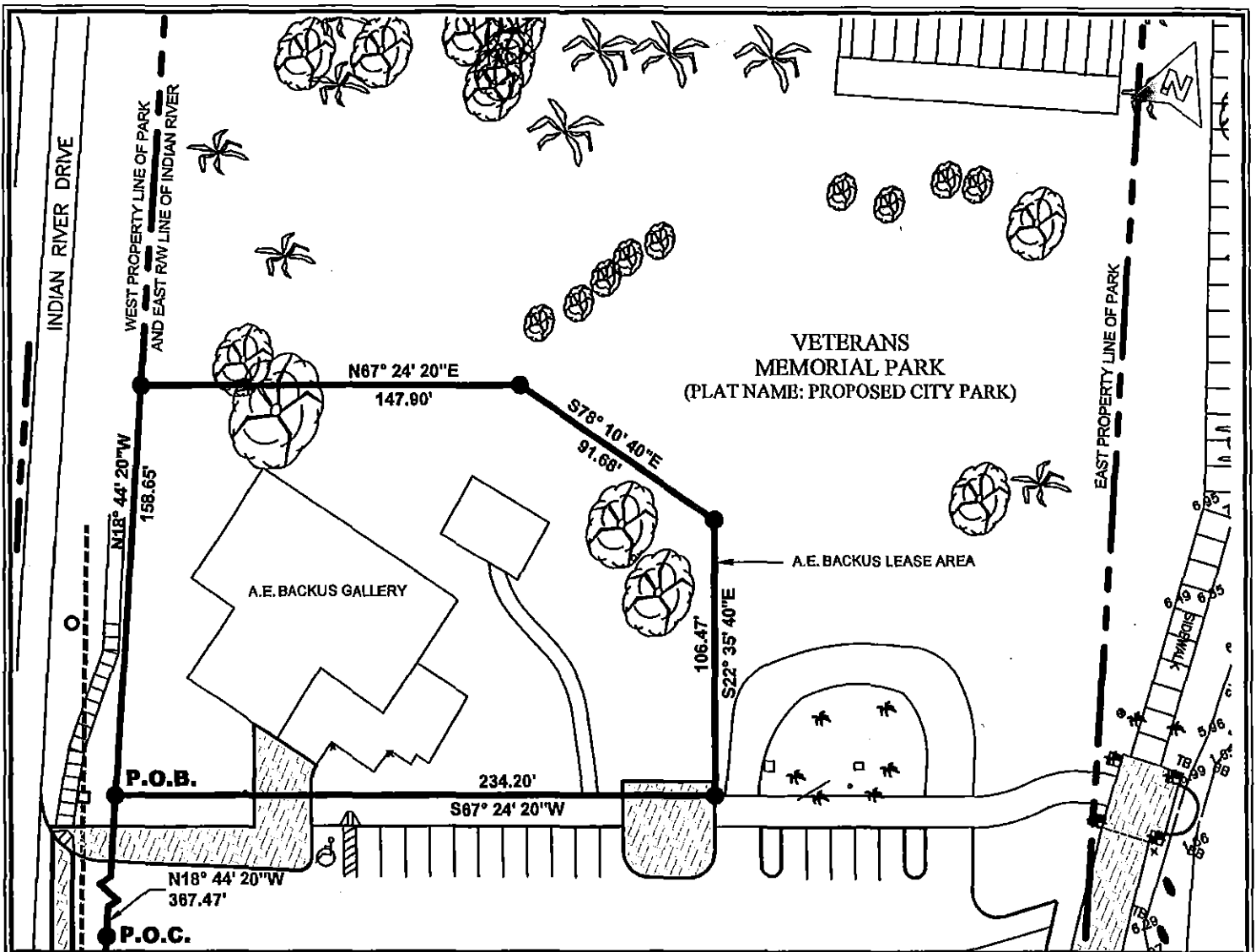
LISA R. NELSON, RLA
 DESIGNER & ON-SITE FIELD COORDINATOR
 5120 OLEANDER AVE. FT. PIERCE, FL 34982
 PH 772-370-6776 FAX 772-465-2790
 FLORIDA LICENSE # LA0001757

GREG BOGGS, RLA
 GOVERNMENT/MUNICIPALITY COORDINATOR

DRAWING TITLE:

SITE PLAN

DRAWN BY: LRN DATE: 5/22/15 3050



LEGAL DESCRIPTION:

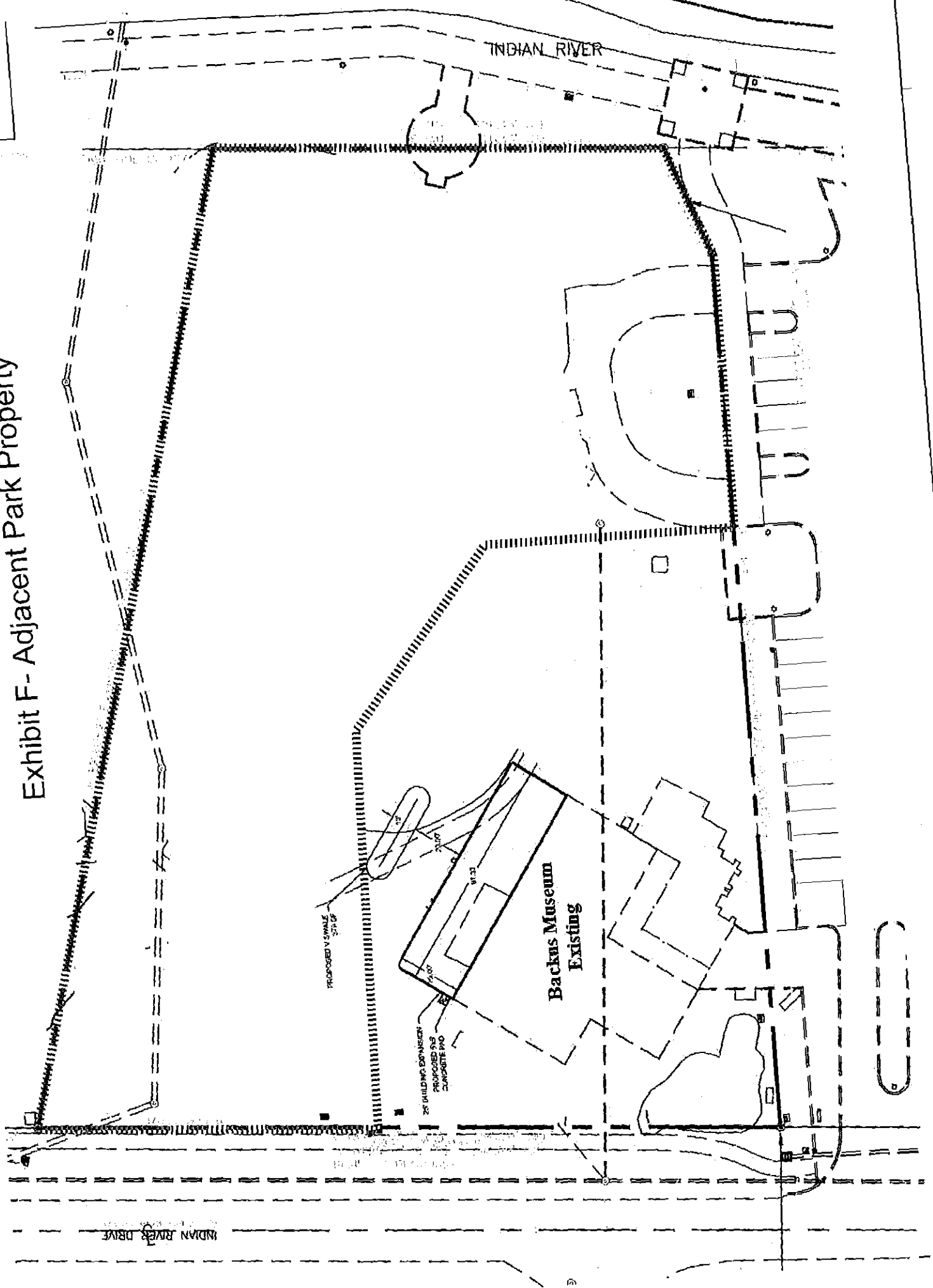
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THIS IS NOT A SURVEY

C:\Engineering\CADD Files\Drawings\Legals\PROPOSED BACKUS GALLERY LEASE 2016.dwg

Exhibit F- Adjacent Park Property



City Commission Conference Agenda

Agenda Item # 4. B.

Meeting Date: 11/14/2016

Re: Body Worn Camera Proposal

Submitted For: Diane Hopley-Burney, Chief of Police, Police Department

SUBJECT:

Presentation of Proposed VIEVU Body Worn Camera System - Chief of Police

Attachments

Agenda Item Summary

Proposal

Optional Equipment

Policy

Form Review

Inbox

City Manager

Form Started By: Frank Amandro

Reviewed By

Date

Started On: 11/08/2016 01:48 PM

Submitted For: Diane Hobley-Burney, Chief of Police, Police Department

SUMMARY:

The police department is presenting a proposal from Safariland to purchase a subscription for their VIEVU Body Worn Camera system with the Auto Activation Holster feature in the amount not to exceed four hundred and fifty thousand dollars (\$450,000). The proposal provides the police department with one hundred (100) Body Worn Cameras, Unlimited Video Storage and Digital Evidence Management Solutions, and Auto Activation Holsters. The proposal is a five (5) year contract; the subscription cost is seventy-five dollars (\$75.00) per Police Officer (100 Cameras @ \$7,500 per month, \$90,000 per year), which includes all of the following items at no additional cost:

- 100 LE4 Cameras (includes charging cables, clips, and mounts)
- 100 Safariland 7TS Series Auto-Activation Duty Holsters
- 100 Car Kits (\$3,900 savings)
- 10 Docking Stations (\$13,500 savings)
- 3 Automated Redaction Licenses (\$12,000 a year savings)
- Unlimited SD Video Storage
- Technology Refresh at 30th month (Replace 100 cameras and 100 holsters to current technology)
- Full Hardware Warranty
- Space Stock Inventory
- Maintenance & 24/7 Technical Support Services
- Free CAD/RMS Integration

The pre-record function on the VIEVU is thirty (30) seconds; meaning that the camera is constantly running and when the system is either activated by the officer or the Auto-Activation Holster, the system automatically captures and records the previous thirty (30) seconds and the entire event until the officer turns the system off. The Auto-Activation Holster is a function wherein anytime an officer pulls his or her duty weapon, the system is instantly activated by an internal switch built within the holster and automatically captures and records the previous thirty (30) seconds and the entire event until the officers turns the system off. VIEVU is the only Body Worn Camera system on the market that has this Auto-Activation Holster functionality. The proposal provides for Unlimited Video Storage via a Cloud based storage system that is operated and accessed by a Digital Evidence Management system that ensures the chain of custody. Each officers events (videos) are automatically uploaded at the end of their shift when the camera is placed in the docking station. The ability to access, view, delete and/or copy videos is protected and tracked by a strict administrative rights protocol. All videos will be retained pursuant to the Public Records Retention laws. This Cloud based storage and management system is also Criminal Justice Information Services (CJIS) compliant.



Customer: Fort Pierce PD

Updated: 10/13/2016

A. PAYMENT SCHEDULE FOR INITIAL FIVE YEAR TERM:

DESCRIPTION	TOTAL AMOUNT DUE
First Monthly Payment	\$7,500
Recurring Monthly Payments	\$7,500

B: PRICE BREAKDOWN

PRICE BREAKDOWN FOR INITIAL IMPLEMENTATION			
Description	Unit Price	Qty	Total Price
Body Worn Cameras, Including Unlimited SD VIEVU Camera Video Storage, Software License, Hosting, Storage, Warranty, Technology Refresh, Spare Stock Inventory, Emergency Stock, Escrow Fees, Maintenance and Technical Support Services, 1 VIEVU Multi Dock per 10 subscriptions, and 1 Safariland 7TS Series Auto Activation Duty Holster per subscription	\$75.00 per Month	100	\$7,500
Car Kits	\$0.00	100	\$0
Automated Video Redaction Licenses	\$0.00	3	\$0

C: OPTIONAL YEARS TO RENEW

Description	Monthly Fee	Total Price
OTR 1 - Hardware Warranty, Software License, Hosting, Storage, Software Escrow Fees, Maintenance and Technical Support Services (Years 6, 7, 8, 9 & 10)	\$7,500	\$450,000
OTR 2 - Hardware Warranty, Software License, Hosting, Storage, Software Escrow Fees, Maintenance and Technical Support Services (Years 11, 12, 13, 14 & 15)	\$7,500	\$450,000
OTR 3 - Hardware Warranty, Software License, Hosting, Storage, Software Escrow Fees, Maintenance and Technical Support Services (Years 16, 17, 18, 19 & 20)	\$7,500	\$450,000



C: OPTIONAL PRODUCTS AND SERVICES

ITEM	SKU #	ITEM DESCRIPTION	UNIT PRICE
Additional Body Worn Cameras	186 - LE4	Additional Body Worn Camera & Auto-Activation Holster, Inclusive of Software License, Hosting, Storage, Warranty, Maintenance and Technical Support Services	\$75.00 Per Month
	198 - LE4 Mini		
Cradle	141	A durable plastic fixture for easily connecting a BWC for downloading or charging	\$39.99
Multi-Dock	169	Provides fully automated download of video, camera check out process and recharge of cameras. Supports up to 10 BWC's	\$1,350.00
Car Kit	28	A suction cup that easily attaches to a window and can swivel to allow recording inside and outside the vehicle. Includes suction cup and 12V car adapter	\$39.00
Download Cable	34	USB cable for download video from a BWC	\$32.00
External Battery Pack USB Cable	33	Cable to connect BWC to an external battery pack. Cable cannot be used for downloading video	\$12.00
Spring Clip	29	Clip to attach a BWC to clothing.	\$5.00
Pin Clip	30	Clip to attach a BWC to clothing.	\$5.00
Clip Screws	37	Screw used to secure the clip to a BWC. Sold in pack of 5.	\$2.00
Lanyard	101	Black lanyard to secure a BWC if it is dislodged from the user	\$5.00
Additional Storage		Additional storage space beyond to provide storage	\$0.125 per GB
Automated Redaction Module License Fee		Redaction Module Single License	\$399 per month per license

CITY OF FORT PIERCE POLICE DEPARTMENT

Policy and Procedure

Subject: Body Worn Camera	Effective Date: November 1, 2016	Number:
Revised:	Review Responsibility: Staff Bureau	Review Date: November 2019
CFA Accreditation Standards:	Authorized by: _____ Chief of Police Diane Hobley-Burney	

Contents:

- A. Purpose**
- B. Policy**
- C. Objectives**
- D. Definitions**
- E. Body Worn Camera Procedures**
- F. Body Worn Camera User Guidelines**
- G. Prohibited Conduct**
- H. Media Uploading, Storage/Evidentiary Value**
- I. Supervisory Inspection and Audit Responsibilities**
- J. Critical Incident and Special Circumstances**
- K. Documentation and Recording**
- L. Retention and Public Release**
- M. Issuance of Equipment**
- N. Body Worn Camera, Policy Review**
- O. Retention Periods by Category**
- P. Authority and Reference**

A. Purpose:

The purpose of this policy is to establish guidelines for the use and management of the Body-Worn Camera (BWC) system. This policy is intended to create guidelines for the management and official use of the BWC system and provide personnel with instructions for usage. It is not the intent of the Fort Pierce Police Department to utilize the BWC system as a disciplinary tool.

B. Policy:

It is the policy of the Fort Pierce Police Department that BWCs are to be worn by sworn personnel during their tour of duty of the rank of sergeant and officer, assigned to uniform patrol functions, as well as specific specialized units as determined by the Chief of Police or designee. The primary use of the BWC is to enhance officer safety, public safety, and promote accountability and transparency while fostering positive relationships with the community.

The Department recognizes that the BWC will not capture exactly what an officer sees and/or hears, or what an officer senses or experiences. Footage captured by BWCs is only a portion of the encounters between law enforcement officers and individuals. The Department acknowledges that an officer's recollection of specific details may be different from what is captured by the BWC. Although the BWCs do not capture an officer's full knowledge of any particular situation, they are a valuable law enforcement tool to capture and preserve data.

C. Objectives:

The FPPD has adopted the use of the BWC system to accomplish the following objectives:

- A. To enhance officer safety.
- B. To capture data and evidence during the course of police encounters with individuals.
- C. To enhance the law enforcement officer's ability to document and review data for both internal reporting requirements and for courtroom preparation/presentation.
- D. To preserve data for use in current and future investigations.
- E. To provide a tool for self-critique and field evaluation during officer training.
- F. To promote and demonstrate transparency and openness in the police department's interactions with members of the community.

D. Definitions:

BODY WORN CAMERA (BWC): A portable electronic recording device that is worn on a law enforcement officer's body and that records audio and video data in the course of the officer performing his or her official duties and responsibilities.

BODY WORN CAMERA SYSTEM: Includes the body-worn camera, microphone, battery pack, docking and charging equipment, video storage solution, evidentiary controls, and privacy redaction functions.

CASUAL ENCOUNTER: An encounter where a law enforcement officer comes into contact with the general public, which may not be related to an official law enforcement matter.

COMPLIANCE REVIEW: A process by which authorized members of the Department conduct reviews of the data captured by the BWC systems.

DATA: Audio, video, and metadata captured on the BWC.

EVIDENTIARY DATA: Footage of an incident or encounter that could prove useful for investigative purposes, such as a crime, an arrest or citation, a search, a use of force incident, or a confrontational encounter with a member of the public. Evidentiary footage is further categorized by specific incident type, and the retention period is governed by evidentiary rules and applicable law.

NON-EVIDENTIARY DATA: Footage that does not necessarily have value to aid in an investigation or prosecution, such as footage of an incident or encounter that does not lead to an arrest or citation or footage of general activities that an officer might perform while on duty (e.g., assisting a motorist or clearing a roadway).

OFFICIAL LAW ENFORCEMENT MATTER: An encounter where a law enforcement officer, acting in an official capacity, comes in contact with the general public. These contacts include response to calls for service, traffic enforcement, and self-initiated enforcement activities. Although every encounter that may result in an official law enforcement matter cannot be identified in advance, officers are to use their training and experience when determining what may turn into an official law enforcement matter.

OFFICER: To include any and all FPPD personnel assigned a BWC.

E. Body Worn Camera Procedures:

1. The BWC and accessories will be assigned to BWC trained officers. Individual officers will be responsible for the care and custody of the BWC.
2. Officers shall follow existing officer safety procedures when conducting enforcement stops as outlined in Department policies and procedures. Officer safety shall not be compromised in order to record an event.
3. At the beginning of each tour of duty, the officer will inspect the BWC system for any physical damage, ensure it is fully charged, and in proper working order. Equipment malfunctions will be reported by the officer to the Information Technology Department (IT Department) with notification to the officer's immediate supervisor.
4. Prior to going into service with a BWC, officers will ensure they are wearing an authorized uniform, clearly identifying them as an FPPD police officer, unless otherwise authorized by the Chief of Police or designee.
5. Officers will make every effort to place the BWC in the "Record Mode" as soon as practicable when involved in an official law enforcement matter. Officers who fail to activate the BWC when involved in an official law enforcement matter are required to immediately notify their immediate supervisor and explain the reason for the non-activation. Additionally, the officer will document the incident and reason for non-activation via memorandum to the shift commander by the end of the officer's shift. A copy shall be sent to the Office of Professional Standards.
6. All BWC system data, including police involved shootings, shall be the sole property of FPPD and will be used for official purposes only.
7. At the end of each tour of duty, the officer assigned a BWC or a supervisor will place the BWC in the appropriate docking station where it will be downloaded and charged.
8. The IT Department will be responsible for the assigning and maintenance of the BWC system. The IT Department will ensure BWC operators, supervisors, and investigators have "view only" access to the recorded data for legitimate law enforcement purposes or for other official reasons.
9. The IT Department will be responsible for all duplication and redaction of data, and will provide BWC recordings to the Records Division, BWC Records Compliance Officer (RCO) for release in compliance with the law and Department policy.
10. The RCO will be responsible for receipt and tracking all public records requests for BWC recordings and will process all requests in compliance with the requirements of Florida State Statute Chapter 119.
11. BWC operators shall receive hands-on training prior to being issued and deployed with the system. Training will be conducted by the product vendor and Department staff identified by the Chief of Police or designee. Retraining will occur as needed.

F. Body Worn Camera User Guidelines:

1. Personnel assigned to wear a BWC shall have the discretion to choose the placement of the device on their uniform in a location approved by the Department and consistent with vendor recommendations.
2. Officers should activate the BWC prior to exiting their assigned vehicles, or as soon as practicable, when responding to a call for service or prior to engaging in any official law enforcement matter, as defined in Section D of this policy and in Subsection h of this paragraph as indicated below:
 - a. Traffic stops.
 - b. Citizen contacts related to official law enforcement matters.
 - c. Impaired driver investigations.
 - d. Vehicle pursuits/foot pursuits.
 - e. All calls-for-service.
 - f. Transportation of any prisoner(s) or citizen(s) for any reason.
 - g. All searches (persons, vehicles, structures, etc.)
 - h. All arrest situations.
 - i. Other legitimate law enforcement contacts when the officer believes it is in the best interest of the Department and the community.
3. Once the BWC is turned on, officers will continue to record until the conclusion of the event.
4. In locations where victims have a reasonable expectation of privacy, such as a residence, hospital, or place of worship, an officer may honor a victim's request to turn off the BWC unless the recording is being made pursuant to an arrest or search of the residence or the individual. Supervisory notification and approval must be made prior to turning off their BWC.
5. Officers should balance the need to capture data of non-evidentiary value with the dignity of individuals who may be experiencing matters of a personal nature, and may turn off their BWC as deemed appropriate. Supervisory notification and approval must be made prior to turning off their BWC.
6. Officers are not required to obtain consent from individuals to video/audio record. Officers are not required to inform individuals that they are being recorded. If, however, the officer determines that informing an individual may de-escalate a situation, or if asked whether a BWC is being utilized, the officer should disclose that he/she is recording.
7. Additional arriving units dispatched to a scene who are assigned a BWC will begin recording, and continue to record until the conclusion of the event.
8. Officers, supervisors, and investigators may use data captured via the BWC system to assist with the investigation and/or completion of appropriate reports.

9. Officers and supervisors may use data captured via the BWC system for training purposes, with proper and prior authorization from the Bureau Commander. The employees who were captured on the BWC system wherein the video will be used for training purposes will not be identified.
10. Officers may turn off the BWC for intelligence gathering or to obtain information for a criminal investigation when a citizen will not provide said information on video. Supervisory notification must be made at the conclusion of the event.
11. BWC data may only be disseminated for official purposes or as otherwise permitted by applicable law.

G. Prohibited Conduct:

1. The BWC will not be utilized to record under the following circumstances:
 - a. To record other Department members unless it is during the course of an official law enforcement matter as defined in this policy;
 - b. During employee meal and restroom breaks;
 - c. While completing reports;
 - d. During case discussions with other officers;
 - e. During other administrative functions;
 - f. During general or performance related discussions with employees/supervisors;
 - g. During any court related matter, to include pre-trial conferences, depositions, or any other activity within a courtroom;
 - h. While inside any police or county owned facility, unless the officer is in the process of handling an official law enforcement matter;
2. Officers assigned a BWC shall not knowingly record confidential informants or officers working in an undercover capacity.
3. Officers will not allow citizens to review recordings on the scene. A supervisor shall be notified if a citizen insists on viewing the recording on the scene. The supervisor will explain the procedure to obtain or view a copy of the footage.
4. Employees will not access, review, copy, or facilitate the release of any recording obtained via the BWC, other than for official law enforcement purposes.
5. Employees will not make copies of any recordings for personal use, and are prohibited from using any recording device (such as a phone, camera, or secondary video camera) to record any data captured by the BWC system.

6. Employees will not use any other electronic devices, or other means, in order to intentionally interfere with the capabilities of the BWC system.
7. Employees will not post BWC footage to any social media site, without prior written approval from the Chief of Police or designee.
8. Employees shall not erase, alter, modify or tamper with any original BWC data.
9. Employees are not permitted to utilize any personal video recording device to capture any event.

H. Media Uploading, Storage/Evidentiary Value:

1. All BWC data shall be retained for at least the minimum period of time required by law, as provided in Section L.
2. All BWC data may be considered as evidence.
3. The officer assigned the BWC or their immediate supervisor will ensure that the BWC is placed in the proper docking station at the end of each shift to facilitate the transfer of recordings.
4. Once the data has been uploaded, the officer assigned the BWC shall be responsible for reviewing the footage and assigning data into categories in accordance with the data management system.
5. If applicable, the officer will tag the segments of the recordings that have evidentiary value and label them according to event number, case number, officer's name, and badge number.
6. Identification for the footage shall be the:
 - a. FPPD case or event number, where no case number was issued.
 - b. Officer's name, badge number, and date.
7. Each data file shall be appropriately titled (i.e., date and time of the incident). Officers shall add the incident location after the date and time, and if applicable, the subject's name and date of birth (i.e., 2014/01/01/22:15/129 Valor Boulevard IDoe, John I 01/01/1970).
8. All footage shall be properly marked and identified as soon as practical.
9. If evidentiary copies of BWC data are required, the IT Department will be notified.

I. Supervisory Inspection and Audit Responsibilities:

1. Supervisors are responsible to ensure that the BWC is operated in accordance with established departmental policy.
2. BWC recordings and data are kept in a closed, cloud based solution which is regularly managed and audited. These features ensure the integrity of the data uploaded to the cloud. The IT Department will maintain custody of this cloud based system.

3. When feasible, supervisors should review data captured via the BWC prior to the completion of any FPPD administrative reports, such as crash reports, Supervisor's Use of Force Report, etc., where a BWC was utilized by any of the officers on the scene. With supervisory approval, officers assigned a BWC may view recordings captured by others to assist with the investigations and the preparation of reports.
4. BWC data will not be utilized indiscriminately for disciplinary purposes.
5. Supervisors may access applicable BWC data to verify and address complaints received in response to an internal (from the Department) or external (from the public) source, and prepare a memorandum to the appropriate Bureau Commander documenting the action taken and disposition.
6. Personnel assigned to Office of Professional Standards will review BWC video when internal/external complaints are received.
7. Supervisors will also review BWC data in response to an observed performance deficiency.
8. The review of data contained in the BWC system shall be used to assess training needs and to ensure compliance with departmental policy. Each Bureau Commander with BWC systems will select supervisors to conduct compliance reviews. Supervisors will not conduct arbitrary compliance reviews.
9. Bureau Commanders shall ensure the following:
 - a. Quarterly compliance reviews are conducted and a Quarterly Compliance Review Memorandum is completed and forwarded to the Office of Professional Standards on BWC systems under their respective command.
 - b. Appropriate notifications via the chain-of-command are made when a departmental concern is discovered (i.e., FPPD Training Unit for training issues, Office of Professional Standards for policy violations, etc.).
10. BWC recordings may be utilized for training purposes after redaction of the involved officer's identity.

J. Critical Incident and Special Circumstances:

1. During the course of a shift, officer's equipped with BWC systems may encounter situations where critical incidents or special circumstances are captured on video. Those situations require an immediate response from investigative units and include, but are not limited to, the following:
 - a. Contact police shootings.
 - b. Non-contact police shootings.
 - c. In-custody deaths.
 - d. Officer involved traffic crashes with fatalities or serious injuries.
 - e. On-scene complaints of excessive force.

- f. Officer suffers serious injury or death in the line of duty.
2. During these circumstances, officer's equipped with BWC systems that captured the incident will stop recording by powering down the device at the conclusion of the event. The BWC system will remain affixed to the officer(s) in the same position as it was affixed throughout the event, and shall not be handled in any fashion unless emergency medical attention is necessary, requiring that the device be removed. The lead investigator from the Criminal Investigative Division or Office of Professional Standards or other law enforcement agency will retrieve the BWC device from the officer(s) and process it according to agency standards for handling evidence. In addition, the lead investigator or designee will also coordinate the response of the IT Department, who will be responsible for the recovery and storage of all data evidence captured on the device.
3. Officers equipped with BWCs should be cognizant that any conversations following the event will be captured. Therefore, protected conversations with appropriate counsel should not take place until the BWC is removed or completely powered down.

K. Documentation and Recording:

1. Use of the BWC shall be documented on the appropriate official departmental record (i.e., Offense Incident Report, Field Interview Report, or Uniform Traffic Citation) in all cases where a BWC is operational. Any use of the BWC will be documented on the Supervisor's Daily Incident Report.
2. When preparing an official departmental record in connection with an investigation or police event, officers shall indicate on the last line of the report that a BWC was utilized.
3. Data recordings are intended to supplement departmental reports. Submitted written reports are still required to comprehensively capture the totality of events.

L. Retention and Public Release:

1. BWC data captured as part of an officer's duties shall be the property of the FPPD and be considered an official public record of the Department.
2. The release of BWC data through a public records request or other legal authority shall be governed by applicable law.
3. Prior to releasing any BWC recordings, the Records Division or Communications Manager will ensure that any and all redactions are in compliance with Florida's public record laws, consulting with the City Attorney's Office as necessary.
4. Non-evidentiary data shall be retained for at least ninety (90) days, or as long as needed for administrative investigations or litigation.
5. All data will be retained in compliance with the retention schedules published by the Department of State, Division of Library and Information Services.

M. Issuance of Equipment:

1. BWC systems will be issued to individual officers who have completed the approved BWC training.
2. A record of the inventory will be maintained by the IT Department.
3. IT Department shall coordinate the equipment transfer when removing a BWC system from one user to another user.
4. Officers are responsible for the proper care of all departmental property and/or equipment assigned to them. Officers will immediately report any loss of, or damage to, any part of the BWC equipment via their respective chain-of-command. Reports of damaged or lost BWC systems will be documented and forwarded to the IT Department via the chain of command.

N. Body Worn Camera Policy Review:

The BWC Program and this policy will be reviewed annually or more frequently as needed to ensure compliance with current laws. Best practices as published by the law enforcement community will be considered in the review of this policy.

O. Retention Periods by Category:

1. Traffic stops – six (6) months.
2. Citizen contacts related to official law enforcement matter – ninety (90) days.
3. Impaired driver investigations – three (3) years.
4. Vehicle pursuits/foot pursuits – one (1) year unless arrest, then the arrest retention applies.
5. All Calls-For-Service – ninety (90) days.
6. Transportation of any prisoner(s) or citizen(s) for any reason – six (6) months).
7. All searches (persons, vehicles, structures, etc.) – ninety (90) days unless arrest, then the arrest retention applies.
8. Felony Arrests – five (5) years or until final disposition of case, whichever is later.
9. Misdemeanor Arrests – three (3) years or until final disposition of case, whichever is later.
10. Other legitimate law enforcement contacts when the officer believes it is in the best interest of the Department and the community - until manually deleted.
11. Does not meet above criteria – ninety (90) days.

P. Authority and Reference:

City Commission Conference Agenda

Agenda Item # 4. C.

Meeting Date: 11/14/2016

Re: Nuisance Abatement Activities

Submitted For: Nick Mimms, City Manager, City Manager

SUBJECT:

Review of Nuisance Abatement Activities - City Attorney

Attachments

Memo from City Attorney

Form Review

Inbox

City Manager

City Manager

Form Started By: Jennifer Robinson

Reviewed By

Date

Started On: 10/25/2016 10:25 AM



THE SUNRISE CITY

FORT PIERCE
CITY ATTORNEY'S OFFICE *Florida*

TO: NICHOLAS MIMMS, CITY MANAGER
FROM: James Messer, Esq., City Attorney
RE: Nuisance Abatement Procedures
DATE: September 29, 2016

Attached is a summary of nuisance abatement procedures and accompanying flowchart, for distribution at your convenience. This matter has been assigned to Senior Assistant City Attorney, Iola Mosley. If you have any comments or inquiries regarding this matter please feel free to contact her at (772) 467-3044.

RECEIVED
TIME _____

SEP 30 2016

CITY OF FT. PIERCE
CITY MANAGER'S OFFICE

NUISANCE PROCEDURES

In General

Evidence will be compiled and routed to the City Attorney's office for review.

Evidence appropriate for review includes but is not limited to:

- Arrest reports
- Calls for police
- Service and search warrants contained in local departmental records
- Affidavit
- Notice to the property owner giving a deadline for abatement of the nuisance including the date of mailing certified and if not served an affidavit of mailing

Following review, if the evidence packet is deemed legally sufficient, City Attorney will forward a memo attesting to the same. If not sufficient, the memo will state what additional information will be needed to make the item sufficient. If there are additional steps that are required then the memo will specify the particular information that is required.

If there is no additional information that will render the matter legally sufficient it will be reflected within the memo.

If the matter is legally sufficient then the PD filing officer will submit the matter for Commission approval to file the lawsuit i.e. filing an injunction with the Circuit Court.

Investigation

Most of the evidence needed to support the initiation of a nuisance abatement proceeding is contained in local law enforcement records. The evidence must be **fully documented** because it may be used in a court of law and discovered by the defendant.

The most important evidence is that which shows that the property is a place to which persons habitually go for the purpose of those illegal activities addressed by the State of Florida Nuisance Abatement Statutes¹. This evidence can be obtained from;

- ✓ Arrest reports,
- ✓ Citations,
- ✓ Search warrants,
- ✓ Incident reports,
- ✓ Intelligence reports,
- ✓ Complaints and calls for police service at the property.

¹ FLA STAT §60.05

NUISANCE PROCEDURES

If the investigation shows that an *inordinate number* of calls for police service have been made and six or more arrests for the same type of illegal activity have occurred in the last six months to a year, this may indicate a good nuisance abatement case. However, the case materials should be submitted to the City Attorney's Office for a more definite determination of the weight and sufficiency of the case to be made once all the information is gathered.

ILLEGAL ACTIVITIES

Offense reports must establish the habitual use of the property for illegal activities. It is important that the offense reports indicate that the illegal activity occurred, began or ended on the targeted property or immediately adjacent to it. In other words, the crime must be firmly associated with the target property. The reports must identify the property and be specific in the narrative as to the connection between the crime and the property. For example, to state that a "Known prostitute or drug dealer was observed "coming out of or going into the establishment or parking lot of the property" or that the "criminal activity occurred in the establishment or on the parking lot of the property," clearly connects the crime to the property. Stating that the prostitute or drug dealer was observed "on the street or roadway in front of the establishment" does not necessarily connect the crime to the property. Site visits and/or surveillance of the property should be conducted to evaluate the physical appearance of the property and to observe the nature of the illegal activities occurring on the property. The site visits will also serve to corroborate (or refute) complaints concerning the property. **If code violations of any kind are observed, representatives from any other applicable agency should be contacted to determine if a formal inspection of the property would be in order. During the investigation, compile a case file that consists of the sections mentioned below with the described information included.** Many departments have an automated database that will provide statistical information.

Summary of Illegal Activity

A general summary of the events occurring on the property and any pertinent information related to the investigation. Provide a list of all officers who have conducted investigations on the property and those officers who have made arrests on the property. Also, provide a list and give statistical data on calls for police service, general complaint citations and offense reports generated on the subject property.

Property and Property Owner Information

NUISANCE PROCEDURES

The legal owner of the real property must be identified by obtaining a certified copy of the recorded deed (Warranty Deed or Deed of Trust) from the county clerk's office or a title agency. The deed will not only provide the name of the owner(s) of the real property, but it will also provide the legal description of the property. The owner(s) of the real property **must not be confused with the owner of a business** that may be located on the property. The legal owner may be an individual, a group of individuals (joint venture or partnership), or a corporation. Any other information that can be obtained regarding the property owner(s) may be added to this section. For example, if the owner owns any other property or businesses, or if he has a record of any kind, this information can be included. This section may also include the names, addresses, telephone numbers, driver license numbers, photographs and criminal histories of *owners, managers, employees, agents or persons who may be directly involved with the ownership or management of the property.*

Correspondence, Documents and Notes

Copies are needed of any correspondence, documents, notes or memos regarding the subject property. Copies of all communications between the property owner, employees, managers or any other people who have personal knowledge of the property should be included in this section. All registered or certified mail return receipts of correspondence and all documents evidencing an informal meeting with the property owner should be in this section. This will show the court that your law enforcement agency has attempted to obtain the property owner's cooperation to address the illegal activity *before* filing suit in the case.

Calls for Service Summary

Statistical information showing the total number of calls made to the property for any reason. This can help show how much more activity is reported and documented at the property in comparison to other similar properties. This can help show the court how much of a burden a particular property is on the resources of the referring agency.

Offense Reports

Copies of all arrest reports generated on the property. Please provide a subsection for each category of offense that has occurred on the property. For example, place copies of all the arrest reports for narcotic violations in one section, alcohol violations in one section, prostitution cases in one section, assault cases in one section, etc. While the property is under investigation, all arresting officers should provide written narratives for each arrest report. It is important that the prosecuting attorney be provided with all pertinent arrest reports up to the date of the court hearing, as the nuisance will have *to be proven to be ongoing*. If there are additional reports that can be obtained from other agencies with jurisdiction over the crime(s) involved, those reports or information should be obtained and included.

NUISANCE PROCEDURES

Final Dispositions

Obtain Copies of all final dispositions or pending actions against any person arrested on the property for any of the illegal activities addressed by the statutes. Convictions of arrested persons and pending actions will support the allegation that the owner knew the illegal activity was occurring on the property.

Search Warrants

Copies of all search warrants served at the property, search warrant returns, and all arrest reports related to the search warrants should be included in this section. The probable cause articulated in the search warrants may contain additional information that will aid in the prosecution of the case.

Arrest Warrants

Generate a summary of all active arrest warrants for persons who listed the subject property as their residence. This will identify individuals who have no legal relationship to the property yet claim it as their residence, or it may identify individuals who may be contributing to the problems on the property.

Officer Declarations

Officer declarations should be obtained from every officer currently patrolling the neighborhood where the property is located and from those who have previously patrolled the neighborhood. Officer declarations should also be obtained from every officer who has made an arrest, who has assisted on calls for police service or has conducted investigations on the property. The declaration should state any observations of illegal activity, the officer's involvement with the property, the property's reputation and the officer's professional opinion of the property and general knowledge of the history and reputation of the property. This can be done in affidavit or memorandum form.

Citizen Declarations

Citizens living in the vicinity of the property or persons associated with the property can provide helpful information regarding the illegal activities occurring on the property. Written statements in the form of letters, affidavits or declarations from citizens can be persuasive evidence. If a citizen is threatened by anyone, or if an act of violence has been committed against him or her, a request can be made for the court to order that any personal information obtained remain confidential. Interviews conducted with citizens, informants and suspects will be very helpful to the case. They can aid in proving that the property has a reputation for illegal activities and can shed some light on other aspects of the property's history, such as who frequents the property, the types of concerns that they have with the property, what they have observed at the property, how the property is maintained, how the illegal activity adversely affects your law

NUISANCE PROCEDURES

enforcement agency, etc. Each statement should be documented, signed and notarized; in other words, it should be a written statement in the form of a signed declaration or affidavit.

Regulatory Agency Inspections

All documents regarding investigations or inspections by regulatory agencies should be included in this section. Please provide a subsection for each applicable regulatory agency. The governing agency should coordinate its efforts with inspectors and investigators of regulatory agencies – this will not only benefit the case by providing additional evidence, but may also improve the property and help revitalize a deteriorating neighborhood. The property owners may make necessary improvements when they are issued citations for code violations. Since most illegal activities gravitate to neighborhoods that are poorly lit and maintained, such improvements may discourage illegal activity from occurring. Once you have contacted the regulatory agency and citations for code violations have been issued, you must keep communicating with the agency regarding the status and progress of the code violations. Regulatory agencies may differ in each city or county. Below is a list of the types of inspections that may be relevant to your jurisdiction

- Building (planning and development)
- Fire Marshal
- Noise Pollution
- Housing Code Enforcement
- Restaurant & Food Business
- County Health Department Services
- County Environmental Health Services
- Alcoholic Beverage Commission

County Sheriff's Office Videotapes and Photographs

Videotapes and photographs of illegal and/or disruptive activity on the property make excellent evidence. This evidence will provide demonstrative proof of how the property is maintained and how it is a nuisance to the neighborhood.

General Complaint Citations

Obtain Copies of all general complaint citations that have been issued on the property.

Miscellaneous

Items in this section should include information that may not be categorized in any other section of the notebook, but that will be helpful or relevant in prosecuting the case.

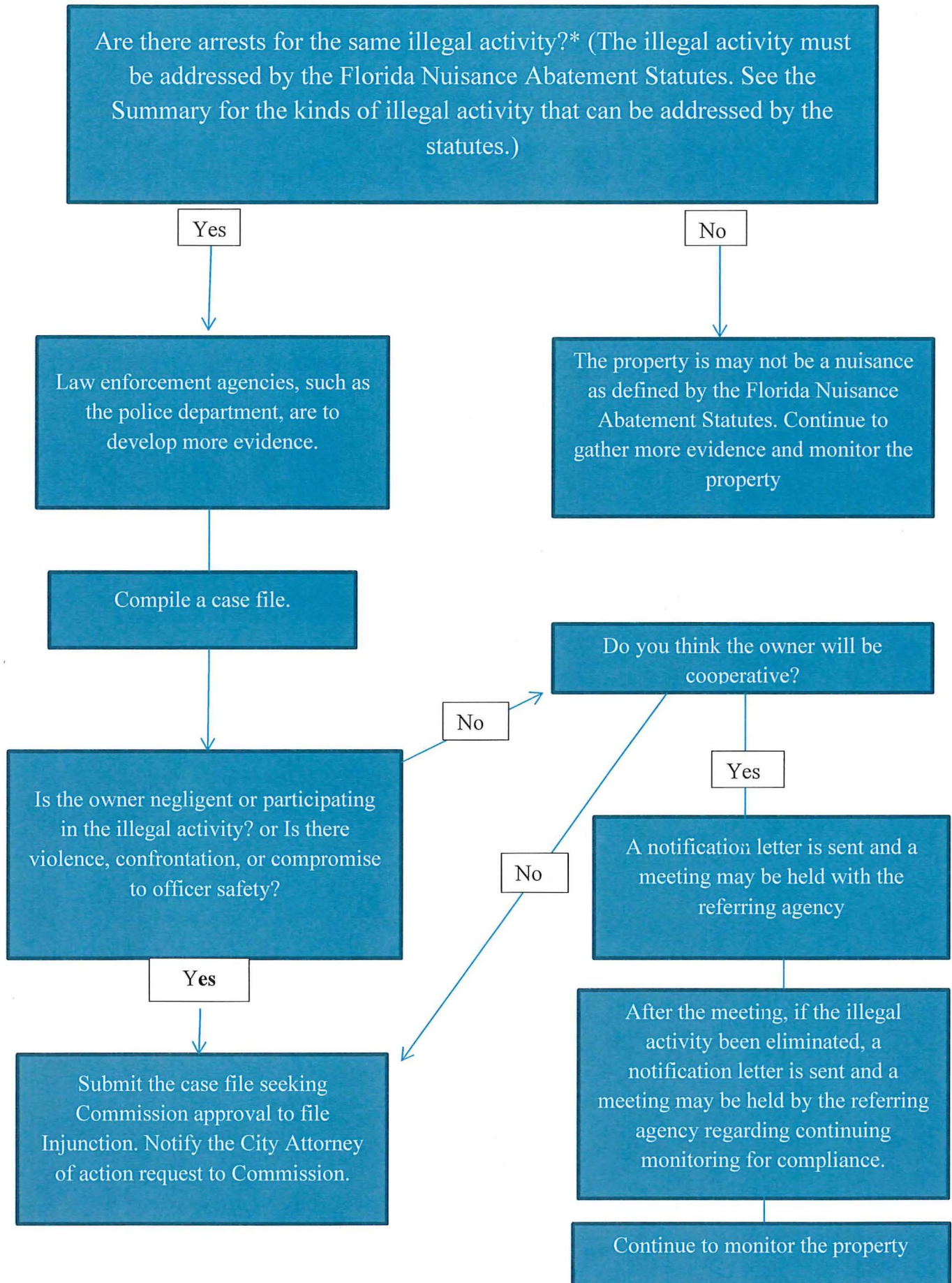
NUISANCE PROCEDURES

Case File Checklist

Once all the above-mentioned information has been compiled, submit the case file for review by the City Attorney. If you need assistance at any time during the investigation, feel free to contact the Office of The City Attorney.

- Summary of Illegal Activity
- Property and Property Owner Information
- Correspondence, Documents and Notes
- Calls for Service Summary
- Offense Reports
- Final Dispositions (Judgments and Sentences)
- Search Warrants
- Arrest Warrants
- Officer Declarations
- Citizen Declarations
- Declarations or Affidavits from Interviews
- Regulatory Agency Inspections
- Videotapes and Photographs
- General Complaint Citations
- Miscellaneous

Flow Chart for Property Closure via Nuisance Abatement



City Commission Conference Agenda

Agenda Item # 4. D.

Meeting Date: 11/14/2016

Re: Proposed Rental Property Ordinance

Submitted For: Nick Mimms, City Manager, City Manager

SUBJECT:

Proposed Rental Property Ordinance - City Manager

Attachments

Residential Rental Property Presentation

Proposed Rental Property Ordinance

Form Review

Inbox

City Manager

City Manager

Form Started By: Jennifer Robinson

Reviewed By

Date

Started On: 10/24/2016 11:23 AM




City of Fort Pierce


Residential Rental Properties

A Presentation to the City Commission
November 14, 2016

Purpose

- ▶ The City recognizes the need for safe, decent, and well maintained residential properties within the City.
 - ▶ Implementation of this Ordinance is consistent with Goal 6 of the Comprehensive Plan and Strategic Plan Goals of 2016.
- 

Why Changes are Necessary

- ▶ The Building and Code Departments receive an average of 10 to 15 calls per month from tenants regarding poor living conditions.
 - ▶ Most calls are reports of residential units that do not meet the basic safety needs of daily life.
 - ▶ The current Housing Code and Property Maintenance Code does not adequately address the violations.
- 

Violations Reported



Toilet not flushing



Bathtub backing up

Violations Reported



Electrical Issues



Electrical Issues

Violations Reported



Termites



No Smoke Alarms

Violations Reported




Roof Leak




Water Pipe Leak

Work Group and Research

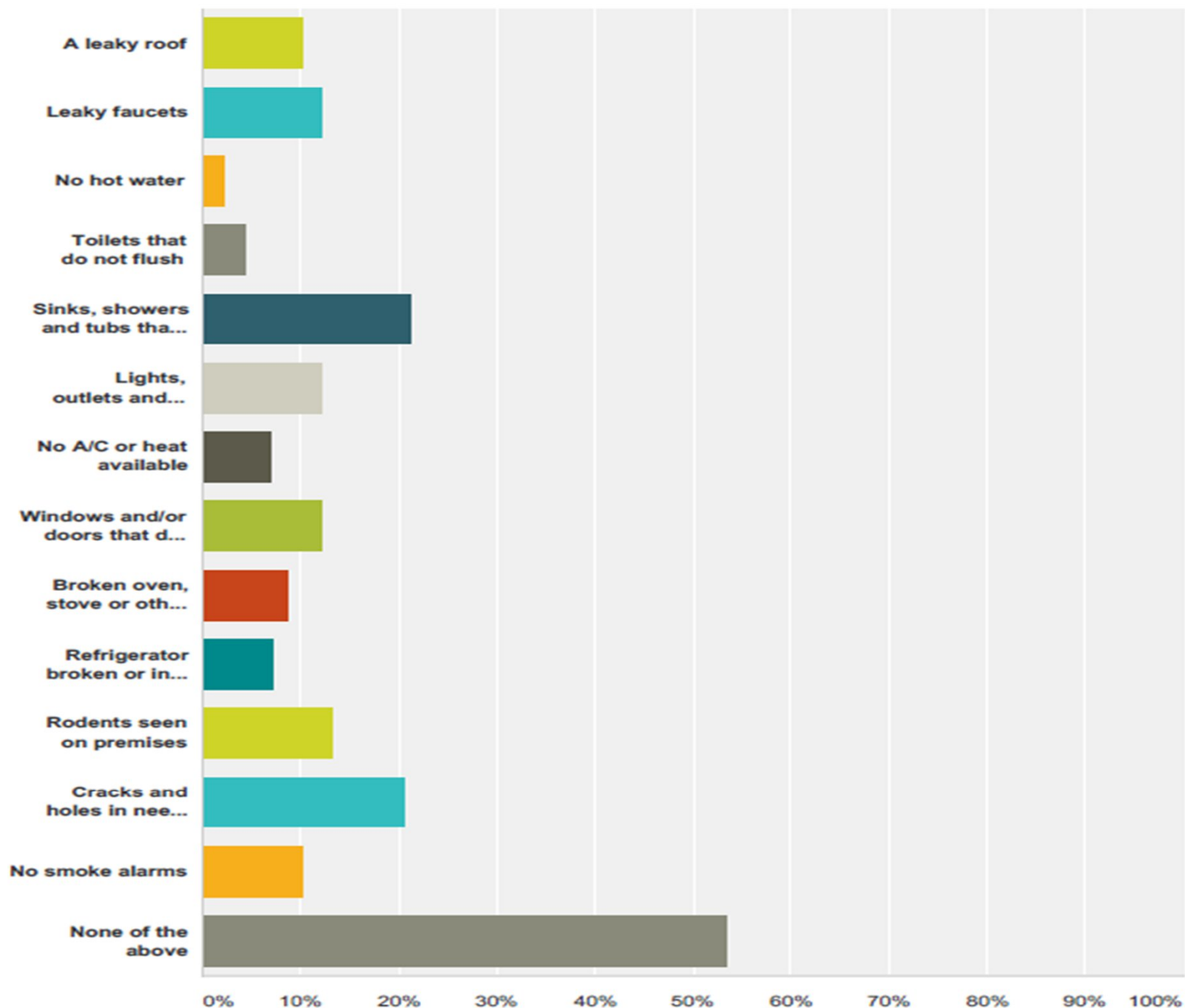
- ▶ A City work group convened with input from City Departments, the Police Department, Fort Pierce Utilities Authority, and others to implement procedures to ensure the decency of housing.
 - ▶ A publicly advertised survey to determine the needs and wants of the citizens was launched.
 - ▶ Feedback from landlords, realtors, tenants, and non-profit organizations assisting in our efforts has been incorporated.
- 

Results of Survey

- ▶ A survey was taken over a period of almost 6 months using the City's web site, social media and a community outreach event.
 - ▶ The City received 646 responses from both tenants and landlords.
 - ▶ More than 50% of survey participants reported that their residence did not have any of the listed issues.
 - ▶ However, a majority of the responses indicated a registration program with mandatory inspections would be welcomed.
- 

Q5 Do you have any of the following problems? (Please select ALL that apply)


Answered: 558 Skipped: 87



Feedback from Tenants

- ▶ The City needs to require routine inspections. When a tenant makes a complaint to the City, they end up getting evicted.
- ▶ The City isn't doing enough to protect the citizens from 'bad landlords'.


Feedback from Landlords

- ▶ Business Tax Receipt fees and inspection fees will be passed on to the tenants.
 - ▶ Routine inspections would cause unnecessary government regulation.
 - ▶ Tenants are responsible for many violations therefore the issues should be handled by Florida State Statute 83, referred to as the "Tenant Landlord Law."
- 


Feedback from the Work Group

- ▶ The amount of complaints filed with the City represents approximately 1 - 2% of rental housing properties.
- ▶ The data currently available does not accurately identify rental properties within the City.
 - The number of rental units is estimated to be between 7,500 and 10,500.

Feedback from the Work Group (Cont.)

- ▶ A registration program cannot be implemented fairly when residential rental properties are not accurately identified.
 - ▶ Increased fees imposed by the landlords to offset their costs may reduce the amount of affordable housing units.
 - ▶ Additional funding and staffing would be required to administer a registration and inspection program.
- 

Recommended Actions

- ▶ Continue addressing violations when complaints are received.
 - ▶ Adopt the International Property Maintenance Code (IPMC) to replace the Standard Housing Code of 1997 as the Fort Pierce Property Maintenance Ordinance and Housing Code.
 - ▶ Continue to monitor and track common problems and offenders to determine if additional regulation is necessary.
- 

Recommended Actions

- ▶ Increase public awareness by:
 - Providing informational 'Florida Tenant Landlord Law' brochures.
 - Providing "211" brochures.
 - Providing other contact information for other agencies that may be of assistance.

ORDINANCE NO. 16-XXX

AN ORDINANCE BY THE CITY COMMISSION OF THE CITY OF FORT PIERCE, FLORIDA, AMENDING CHAPTER 5 - BUILDINGS AND BUILDING REGULATIONS, ARTICLE III (BUILDING NUMBERING), SEC. 5-66 BY AMENDING PENALTIES FOR THIS ARTICLE; AMENDING SEC. 5-73 TO CLARIFY REQUIREMENTS FOR ASSIGNMENT, PROCUREMENT AND INSTALLATION OF HOUSE NUMBERS; REPEALING ARTICLE XII (HOUSING CODE), SEC. 5-350 TO 5-352; AMENDING ARTICLE XIII (PROPERTY MAINTENANCE), SEC. 5-361 TO INCORPORATE IN THE HOUSING CODE; AMENDING, SEC. 5-364 REPEALING DEFINITIONS AND PROVIDING FOR THE ADOPTION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE; AMENDING SEC. 5-365 REPEALING BUILDING SURVEYS AND PROVIDING FOR LOCAL AMENDMENTS TO THE INTERNATIONAL PROPERTY MAINTENANCE CODE; AMENDING SEC. 5-366 CLARIFYING DUTIES OF EMPLOYEES; AMENDING SEC. 5-367 BY REPEALING DUTY OF THE OWNER AND OCCUPANT AND PROVIDING FOR REQUIREMENTS OF VACANT BUILDINGS; AMENDING SEC. 5-368 BY REPEALING MAINTENANCE OF BUILDINGS AND STRUCTURES AND PROVIDING FOR REQUIREMENTS FOR OCCUPANCY OF UNITS; AMENDING SEC. 5-369 BY REPEALING REQUIREMENTS OF VACANT BUILDINGS; AMENDING SEC. 5-371 REPEALING EXTERIOR AREAS AND PROVIDING FOR ENFORCEMENT OF THIS ARTICLE; AMENDING SEC. 5-372 REPEALING REQUIREMENTS FOR REPLACEMENT OF STORE FRONTS AND PROVIDING PROVISIONS FOR VIOLATIONS RELATED TO ACTS OR OMISSIONS BY TENANTS; AMENDING SEC. 5-373 REPEALING OCCUPANCY OF VACANT UNITS; AMENDING SEC. 5-374 REPEALING ENFORCEMENT OF THIS ARTICLE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Fort Pierce, Florida has determined that the process for assigning address numbers and the enforcement of address numbers should be revised in accordance with the provisions of this Ordinance; and,

WHEREAS, the adoption of The Standard Housing Code, 1997 edition adopted as the minimum housing code for the city is obsolete; and,

WHEREAS, the City of Fort Pierce, Florida has determined that the International Property Maintenance Code, as published by the International Code Council, with local amendments shall be adopted for use as the Fort Pierce Property Maintenance Ordinance and the Fort Pierce Housing Code in accordance with the provisions of this Ordinance; and,

WHEREAS, pursuant to the authority granted by Article XIII and Article XIII.5 of Chapter 2 of the Code of Ordinances of the City of Fort Pierce, Florida provides procedures for means of enforcing the codes and ordinances of the City of Fort Pierce, Florida; and,

WHEREAS, the City of Fort Pierce, Florida has determined that a process for enforcement of violations related to act or omission of a tenant shall be implemented in accordance with the provisions of this Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the City Commission of the City of Fort Pierce, Florida as follows:

SECTION 1. Chapter 5, Article III, Section 5-66 is hereby amended so that the same shall read hereafter as follows:

Sec. 5-66. - Penalty.

~~Any person who violates any of the provisions of this article shall be punished by a fine not to exceed three hundred dollars (\$300.00) or by imprisonment not to exceed ninety (90) days or by both such fine and imprisonment.~~

This article shall be enforceable in the same manner as any other ordinances or laws of the city as provided elsewhere in the Code of Ordinances, or as otherwise provided by law.

SECTION 2. Chapter 5, Article III, Section 5-73 is hereby amended so that the same shall read hereafter as follows:

Sec. 5-73. - Survey; ~~purchase~~ Procurement of numbers by owner; installation.

(a) There shall be assigned by the planning director or his or her designee ~~of planning and development~~ to each house and other residential or commercial building located on any street in the city its respective number under the uniform system provided for in this article, whereupon the owner, occupant or agent thereof shall place or cause to be placed upon each house or building controlled by him the number or numbers assigned.

(b) Such number or numbers shall be installed within ten (10) days after the assignment and/or notice thereof. Assignment and/or notice shall be ~~in the form of a registered sent via regular U.S. mail and/or certified letter mail~~ with a return receipt sent to the owner of record in the current county tax rolls. An authorized employee shall execute an affidavit of mailing which shall constitute evidence of mailing via regular U.S. mail for purposes of providing proof of notice for purposes of this section. Upon failure of delivery by U.S. mail to owners residing in the county, notification may be made by police delivery.

(c) ~~The cost of the number or numbers shall be procured and paid for by the property owner, and numbers may be procured from the building and code enforcement department at the unit price for the same, such price to be the cost of such units to the city, or from any other source. Replacement numbers shall be procured and paid for by the owner. The number or numbers used shall meet the requirements set forth in Chapter 3 of the International Property Maintenance Code as adopted by the City and incorporated by reference herein. be not less than three (3) inches in height and shall be made of a durable and clearly visible material.~~ If the proper number or numbers are is not placed on the building as required within the ten (10) days specified herein, from the date of assignment or notice, the building and code enforcement department shall ~~take legal action~~ enforce compliance through the applicable code enforcement provisions for the violation as provided in section 5-66.

(d) The numbers shall be conspicuously placed immediately above, on or at the side of the proper door of each building so that the number can be seen plainly from the street line. Whenever any building is situated more than fifty (50) feet from the street line, then

the numbers shall be placed near the walk, driveway or common entrance to such building and upon a post, mailbox or other appropriate place so as to be easily discernible from the sidewalk.

SECTION 3. Chapter 5, Article XII, Section 5-350 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-350. Purpose.~~

~~It is the purpose of this housing code to provide the basic minimum housing standards deemed essential for safety and healthful living. The code provides the minimum requirements necessary to maintain any residential occupancy in a safe and sanitary condition. In addition, the housing code aids the city in working to remove blighting conditions that deteriorating structures and living conditions can bring to a neighborhood.~~

Sec. 5-350. Reserved.

SECTION 4. Chapter 5, Article XII, Section 5-351 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-351. Adopted.~~

~~The Standard Housing Code, 1997 edition, as published by the Southern Building Code Congress International, Inc., is hereby adopted as the minimum housing code for the city. One copy of this Standard Housing code is on file with the city clerk.~~

Sec. 5-351. Reserved.

SECTION 5. Chapter 5, Article XII, Section 5-352 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-352. Amendments to housing code.~~

~~The following amendments, corrections and additions to the adopted Standard Housing Code are hereby made and adopted. Said amendments, corrections and additions are set forth herein with reference to and referenced by the section number and title of said code as follows:~~

~~406.1. Appointment. The board of adjustment and appeals, as established in section 5-1.110 of the City of Fort Pierce Code of Ordinances, shall also serve as the housing board of adjustments and appeals.~~

Sec. 5-352. Reserved.

SECTION 6. Chapter 5, Article XIII, Section 5-361 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-361. – Title.~~

From and after the effective date hereof, this article shall be known as the "Fort Pierce Property Maintenance Ordinance and the Fort Pierce Housing Code."

SECTION 7. Chapter 5, Article XIII, Section 5-364 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-364. Definitions.~~

As used in this article, the following words and terms shall have the definitions ascribed to them in this section:

~~Accessory use means a structure, the use of which is incidental to that of the main building, and which is attached thereto or located on the same premises.~~

~~Building means a structure which encloses space; a structure which gives protection or shelter for any occupancy or use. The term "building" shall be construed as if followed by the phrase "or part thereof."~~

~~Clean and/or sanitary means a condition of reasonable cleanliness and sanitization which is fit for human habitation or occupancy under contemporary community standards, unless otherwise specified in this article.~~

~~Code enforcement agency means the department of building and code enforcement of the city.~~

~~Director means the city manager or his authorized designee.~~

~~Dwelling means any building or structure or part thereof used and occupied for human habitation or intended to be so used.~~

~~Dwelling unit shall mean any room or group of rooms located within a dwelling and forming a single habitable unit within the facilities which are based or intended to be used for living, sleeping, cooking or eating.~~

~~Exterior property areas means any open space on the premises.~~

~~Occupant means any person living, sleeping, cooking or eating in, or having actual possession of a dwelling unit or building.~~

~~Open space areas means that portion of a premises not occupied by a building, structure, or pavement; an area of the premises normally referred to as the yard or landscaping area.~~

~~Operator means any person who has charge, care or control of a multiple residence, in which dwelling units are let or offered for occupancy.~~

~~Owner means any person, firm, corporation or legal entity who alone or jointly or severally with others:~~

~~(1) — Shall have legal or beneficial title to any building or premises; and/or~~

~~(2) — Shall have charge, care or control of any building or premises, as owner or agent of the owner, or as a fiduciary of the estate of the owner or any officer appointed by the court. Any such person thus representing the actual owner, shall be bound to comply with the terms of this article and any notice of rules and regulations issued pursuant thereto, to the same extent as if he were the owner.~~

~~Person shall include the owner, occupant, mortgagee, or vendee in possession, assignee of rents, receiver, executor, trustee, lessee, agent or any other person, firm or corporation directly or indirectly in control of a building or premises.~~

~~Premises means a lot, plot or parcel of land including the buildings or structures thereon.~~

~~Rubbish means all combustible and noncombustible waste, junk, and debris.~~

~~Structure means the combination of any materials, whether fixed or portable, forming a construction, including buildings. The word "structure" shall be construed as though followed by the words "or part or parts thereof."~~

Sec. 5-364. - Adoption.

Provisions of the International Property Maintenance Code (IPMC) as published by the International Code Council as set forth in Section 5-365 of the Ft Pierce Code of Ordinances herein below are adopted and stand incorporated by reference herein and stand as the property maintenance ordinance, and housing code for the City of Fort Pierce, Florida. Amendments to the applicable provisions of the International Property Maintenance Code are hereby adopted for use herein without the need for subsequent ratification.

SECTION 8. Chapter 5, Article XIII, Section 5-365 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-365.— Building survey.~~

~~The code enforcement agency shall be authorized to make surveys in any areas of the city to determine the general condition of all buildings, structures, and premises, to determine the general condition thereof, whether used for human habitation, and to determine the lack of facilities, unsafe and unsanitary conditions, extent of overcrowding and other relevant factors. This survey shall assist in the determination of the allocation of enforcement personnel and resources.~~

Sec. 5-365. – Definitions, Scope and Application.

(1) Terms within these code provisions shall be defined in accordance with Chapter 2 of the International Property Maintenance Code (IPMC) except as provided otherwise within the Code of Ordinances of the City of Fort Pierce, Florida or by State or Federal Law.

(2) Chapter 1, Part 1 of the IPMC entitled SCOPE AND APPLICATION is hereby adopted and specifically incorporated herein by reference.

(3) Administration and enforcement of the provisions of the City of Fort Pierce Property Maintenance Ordinance and Housing Code shall be in accordance with applicable provisions established in Chapters 2 and 5 of the Code of Ordinances of the City of Fort Pierce, Florida.

(4) The provisions of Chapter 3, Section 301 is hereby adopted and specifically incorporated herein by reference.

(5) The provisions of Chapter 3, Section 302 are adopted with the following exceptions:

(a) Section 302.4 "Weeds", is specifically excluded. All landscape overgrowth shall be abated in accordance with the provisions of Chapter 16 of the Code of Ordinances of the City of Fort Pierce, Florida.

(b) Section 302.8 "Motor Vehicles", is specifically excluded. Non-operative vehicle nuisances shall be abated in accordance with the provisions for the same within Chapter 16 of the Code of Ordinances of the City of Fort Pierce, Florida.

(6) Chapter 4, Section 404.7 "Food Preparation", is hereby adopted and specifically incorporated herein by reference. All other provisions of Chapter 4 are specifically

excluded. Regulations regarding light, ventilation, and occupancy limitations shall be governed by Chapter 8.5 of the Code of Ordinances of the City of Fort Pierce, Florida.

(7) All sections of the IPMC which are not specifically excluded are incorporated herein by reference and shall be subject to enforcement year round.

SECTION 9. Chapter 5, Article XIII, Section 5-366 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-366. - Inspections.~~

Any duly authorized ~~inspector~~ employee from the building or code enforcement agency shall be authorized to make inspections to determine the condition of dwellings, dwelling units, rooming houses, hotels, commercial buildings, and all other buildings and premises within the city in order to safeguard the health, safety, and welfare of the public. ~~The inspector~~ Duly authorized employees shall be authorized to enter any building or premises as provided by law at any reasonable time, or at such other times as may be necessary in an emergency, for the purpose of performing the duties of such office under this article, in accordance with the procedures herein prescribed. Except in emergencies endangering the public health, safety and welfare, the inspector shall enter a building or premises only upon the prior consent of the person lawfully in occupancy thereof or the person having legal right or possession thereof, or in accordance with the provisions of this section or as otherwise authorized by law. ~~The inspector~~ Employees shall further be authorized to obtain a search or inspection warrant to the fullest extent allowed by Section 933.20, et seq., Florida Statutes.

SECTION 10. Chapter 5, Article XIII, Section 5-367 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-367. - Duty of owner and occupant.~~

~~Every occupant and owner of a dwelling or dwelling unit, building, structure, or premises shall keep in clean and sanitary condition that part of the dwelling, building or premises thereof, which he occupies, controls, or owns.~~

~~Sec. 5-367. - Vacant Buildings.~~

The owner of a vacated building, whether a dwelling unit, business premises, or accessory structure, shall take such steps and perform such acts as may be required from time to time to insure that the building and its adjoining yards remain safe, secure, clean and sanitary, and do not present a hazard to adjoining properties or to the public. All openings, including doors and windows, which are covered or closed for access shall be provided with painted exterior-grade plywood closures, matched in color to the building, unless the same are provided with awnings, storm panels, or other similar commercially available products designed for this intended use and installed in a workmanlike manner.

SECTION 11. Chapter 5, Article XIII, Section 5-368 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-368. - Maintenance of buildings and structures.~~

~~Every building, structure, dwelling, dwelling unit, and accessory structure, including garages, carports, storage buildings, and fences shall comply with the following requirements:~~

~~(1) — Every foundation, exterior and interior wall, roof, floor, ceiling, window and exterior door shall be structurally sound and maintained in good repair.~~

~~(2) — Every building shall be kept in a reasonably clean and sanitary condition reasonably free from rodents, insects and vermin.~~

~~(3) — The roof of every building and accessory structure shall be adequately drained of rainwater. All roofs, in addition to exterior walls, and areas around doors, windows, chimneys and other parts of a building shall be so maintained as to keep water from entering the building. Exterior walls, roofs and other parts of the building shall be free from loose and unsecured objects and material. Such objects or materials shall be removed, repaired or replaced.~~

~~(4) — All the exterior surfaces subject to deterioration, and all exterior exposed surfaces not inherently resistant to deterioration, shall be properly maintained, repaired, coated, treated, or sealed to protect them from deterioration, weathering, and from the elements by paint or other approved protective coating, applied in a workmanlike fashion. Exterior surfaces which have been damaged or show evidence of dry rot or other deterioration, including cracked, chipped, and peeling paint or other coating, shall be repaired or replaced and finished in a workmanlike manner.~~

~~(5) — Every plumbing fixture, water pipe, waste pipe and drain shall be maintained in good sanitary working condition, free from defects, leaks and obstruction.~~

~~(6) — All fences, whether wood, metal, chainlink, or other approved material shall be maintained in reasonably good repair. Any fence in a state of disrepair shall be replaced or repaired.~~

~~(7) — Steps, walks, driveways and similar paved areas of any premises shall be maintained in a reasonably clean and sanitary condition, free of any holes, substantial cracking, or other hazard. Such areas shall also be swept clean of dirt and debris on a regular basis and otherwise maintained in a clean and sanitary condition.~~

Sec. 5-368. – Occupancy of Units.

No person shall occupy as owner-occupant or permit to be occupied by another any dwelling or dwelling unit unless the unit is in good repair, clean, sanitary, in habitable condition as these terms are ordinarily defined, and in full compliance with all provisions of this article.

SECTION 12. Chapter 5, Article XIII, Section 5-369 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-369. — Vacant Buildings.~~

~~The owner of a vacated building, whether a dwelling unit, business premises, or accessory structure, shall take such steps and perform such acts as may be required of him from time to time to insure that the building and its adjoining yards remain safe, secure, clean and sanitary, and do not present a hazard to adjoining property or to the public. All openings, including doors and windows, which are covered or closed for access shall be provided with painted exterior grade plywood closures, matched in color to the building, unless the same are provided with awnings, storm panels, or other similar commercially available products designed for this intended use and installed in a workmanlike manner.~~

Sec. 5-369. – Reserved.

SECTION 13. Chapter 5, Article XIII, Section 5-371 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-371. - Exterior areas.~~

~~Exterior areas of all parcels, including yards, courts, steps, walks, driveways, parking areas and similar paved areas shall be maintained so as to afford safe passage under normal use and weather conditions. Materials or objects which would detract from the open space character of an uncovered and unenclosed area, including, but not limited to the unsightly or disorganized storage of metal, lumber, paper, or plastic objects of any kind or nature which cause an unsightly condition or cause a substantial depreciation in property values in the immediate neighborhood shall not be permitted unless in accordance with section 11-10(a)(2) of the Code of Ordinances. The exterior of every structure shall be so maintained and kept in good repair, so as not, in the case of excessive scaling of paint or excessive mildew, to tend to cause a substantial depreciation in property values in the immediate vicinity. The exterior surfaces shall be kept free from materials, objects and conditions which will have an adverse effect on adjacent premises.~~

Sec. 5-371. - Enforcement.

This article shall be enforceable in the same manner as any other ordinances or laws of the city as provided elsewhere in the Code of Ordinances, or as otherwise provided by law.

SECTION 14. Chapter 5, Article XIII, Section 5-372 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-372. - Replacement of store fronts.~~

~~It shall be unlawful for any person owning, renting or occupying a business premises in the city to fail to repair, replace or rebuild the plate glass window or other store front of such business premises which has been broken, damaged, destroyed or remove within a period of ten (10) days, after such breakage, damage, destruction or removal occurs. Business establishments may have installed thereon securely fastened painted plywood boarding to temporarily cover up the broken, damaged, destroyed or removed plate glass window or store front for a period of time not to exceed ten (10) days, provided that the repair or replacement of such glass and store front is timely made in compliance with this section.~~

Sec. 5-372. - Violations related to act or omission of tenant.

If a notice of violation arises due to acts or omissions of a tenant, and the tenant fails to make the necessary correction, the property owner or agent shall remedy the condition by whatever means necessary. No adverse action shall be taken against a property owner for failure to remedy a condition related to a tenant during the pendency of a bona fide eviction proceeding against the tenant which is diligently pursued by the property owner.

SECTION 15. Chapter 5, Article XIII, Section 5-373 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-373. - Occupancy of vacant units.~~

~~No person shall occupy as owner-occupant or permit to be occupied by another any vacant dwelling or dwelling unit unless or unit it is in good repair, clean, sanitary, in habitable condition, and in full compliance with all provisions of this article.~~

Sec. 5-373. – Reserved.

SECTION 16. Chapter 5, Article XIII, Section 5-374 is hereby amended so that the same shall read hereafter as follows:

~~Sec. 5-374. – Enforcement.~~

~~This article shall be enforceable in the same manner as any other ordinances or laws of the city as provided elsewhere in the Code of Ordinances, or as otherwise provided by law.~~

Sec. 5-374. – Reserved.

SECTION 17. All ordinances or parts thereof in conflict herewith are and the same shall be repealed and shall be of no further force or effect whatsoever.

SECTION 18. The provisions of this Ordinance are declared to be severable and if any section, sentence, clause, or phrase of this Ordinance shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

SECTION 19. This Ordinance is and the same shall become effective immediately upon final passage hereof.

APPROVED AS TO FORM
AND CORRECTNESS:

James M. Messer
City Attorney

STATE OF FLORIDA
COUNTY OF ST. LUCIE

WE, THE UNDERSIGNED, Mayor Commissioner and the City Clerk of the City of Fort Pierce, Florida, do hereby certify that the foregoing and above Ordinance No. 16-____ was duly advertised by title only in the St. Lucie News Tribune on _____, 2016; copy of said ordinance was made available at the office of the City Clerk to the public upon request; said ordinance was duly introduced, read by title only, and passed on first reading by the City Commission of the City of Fort Pierce, Florida, on _____, 2016; and was duly introduced, read by title only, and passed on second and final reading on _____, 2016, by the City Commission of the City of Fort Pierce, Florida.

IN WITNESS HEREWITH, we hereunto set our hands and affix the Official Seal
of the City of Fort Pierce, Florida, this the ____ day of _____, 2016.

Linda Hudson
Mayor Commissioner

Linda W. Cox
City Clerk

(CITY SEAL)

City Commission Conference Agenda

Agenda Item # 4. E.

Meeting Date: 11/14/2016

Re: 2016-2016 Policy Calendar Update

Submitted For: Nick Mimms, City Manager, City Manager

SUBJECT:

2015-2016 Policy Calendar Update - City Manager

Attachments

2015-2016 Policy Calendar Update

Form Review

Inbox

City Manager

City Manager

Form Started By: Jennifer Robinson

Reviewed By

Date

Started On: 11/09/2016 08:50 AM



THE SUNRISE CITY

FORT PIERCE
Florida

**Policy
Calendar
2015 – 2016**
(As of 11/1/16)

July 2015

1. City Commission Decision: Avenue “D” – Interlocal Agreement on Hurston Trail - *Complete*

August 2015

1. City Commission Decision: Stormwater Management – Project Priority and Funding - *Complete*

September 2015

1. City Commission Decision: City Employee Compensation 3% Increase - *Complete*
2. City Commission Decision: Capital Outlay Plan and Direction for FY2016 - *Complete*

October 2015

1. City Commission Decision: Fort Pierce Yacht Club Lease (if any) - *Complete*

December 2015

1. City Commission Decision: Port Development Interlocal Agreement Adoption - *Complete*

February 2016

1. City Commission Presentation: Orange Avenue Corridor FY2015 CDBG Activities – Grants for Small Businesses – *Complete*
2. City Commission Decision: Land Disposition – Old Post Office - Contract with Real Estate Firm – *Complete*
The City has entered into a contract with Coldwell Banker Paradise for the disposition of properties declared surplus for sale or lease.

March 2016

1. City Commission Presentation/Direction: Multi Family/Commercial Recycling Program – *Complete*
Currently rolling out multi-family recycling.
2. City Commission Decision: Police Compensation 4% Increase – *Complete*
Reached an agreement with IUPA for 8% increase. Funding has been identified. The negotiation team has a tentative contract with PBA.
3. City Commission Presentation: Gangs Action Plan Report and Community Policing Action Plan Report – *Complete*
Chief completed presentation to City Commission.

April 2016

1. City Commission Decision: Avenue “D” King’s Inn Demolition – *On Hold*
Demolition of this property is placed on hold at this time. Awaiting the outcome of the marketing and sale potential by the realtor.
DUE DATE: On Hold

June 2016

1. City Commission Decision: Code Enforcement – City Citation, Special Magistrate, Fine Level – *Complete*
Approved by the City Commission on 6/6/16.
2. City Commission Decision: Beach Parking – Authorization of Negotiations for South Hutchinson Island Parking/Redevelopment – *Complete*
One year lease agreement with Jetty View, LLC approved by City Commission on May 16, 2016. Parking lot opened to the public July 22, 2016.

October 2016

1. City Commission Decision: Avenue “D” – Design of 1st Mural – *Complete*
The first location is 464 North 9th Street.

November 2016

1. City Commission Decision: Economic Development Policy, Plan and Tool Kit for Targeted Areas – *In Progress*
The City Clerk has scheduled a presentation at the November 7, 2016 meeting to provide an update to the City Commission.
DUE DATE: 11/7/16
2. City Commission Decision: Downtown Restrooms, Direction, Funding – *In Progress*
Staff will advertise a Request for Bids for City Park Bathroom Improvements by November 10, 2016.
DUE DATE: 11/30/16

January 2017

1. City Commission Decision: Proactive Legal Nuisance Abatement – Direction – *In Progress*
Nuisance Abatement Procedures drafted by the Senior Assistant City Attorney is scheduled for discussion at the November 14, 2016 Conference Agenda meeting.
DUE DATE: 1/3/17
2. City Commission Decision: Streamlining Permit Regulations – Policy Changes – *In Progress*
At the November 21, 2016 City Commission meeting, staff will schedule a request to purchase ProjectDox, an electronic plan review program. This program will deliver better service by reducing review time and eliminating the inefficiency of paper storage.
DUE DATE: 1/3/17
3. City Commission Decision: Rental Property Registration and Inspection Ordinance – *In Progress*
A proposed rental property ordinance is scheduled for discussion at the November 14, 2016 Conference Agenda meeting.
DUE DATE: 1/3/17
4. City Commission Decision: Sign Ordinance Revision – *In Progress*
A draft of the proposed ordinance will be scheduled for discussion at the December 12, 2016 Conference Agenda meeting.
DUE DATE: 1/17/17
5. City Commission Decision: Financial Policies – *In Progress*
The Finance Director will present the investment policy and debt service policy for City Commission review at the January Strategic Planning Workshop.
DUE DATE: 1/17/17
6. City Commission Decision: Code Enforcement – \$1 on Utility Bill – *In Progress*
Staff will present concept to the newly seated City Commission in January 2017.
DUE DATE: 1/17/17

March 2017

1. City Commission Presentation: Annexation Direction and Maps – *In Progress*
On November 3, 2016, the City Manager and Planning Director met with the County Administrator and Deputy County Administrator to discuss annexations utilizing interlocal agreements. Draft interlocal agreements to be forwarded to St. Lucie County by March 1, 2017 for review.
DUE DATE: 3/1/17