

CITY OF FORT PIERCE

CONFERENCE AGENDA

Conference Agenda Meeting - Monday, October 8, 2018 - 9:00 a.m.

City Hall - Commission Chambers, 100 North U.S. #1, Fort Pierce, Florida

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **New Business**
 - a. Discussion on the the Humane Society
 - b. Parks Advisory Committee Presentation on Naming and Re-Naming Public Facilities
 - c. Consideration of Infill Properties Initiative for the City of Fort Pierce
 - d. Proposed Building Department Buildout and Virtual Permitting Hub
5. **City Commission Boards and Committees Updates**
6. **Adjournment**

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office at (772) 467-3065 at least 48 hours prior to the meeting.

City Commission Conference Agenda

4.a.

Meeting Date: 10/08/2018

Re: Humane Society FY 19 contract

Submitted For: Peggy Arraiz, Code Compliance Manager, Code Enforcement

SUBJECT:

Discussion on the the Humane Society

Attachments

FY 16 - FY 18 Impound Numbers

Proposed contract

Memo from HS to Commission

Memo from P Arraiz to N Mimms - Increase justification

Form Review

Inbox

City Manager

City Manager

Form Started By: Peggy Arraiz

Final Approval Date: 10/04/2018

Reviewed By

Peggy Arraiz

Nick Mimms

Date

09/18/2018 08:52 AM

10/04/2018 11:06 AM

Started On: 09/18/2018 08:51 AM

FY 2017 - 2018
ACO TURN-IN

TOTAL

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
Kittens	0	0	7	3	2	8	30	12	11	16	31		120
Kitten litters	0	0	2	1	1	3	9	5	4	4	6		35
Domestic Cats	19	19	14	14	7	9	9	10	10	10	22		143
Puppies	1	0		1	1	0	0	0	0	0	0		3
Dogs	50	28	30	33	25	22	17	40	33	32	36		346
	70	47	46	49	34	34	35	55	47	46	64	0	527

OWNER TURN-IN

Kittens	16	11	3	0	6	6	0	19	12	0	4		77
Kitten litters	5	2	1	0	1	2	0	4	2	0	1		18
Domestic Cats	17	17	12	7	22	10	14	20	37	13	20		189
Puppy litters	0	0	1	0	0	1	1	0	0	0	0		3
Dogs	10	14	14	15	21	16	8	21	16	25	19		179
	32	33	28	22	44	29	23	45	55	38	40	0	389

TOTAL ANIMALS

Kittens	16	11	10	3	8	14	30	31	23	16	35	0	197
Kitten litters	5	2	3	1	2	5	9	9	6	4	7	0	53
Domestic Cats	36	36	26	21	29	10	23	30	47	23	42	0	323
Puppies	1	0	1	1	1	1	1	0	0	0	0	0	6
Dogs	60	42	44	48	46	38	25	61	49	57	55	0	525
	102	80	74	71	78	54	58	100	102	84	104	0	907 Avg: 76
													907

FY 2016 - 2017
ACO TURN-IN

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
Kittens	9			7		12	14	3	11		24	19	99
Kitten litters	3			2		5	3	1	4		6	5	29
Domestic Cats	18	9	7	10	8	12	7	10	11	6	32	19	149
Puppies			1			1			1	1	0	0	4
Dogs	31	30	33	32	47	31	25	36	41	30	36	31	403
	52	39	41	44	55	49	35	47	57	37	74	55	585

OWNER TURN-IN

Kittens	4	10				5	10	4	8	7	4	14	66
Kitten litters	2	3				1	3	1	2	2	2	4	20
Domestic Cats	7	6	10	15	10	13	12	19	35	18	19	15	179
Puppy litters					3							1	4
Dogs	13	17	4	19	13	8	10	11	9	27	18	18	167
	22	26	14	34	26	22	25	31	46	47	39	38	370

TOTAL ANIMALS

Kittens	13	10	0	7	0	17	24	7	19	7	28	33	165
Kitten litters	5	3	0	2	0	6	6	2	6	2	8	9	49
Domestic Cats	25	15	17	25	18	25	19	29	46	24	51	34	328
Puppies	0	0	1	0	3	1	0	0	1	1	0	1	8
Dogs	44	47	37	51	60	39	35	47	50	57	54	49	570
	74	65	55	78	81	71	60	78	103	84	113	93	955

955

FY 2015 - 2016
ACO TURN-IN

	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEPT	TOTAL
Kittens	7	8	12	0	4	15	22	16	23	9	7	33	156
Kitten litters	2	2	3	0	1	4	7	5	8	3	2	7	44
Domestic Cats	22	4	19	9	24	14	13	14	19	14	10	15	177
Puppies	4	0	3	8	0	0	0	0	0	0	0	0	15
Dogs	32	32	47	40	27	39	49	38	51	55	47	43	500
													736

OWNER TURN-IN

Kittens	0	0	0	0	0	0	0	8	4	21	0	14	47
Kitten litters	0	0	0	0	0	0	0	2	1	5	0	3	11
Domestic Cats	2	7	7	7	5	13	15	12	13	1	14	12	108
Puppies	0	0	0	0	0	0	0	0	0	0	0	0	0
Dogs	18	12	15	12	7	15	14	15	22	7	5	10	152

TOTAL ANIMALS

Kittens	7	8	12	0	4	15	22	24	27	30	7	47	203
Kitten litters	2	2	3	0	1	4	7	7	9	8	2	10	55
Domestic Cats	24	11	26	16	29	27	28	26	32	15	24	27	285
Puppies	4	0	3	8	0	0	0	0	0	0	0	0	15
Dogs	50	44	62	52	34	54	63	53	73	62	52	53	652
	80	57	94	76	64	85	98	86	114	85	78	90	1007

AGREEMENT

THIS AGREEMENT made this day of August 20, 2018, between the City of Fort Pierce, a municipal corporation, hereinafter referred to as “City”, and the Humane Society of St. Lucie County, Inc., hereinafter referred to as “The Humane Society”, is entered into between the parties for the purpose of the City providing reimbursement to The Humane Society for animals from within City’s municipal boundaries, brought to The Humane Society as lost, abandoned, or neglected animals.

WHEREAS the City, through operation of its Animal Control Division and the enforcement of state and local laws regulating animal control and in protection of the health, safety, and welfare of the citizens of the City, takes into custody and impounds animals; and

WHEREAS The Humane Society has the ability to provide facilities for the impoundment and the provision of other services to the City’s Animal Control Division, as well as to the citizens of the City; and

WHEREAS the parties agree to mutually cooperate for the purpose of controlling animals within the corporate limits of the City,

NOW THEREFORE, in consideration of the mutual benefits received by each party, the City and The Humane Society agree as follows:

1. The Humane Society shall be a provider of shelter, board, and care for domestic animals picked up within the City’s corporate limits or received from the citizens of the incorporated areas of the City and delivered to The Humane Society by either the City’s Animal Control Division or any citizen of the incorporated area of the City, until the animal is either returned to its owner, adopted, or otherwise disposed of at the discretion of The Humane Society and in accordance with state and local law. Delivery of any animal pursuant to this Agreement shall be made to The Humane Society’s shelters at 100 Savannah Road, Fort Pierce, Florida or 8890 NW Glades Cut Off Road, Port St. Lucie, FL 34986. The Humane Society shall further provide quarantine for all animals which have been involved in a biting incident.
2. The Humane Society shall, at its discretion, provide appropriate medical care and preventative vaccinations whenever possible, to animals delivered to its shelter by the City’s Animal Control Division or by any citizen of the incorporated areas of the City.
3. The Humane Society shall treat, whenever possible, flea and tick infestation of outer extremities of animals delivered to its shelter by City’s Animal Control Division or by any citizen of the incorporated areas of the City.
4. The Humane Society agrees to comply with all local, state and federal laws, rules and regulations.
5. The Humane Society shall allow unannounced inspections of the facility by the City Manager, Animal Control Manager and Animal Control Officers to ensure that all animals under its care are being treated humanely and receiving the appropriate medical care as outlined in paragraphs 2 and 3 of this section as well as in accordance with state statutes regarding animal care and control.

6. The Humane Society shall provide the City with a monthly record of all animals delivered to the its shelter by City's Animal Control Division or any citizen of the incorporated area of the City, including the names and addresses of citizens who drop off animals and the owners to whom animals are returned. The City will not be responsible for any animal that is dropped off anonymously at the shelter. The monthly reports shall be produced by The Humane Society and delivered to the City on or before the fifth day of the month following the month for which the report is prepared.
7. The term of this Agreement shall take effect on October 1, 2018, and shall continue through and including September 30, 2019.
8. For and in consideration for the shelter services performed by The Humane Society in accordance with this Agreement, the City shall compensate The Humane Society in the total amount of \$133,000.00, payable in quarterly payments in the amount of \$33,250.00. Payment shall be due on or before November 1, 2018, February 1, 2018, May 1, 2019 and August 1, 2019, upon receipt of a written financial report from the Humane Society for the previous quarter on or before October 15, 2018, January 15, 2019, April 15, 2019, and July 15, 2019, respectively. In the event of early termination according to the provisions of the Agreement, the Humane Society shall refund the pro rata amount of the lump sum payment to the City of Fort Pierce based upon a three hundred sixty-five (365) day term. Such refund shall be due within thirty (30) days of the effective date of the termination.
 - a. The agreed upon annual fee shall cover the impoundment of up to one thousand (1,000) animals as shown by the monthly records required in paragraph 6 herein.
 - b. Kitten and puppy litters without their dam will be impounded as a single animal. Litters with their dam shall be counted as two (2) animals. For purposes of this section, a kitten or puppy shall be any young animal approximately eight (8) weeks old or younger.
 - c. If the number of impounds exceeds one thousand (1,000) animals verified by the reports required in paragraph 6 as being a City animal, the City will be billed at a rate of \$130.00 per animal.
9. In the event an animal is impounded by City Animal Control Officers due to animal abuse and the City exercises its discretion to pursue charges relating to such abuse, the City agrees to file the necessary paperwork with the Clerk of Court to obtain custody of such animals. The City will pay the following:
 - a. \$10.00 per day per animal until a final determination is made by the court.
 - b. If needed to ensure the safety of both the staff and other animals impounded at The Humane Society, within thirty (30) days of impound, the City will pay \$10.00 per animal for the necessary vaccinations, including rabies and bordetella.
 - c. If the City is granted custody of the animal(s) by the court and The Humane Society deems the animals to be adoptable, the City will provide a free voucher to cover the costs of the animal to be spayed or neutered.

10. The Humane Society shall not release an animal impounded under this Agreement unless the conditions specified in Sec. 4-76 of the City Code of Ordinances have been met.
11. If during the term of this Agreement, there is an unexpected increase in The Humane Society's operating expense of such magnitude to cause a material and adverse financial burden upon it, The Humane Society shall provide proof of such increase to the City Commission, and upon mutual written agreement by both parties, the annual fee may be adjusted accordingly, and if a mutual written agreement cannot be reached within sixty (60) days from the date first proposed to the City Commission, The Humane Society shall have the right to exercise its option to terminate this Agreement as provided herein, without penalty.
12. The Humane Society shall maintain all relevant books, documents, papers, and records involving transactions related to the monies paid hereunder as well as the records of all animals delivered to the shelter by City's Animal Control Division or any citizen of the incorporated area of the City, including the names and addresses of citizens who drop off animals and the owners to whom animals are returned, for a period of no less than three (3) years from the expenditure of the funds paid under this Agreement, or until any requested inspection or audit by the City is completed. The City shall have the right of inspection and access to all such records upon written notice to The Humane Society. The City shall have the right to audit the use of the monies paid hereunder. Should City wish to inspect such records or conduct an audit of monies expended under this Agreement, the City shall give The Humane Society ten (10) days written notice.
13. The Humane Society hereby agrees to indemnify and hold harmless the City, its representatives, employees, elected, and appointed officials from and against claims, demands, legal fees, costs of action, losses, damages, or other expenses occasioned by any negligent act, conduct, error, or omission by The Humane Society, its agents and employees in the performance of this Agreement.
14. The Humane Society is required to provide the City proof of certain insurance under its 1987 lease of the City's property; however, where such lease provisions conflict with the provisions required herein, the requirements of this Section shall control. The Humane Society shall maintain the following insurance coverage during the term of this Agreement:

A.) Commercial General Liability

The Humane Society shall maintain and, prior to commencement of this contract, provide the City with satisfactory evidence of commercial general liability insurance to include: 1) bodily injury and property damage and personal and advertising injury for limits of not less than \$1,000,000 per occurrence; 2) products completed operations aggregate limit of \$1,000,000; 3) Damage to Premises Rented to You for limits of not less than \$100,000 per occurrence; 4) medical payments for limits not less than \$5,000 per person and 5) a general, per contract/project, aggregate limit of not less and \$2,000,000. Such insurance shall be no more restrictive than that provided by the most recent version of standard Commercial General Liability Form (ISO Form CG 00 01) without any restrictive endorsements. The policy shall also provide the City will be given a thirty (30) day written notice of cancellation or non-renewal and include City

and its members, officials, officers and employees as additional insureds on a form no more restrictive than ISO Form CG 20 10 (Additional Insured-Owner, Lessees, or Contractors).

B.) Workers' Compensation and Employers Liability:

The Humane Society shall maintain and, prior to commence of this contract, provide the City with satisfactory evidence of workers' compensation insurance providing Florida statutory (F.S. 440) limits to cover all employees and include Employers Liability coverage with limits of not less than \$500,000 for accidents and disease. The policy shall also provide the City will be given a thirty (30) day written notice of cancellation or non-renewal.

C.) Satisfactory evidence of compliance with the insurance required shall include one of the following forms of acceptable evidence of insurance:

- 1)
 - a. Fully completed satisfactory Certificate of Insurance evidencing all coverage required; and
 - b. A copy of the actual additional insured endorsement as issued on the Commercial General Liability policy, signed by an authorized representative of the insurer(s) verifying the inclusion of the City and the City's members, officials, officers, and employees as additional insureds in the Commercial General Liability; and
 - c. A copy of the actual endorsement for each required policy which provides that the City will be given no less than thirty (30) days advance written notice of any cancellation of the policy(ies), signed by an authorized representative of the insured(s).
- 2) The original of the policy(ies); or
- 3) Other evidence satisfactory to the City.

15. Either party may terminate this Agreement with or without cause upon thirty (30) day written notice to the other. In the event of early termination, The Humane Society shall refund the pro rata amount of the lump sum payment provided in Paragraph 8 of this Agreement to the City of Fort Pierce based upon a 365 day term. Such refund shall be due within thirty (30) days of the effective date of the termination.

16. Any notice shall be in writing and sent registered or certified mail, postage and charges, prepaid, and addressed to the parties as follows:

CITY: Fort Pierce City Manager
P.O. Box 1480
Fort Pierce, Florida 34954

COPY TO: Fort Pierce City Attorney

THE HUMANE SOCIETY:

Humane Society of St. Lucie County, Inc.
P.O. Box 3661
Fort Pierce, Florida 34948

17. No amendment, modification or waiver of this Agreement shall be valid or effective unless in writing and signed by both parties and no waiver of any breach or condition of this Agreement shall be deemed a waiver of any other conditions or subsequent breach whether of like or different nature. If the City, currently or subsequently, provides any forms for contract modifications, The Humane Society agrees to use said forms. The Humane Society shall not delegate, sublet, or subcontract any part of the work under this contract without the prior written consent of the City.

18. This Agreement embodies the whole understanding of the parties. There are no promises, terms, conditions, or obligations other than those contained herein, and this Agreement shall supersede all previous communications, representations, or agreements, whether verbal or written between the parties hereto.

IN WITNESS WHEREOF, the parties have caused the execution by their duly authorized officers effective as of the date set forth above.

CITY OF FORT PIERCE, FLORIDA

Linda Hudson, Mayor

ATTEST:

Linda W. Cox, City Clerk

Approved as to form and correctness

James M. Messer, Esquire
City Attorney

HUMANE SOCIETY OF ST. LUCIE COUNTY, INC.

BY: _____
Stephen Navaretta, President

**STATE OF FLORIDA
COUNTY OF ST. LUCIE**

I hereby certify that on this day, before me, an officer duly authorized by the State and County aforesaid, to take acknowledgements, personally appeared **STEPHEN NAVARETTA, PRESIDENT OF THE**

HUMANE SOCIETY OF ST. LUCIE COUNTY, INC. who executed the foregoing instrument and produced _____ as identification and who did take an oath.

WITNESS MY HAND AND SEAL in the County and State aforesaid this ____ day of _____, 2018.

Notary Public signature

Print name

My commission expires: _____



RECEIVED

JUN 04 2018

**THE CITY OF FORT PIERCE
ANIMAL CONTROL DIVISION**

adopt 🐾 foster 🐾 volunteer

June 4, 2018

To Honorable Mayor and Commissioners:

Because your City Manager, Mr. Mimms, would not meet with us we are here tonight.

The City's contract with the Humane Society is up for renewal. After years of subsidizing 30-48% of the per animal costs, the Humane Society has no viable alternative but to reduce the gap between the costs of housing the animals taken in and the amounts paid by the City. Unlike you we do not have a general or reserve fund or a tax base to draw upon. On behalf of the animals, we are requesting an additional \$50,000. or a total base contract cost of \$180,000.

At the present time the per animal cost to the Humane Society is approximately \$250. The City pays the Humane Society \$130. That leaves a deficit of \$120. \$180,000. still leaves a deficit but it helps narrow that deficit from 48% to 28%. The Humane Society has funded a significant portion of the City's costs for too long. We have done what we could to reduce costs, including reducing salaries, hours and personnel. We can't cut anymore. While our employees have taken salary cuts, your employees have received at least 17% increases over a 7 year period.

Your code compliance manager makes triple what our shelter manager makes. Your employees' benefits far exceed those we offer ours. We ask that you pay your fair share. While we would like to ask for 100% of our costs, we know that will not happen. However, it is not unreasonable for you to pay 72% of our costs of caring for your animals.

P.O. Box 14199, Fort Pierce, FL 34949 * PH: 772.672.8238 * Fax: 772.672.8267

Shelter Locations: 100 Savannah Rd., Fort Pierce, 8890 Glades Cut-Off Rd., Port St. Lucie, FL

Thrift Store & Donation Center: 1001 W. Midway Rd., Fort Pierce

Finally, let me dispel some myths. While the Humane Society leases the building at Savannah Road for \$1 per year, it is responsible for all maintenance on that building and facility. On a 70 year old building those costs are not insignificant. The Humane Society also pays utilities and insurance on that building. Thus, if anything it is a wash. We care for your building as well as your animals. As for the other disingenuous argument put forth by your negotiator, namely the Glades shelter increases the per animal costs. The Humane Society did not include the mortgage in calculating the per animal cost. Thus, that argument fails.

Please hear the animals who depend upon you and us to plead their case. We and the animals we care for thank you for your consideration.



THE SUNRISE CITY
ANIMAL CONTROL

FORT PIERCE *Florida*

TO : Nicholas Mimms, City Manager
FROM : Peggy Arraiz, Code Compliance Manager
SUBJECT : FY 19 Humane Society Contract
DATE : August 20, 2018

Received
AUG 21 2018
City of Fort Pierce
City Manager's Office

I have been in communication with the Humane Society regarding the contract for FY19 and we have been able to come to an amicable agreement of a minor increase of \$3000.00 for the year plus an increase to \$10 per day for the housing of animals impounded for abuse cases.

As a brief history, in 2012 the City and the Humane Society agreed to implement a flat-fee based contract instead of a per animal cost. The flat rate fee at that time was \$125,000 with no cap on the number of animals impounded. That same fee remained in effect for FY13, FY14, FY15 and FY16 with only a few minor changes in the per day fee for abuse cases, counting litters as a single animal and the implementation of a cap on the number of animals impounded.

In FY 17, the Humane Society requested a drastic increase to \$165 per animal and a "facility fee" of \$25,000. Substantial negotiations took place that year and we settled on an increase of \$5,000 for a total of \$130,000. This amount remained the same for this current fiscal year.

For FY19, the Humane Society has again requested a substantial increase of \$50,000 for a contract total of \$180,000, which was denied by the City. Staff and representatives from the Humane Society had several discussions in which the following items were agreed upon: 1) The City has maintained its impound rate to less than the 1000 cap; 2) The Humane Society has increased the time a veterinarian is present at the Savannah Shelter; and 3) there are general increases in costs that all businesses have experienced. Based on these discussions, staff agreed to recommend to the City Commission a minor increase of \$3,000.00. Additionally, the per day fee for animal abuse cases has increased to \$10.00 per day. As the City typically only has 1 or 2 cases per year and we have been successful in requiring the animal owner to cover this charge, this is also considered a minor change.

Please advise if you require any additional information regarding this matter.

OK
N
8/21/18

City Commission Conference Agenda

4.b.

Meeting Date: 10/08/2018

Re: Parks Advisory Committee Presentation on Naming and Re-Naming Public Facilities

Submitted For: Mike Reals, Public Works Manager, Public Works

SUBJECT:

Parks Advisory Committee Presentation on Naming and Re-Naming Public Facilities

Attachments

Naming guidelines

Nomination form

Form Review

Inbox

City Manager

City Manager

Form Started By: Mike Reals

Final Approval Date: 10/04/2018

Reviewed By

Kaitlyn Ballard

Nick Mimms

Date

09/26/2018 10:36 AM

10/04/2018 11:05 AM

Started On: 08/14/2018 04:37 PM

GUIDELINES FOR THE NAMING OF PUBLIC FACILITIES

City of Fort Pierce, Florida Proposed 8/21/18

Purpose

The purpose of these guidelines is to establish a systematic and consistent approach for the official naming of public facilities in the City of Fort Pierce, including parks, facilities, recreational areas, streets, municipal buildings, and specialized areas.

Objectives

- Ensure that parks, facilities, recreational areas, streets, municipal buildings, and specialized areas are easily identified and located.
- Ensure that given names to parks, facilities, recreational areas, streets, municipal buildings, and specialized areas are consistent with the values and character of the area or neighborhood served.
- Encourage public participation in the naming, renaming, and dedication of parks, facilities, recreational areas, streets, municipal buildings, and specialized areas.
- Encourage the dedication of lands, facilities, or donations by individuals and/or groups.
- Advance the reputation of the City as well as increase the understanding and public support for its programs.

Criteria

The practice of the City of Fort Pierce is to name parks, recreation areas, facilities, streets, municipal buildings, and specialized areas through an adopted process utilizing the above objectives, emphasizing community values and character, local and national history, geography, the environment, civics, and service to the City of Fort Pierce. Therefore, the following criteria shall be used in determining the appropriateness of the naming designation:

- Neighborhood, geographic, or common usage identification;
- A historical figure, place, event, or other instance of historical or cultural significance;
- National, state, and local leaders or heroes, both past and present;
- Natural or geographical features, such as plant materials, streams, rivers, lakes, and creeks;
- An individual, living or deceased [a] who has made a significant land and/or monetary contribution to the park, recreation area, facility, or municipal building, or [b] who has had the contribution made "In Memoriam" and when the name has been stipulated as a condition of the donation;
- An individual, living or deceased, who has contributed outstanding civic service to the City;

Facilities, specialized areas, or amenities may have a name different from that of the larger park, recreation area, facility, or municipal building.

When feasible, the process to name parks, recreation areas, facilities, streets, municipal buildings, and specialized areas should begin within twelve (12) months after the City has acquired title to the land and/or formally accepted the dedication.

Names that are similar to existing parks, recreation areas, facilities, streets, municipal buildings, and specialized areas should not be considered in order to minimize confusion.

Renaming

The City reserves the right to change the name of a park, recreation area, facility, street, municipal building, or specialized area to maintain consistency with these guidelines. However, renaming carries with it a much greater burden of process compared to initial naming. Tradition and continuity of name and community identification are important community values. Each request to rename must meet the criteria of this policy, but meeting all criteria does not ensure renaming.

Procedures

The steps to name a public facility include but are not limited to:

1. An open call for submissions publicized in all local media including a deadline for submission;
2. A completed "City of Fort Pierce Nomination Form" submitted to the City Clerk for each nomination by any citizen, group, or organization;
3. Submissions vetted by the Parks Committee, including all facts and backgrounds listed on the nomination form plus any other research deemed appropriate;
4. All vetted submissions presented to the Commissioners for review with notes from the research;
5. Commissioners discuss these submissions during a Conference Agenda meeting. The Commission may accept or reject the Committee submissions. In the latter event, the Commission shall refer the call for submissions back to the Committee.
6. Commissioners select the name by vote at a Commission Meeting.

City of Fort Pierce Naming of Public Facilities Nomination Form

This Nomination Form is to establish a systematic and consistent approach for the official naming of public facilities in the City of Fort Pierce including parks, facilities, recreational areas, streets, municipal buildings, and specialized areas. The criteria for nomination are explained in the document "Guidelines for the Naming of Public Facilities".

Nominator

Name _____

Address, City, State, Zip _____

Phone _____ Email _____

Nomination

The nominator must answer the following questions and submit this form to the City Clerk by _____

Name being nominated _____

If a person:

A. Address, City, State, Zip (or former if deceased) _____

B. Date of Death (if deceased) _____

C. List specific years of involvement (Example - 01/10-12/17) _____

D. Identify the general area of contribution made by the nominee.

a. (Example - Health, Education, Business, Environment, Civic, Other) _____

E. Summarize the type of contribution (accomplishments and community involvement) that the nominee made. (more detail in #1 and #2) _____

a. (Examples – Neighborhood or geographic; Natural or geological features; National, State, and local leaders; Historical figure, place, or event; Individuals who have made significant monetary contributions or have contributed outstanding service to the community).

If other than a person:

A. Summarize the reason for this nomination (more detail in #3) _____

1. Identify in detail the area of contribution made by the nominee and be specific – name either facilities or specialized areas. (Example - Health, Education, Business, Environment, Civic, Other).

2. Describe the type of contribution (accomplishments and community involvement) that the nominee made. (Examples – Neighborhood or geographic; Natural or geological features; National, State, and local leaders; Historical figure, place, or event; Individuals who have made significant monetary contributions or have contributed outstanding service to the community).

3. Describe in detail why the name being nominated is related to this facility, including any background, details, or other relevant information.

Signature of Nominator _____

Return the completed forms by email or mail to:

Email: lcox@city-ftpierce.com

Mail: Linda Cox, City Clerk, City of Fort Pierce, 100 N US Highway 1, Fort Pierce, FL 34950

City Commission Conference Agenda

4.c.

Meeting Date: 10/08/2018

Re: Consideration of Infill Properties Initiative for the City of Fort Pierce

Submitted For: Paul Thomas, Building Official, Building

SUBJECT:

Consideration of Infill Properties Initiative for the City of Fort Pierce

Attachments

Infill Properties Presentation

Form Review

Inbox	Reviewed By	Date
Building	Paul Thomas	10/04/2018 08:32 AM
City Manager	Nick Mimms	10/04/2018 11:07 AM
Form Started By: Karen Murphy		Started On: 10/03/2018 11:44 AM
Final Approval Date: 10/04/2018		



THE SUNRISE CITY
FORT PIERCE
BUILDING DEPARTMENT *Florida*



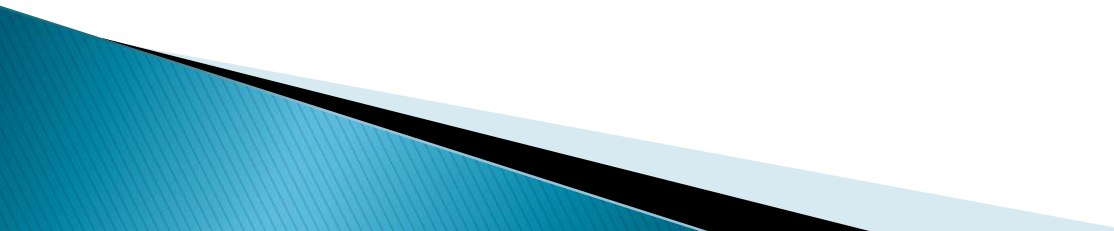
Infill Redevelopment

A Presentation to the City Commission
October 8, 2018

Strategic Plan

Beautifying our Community

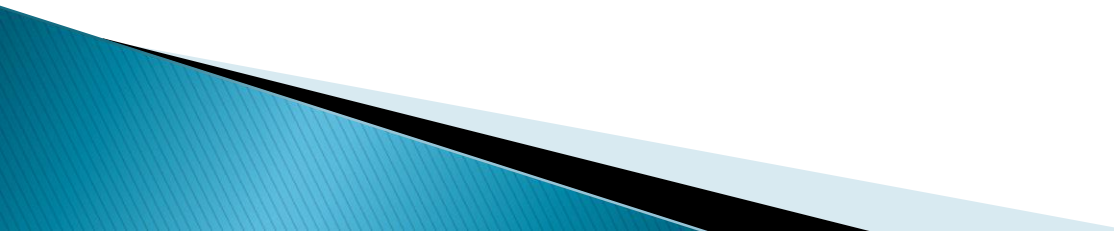
Goal 3: Infill Redevelopment

- ▶ Several neighborhoods have become decimated with overgrown vacant land.
 - ▶ There is a housing shortage in the City that is affordable to the everyday working families and citizens of the City.
- 

Goals–

Infill redevelopment is critical to maintain and expand diversification and sustainability; and, to provide the character and sense of a community where people want to live, work and play.

Intent–

- ▶ Establish a Community Land Trust (CLT) to construct new housing in existing neighborhoods to beautify our City.
 - ▶ Provide an increasing number of residents with affordable housing.
 - ▶ Reduce the blight within our City.
- 

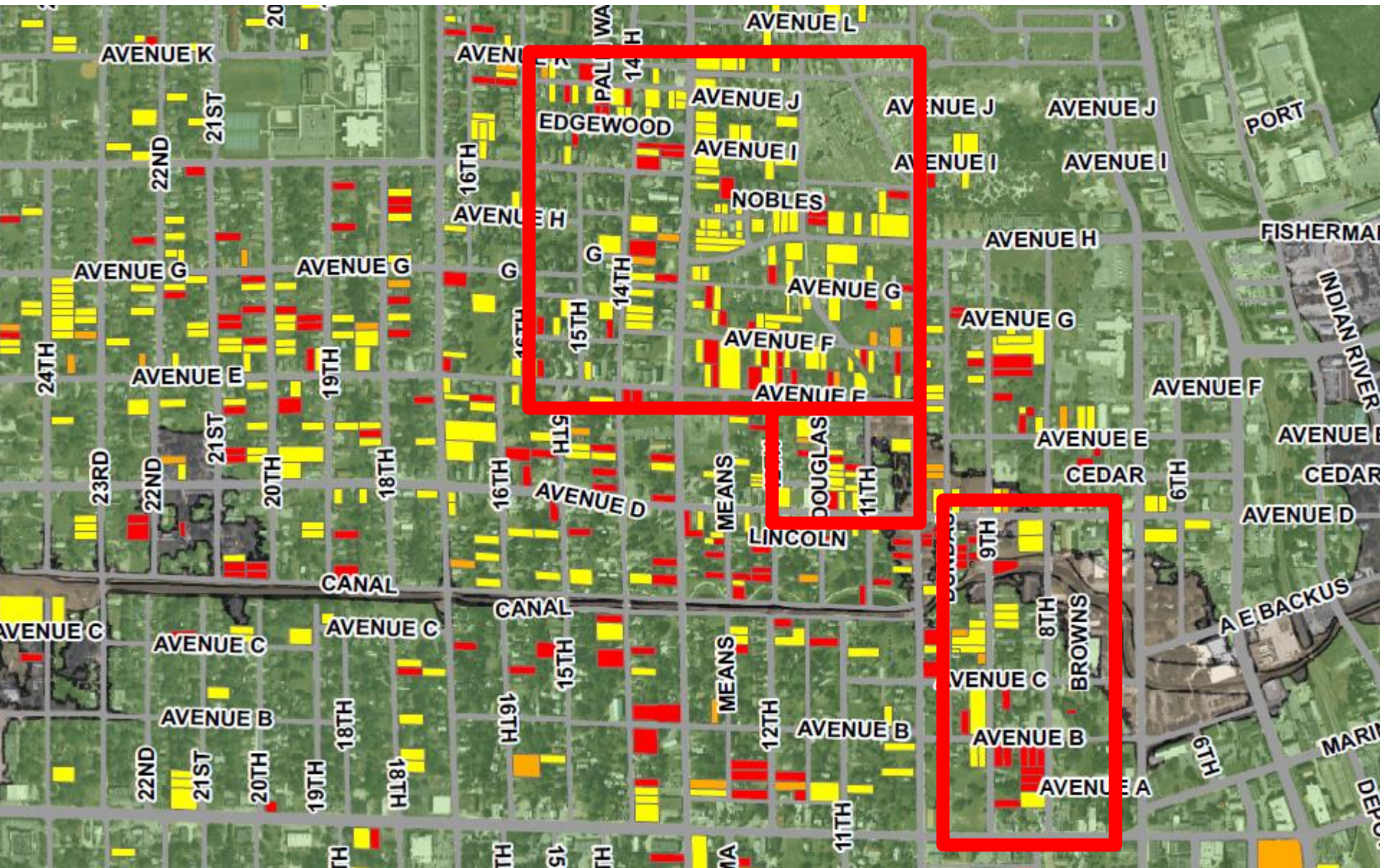
Community Land Trust

- ▶ A Community Land Trust (CLT) is:
 - A nonprofit organization in partnership with the City.
 - Tasked with the oversight of the program;
 - Tasked with establishing the means to permanently preserve the quality and affordability of infilled housing.

Selection of Land

- ▶ City staff will identify parcels of land eligible for acquisition to donate or lease to the CLT.
 - A manageable amount of properties will be selected as to not create a burden on the City or CLT.
 - Priority will be given to identified properties within close proximity of each other to create an impactful visual improvement.

Areas of Interest



Example- Delray Beach CLT



Delray Beach CLT



Example- Palm Beach County CLT



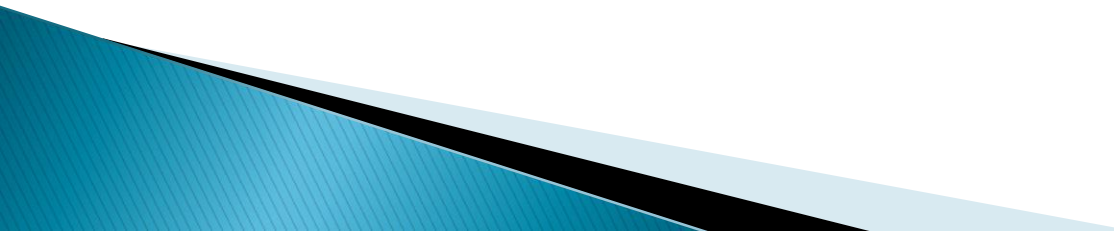
Palm Beach County CLT




Palm Beach County CLT




Land Acquisition

- ▶ Funds must be appropriated for the foreclosure of properties and transfer to the CLT upon forgiveness of liens.
 - ▶ The CLT legally separates ownership of the homes from the land.
 - ▶ The CLT will be responsible for property upkeep until the homes have been developed and sold.
- 

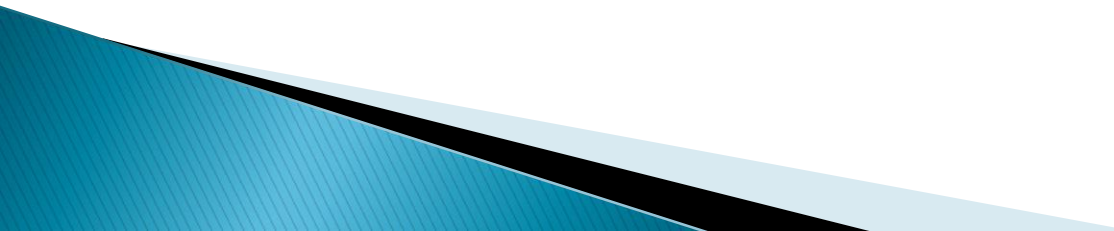
Homebuyers

- ▶ Homebuyers purchase only the house and enter into a long term lease agreement for the land.
 - ▶ Long term land lease makes the home more affordable.
 - ▶ Land lease restricts who the house can be sold to and provides a resale formula to protect permanent affordability.
- 

Implementation

- ▶ Adopt an Ordinance establishing the CLT.
 - ▶ Appoint a Board of Directors comprised of community residents, public and private community stakeholders.
 - ▶ Retain funding for the program.
- 

Possible Funding Sources

- ▶ FPRA Funds
 - ▶ Grant from Franciscan Ministries
 - ▶ Sale of foreclosed properties
 - ▶ Community stakeholder donations
 - ▶ Loans
 - ▶ Density bonus program
 - ▶ Various grants
- 

City Commission Conference Agenda

4.d.

Meeting Date: 10/08/2018

Re: Building Department Buildout / Virtual Permitting Hub

Submitted For: Paul Thomas, Building Official, Building

SUBJECT:

Proposed Building Department Buildout and Virtual Permitting Hub

Attachments

Building Dept. Buildout and Virtual Permitting Hub

Form Review

Inbox	Reviewed By	Date
Building	Paul Thomas	10/04/2018 08:32 AM
City Manager	Nick Mimms	10/04/2018 11:07 AM
Form Started By: Karen Murphy		Started On: 10/03/2018 01:52 PM
Final Approval Date: 10/04/2018		



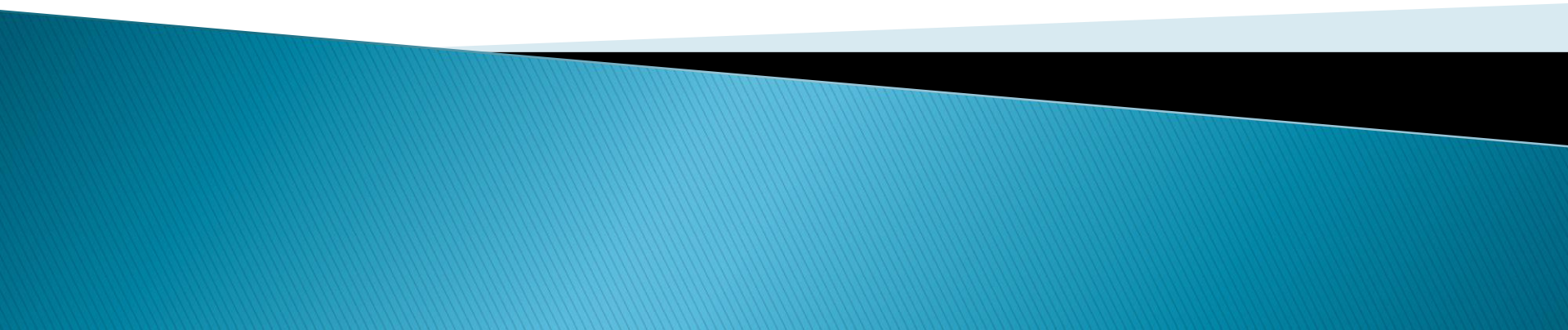
THE SUNRISE CITY
FORT PIERCE
BUILDING DEPARTMENT *Florida*



Permitting Hub Shop for Development/Permitting

A Presentation to the City Commission

October 8, 2018



Strategic Plan


Serving our Community

**Goal 9: Permitting Hub Shop for
Development/Permitting**

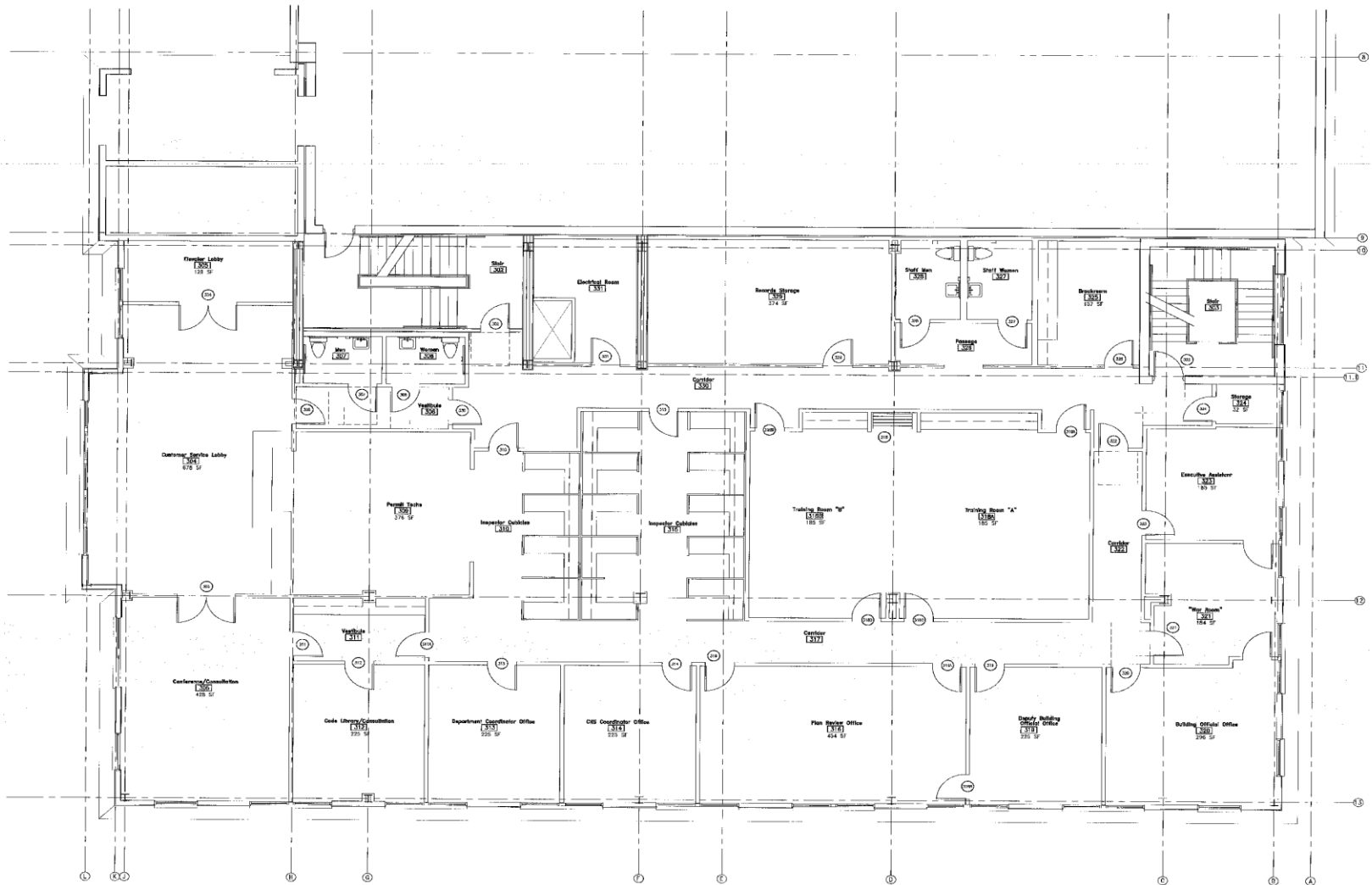
Goal-

The Building Department is interested in relocating to the office space available in the 3rd floor of the parking garage.

Intent–

- ▶ Develop a virtual permitting hub to better accommodate our customers.
 - ▶ Install kiosk to allow for electronic plan review submittal to be in compliance with State Statutes and provide a better service to our customers.
 - ▶ Accommodate additional staffing that has been hired.
- 

Proposed Floor Plan



dB

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Plymouth, Minnesota
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The City of
Fort Pierce

Building
Department
The Sunrise Center
Third Floor

100 North US 1
Fort Pierce, FL

Sheet

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Scale:

Sheet Title:
Renovation Floor Plan
Second Floor Wing 'A'

1/4"=1'-0"

Checked:	Date:
31-03	01/18/14
Drawn:	Checked:
ULF	DBA

Sheet No.:

A-10

DOCUMENT QUALIFICATION
These drawings were prepared by, or information provided by the Owner, in the form of work prepared by others.

This method verification will be at the owner's sole risk. The user shall review the method verification drawings and specifications for errors and omissions and shall be responsible to provide an appropriate warranty or guarantee to support the method verification. The user shall also verify the method verification and the method to be used in the field. The user shall also verify the method verification and the method to be used in the field. The user shall also verify the method verification and the method to be used in the field.

Funding–

- ▶ Funding for the project will be provided by the Building Department reserve fund, or by obtaining a short-term loan for the project.

Next Steps–

- ▶ Receive approval to authorize the design professional to have plans drawn and provide a scope of work to go out to bid for contractor(s).