

# CITY OF FORT PIERCE

## CONFERENCE AGENDA

Conference Agenda Meeting - Monday, March 11, 2019 - 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. Review of Code Enforcement Fines / Liens Process
  - b. Presentation on Solid Waste Collection Options
  - c. Moore's Creek Linear Park erosion update.
  - d. Evaluation of a requested crosswalk crossing Seaway Drive at Fernandina Street.
  - e. Review of proposed loading zone located on the south side of Orange Avenue east of 2nd Street.
  - f. Annual Summary of Activities of Board & Committees
5. **City Commission Boards and Committees Updates**
6. **COMMENTS FROM THE PUBLIC**

Any person who wishes to comment on any subject may be heard at this time. Please limit your comments to three (3) minutes or less, as directed by the Mayor, as this section of the Agenda is limited to thirty minutes. The City Commission will not be able to take any official actions under Comments from the Public. Speakers will address the Mayor, Commissioners, and the Public with respect. Inappropriate language will not be tolerated.

7. **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:** 03/11/2019

**Re:** Review of Code Enforcement Fines / Liens

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

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**SUBJECT:**

Review of Code Enforcement Fines / Liens Process

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**Form Review**

**Inbox**

City Manager

City Manager

Form Started By: Peggy Arraiz

Final Approval Date: 02/11/2019

**Reviewed By**

Peggy Arraiz

Nick Mimms

**Date**

01/15/2019 04:07 PM

02/06/2019 05:04 PM

Started On: 01/15/2019 04:06 PM

**City Commission Conference Agenda**

**4.b.**

**Meeting Date:** 03/11/2019

**Re:** Presentation on Solid Waste Collection Options

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

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**SUBJECT:**

Presentation on Solid Waste Collection Options

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**Attachments**

Sanitation Collection Options Downtown 1-31-19

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**Form Review**

**Inbox**

City Manager

Form Started By: Mike Reals

Final Approval Date: 03/07/2019

**Reviewed By**

Nick Mimms

**Date**

03/07/2019 08:25 AM

Started On: 02/04/2019 02:21 PM



# Sanitation Collection Options Downtown

MARCH 11, 2019 CITY OF FORT PIERCE CITY COMMISSION  
CONFERENCE AGENDA

# REVIEW OF CURRENT SITUATION

- ▶ At the December 10, 2018 Conference Agenda meeting the Commission directed staff to come back with different options pertaining to utilization of underground collection and estimated cost for construction of dumpster enclosures.

# COLLECTION OPTIONS

- ▶ Implement underground refuse collection. Underground Refuse Systems, Inc. has brought this method of collection to the United States, with the City of Kissimmee being the first municipality to utilize this technology.
- ▶ Construct concrete dumpster enclosures to get the containers out of sight and in a secured area. The enclosures will be approximately 8-9 feet tall with gates that are only accessible by solid waste staff and at least one secured access door to be utilized by employees of the various businesses downtown to dispose of their waste.

# Underground Refuse Systems





# RENTAL OPTION

\$100,000.00 down

\$15,000.00 monthly for 60 months (**\$1,000,000.00**)

This price does not include containers: ( $\$14,500.00 \times 12 = \$174,000.00 + \$100,00.00$  for installation)

Fees for returning truck before end of term are as follows

\$300K fee to return truck months 1-12 (**\$580,00.00**)

\$250K fee to return truck months 13-24 (**\$710,000.00**)

\$200K fee to return truck months 25-36 (**\$840,000.00**)

\$150K fee to return truck months 37-48 (**\$970,000.00**)

\$100K fee to return truck months 48-59 (**\$1,085,000.00**)

# HAULING OPTION



111 East Monument St. Suite 401 Kissimmee, FL 34741

Jay Wheeler CEO/Founder

January 13, 2019

To: Mike Reals, Public Works Director City of Fort Pierce

Solid Waste Hauling proposal for Underground Refuse to collect from units purchased from Underground Refuse Systems.

Year one for pickup of 24 containers 7 days a week = \$3447.00 per container monthly

Requirements for this service would be for Fort Pierce to purchase:

Year 1 : 24 containers

Year 2 : 12 containers

Year 3 : 12 containers

Considering the substantial investment of more than one million dollars for 2 trucks fully outfitted, Fort Pierce would need to agree to the above metrics. This over time will help my firm offset the upfront costs associated with this arrangement.

Year 1 fees for collections would be \$82,728.00 monthly for hauling

- ▶ Year 1 cost - \$1,540,736  
 $\$14,500.00 \times 24 = \$348,000$   
Anticipated installation \$200,000  
 $\$82,728.00 \times 12 = \$992,736.00$
- ▶ Year 2 cost - \$1,763,104.00  
 $\$14,500.00 \times 12 = \$174,000$   
Anticipated installation \$100,000  
 $\$124,092 \times 12 = \$1,489,104$
- ▶ Year 3 cost - \$2,259,472  
 $\$14,500.00 \times 12 = \$174,000$   
Anticipated installation \$100,000  
 $\$165,456.00 \times 12 = \$1,985,472$

# PURCHASE OPTION

▶ **\$800-850,000.00**

Cost of truck \$450-500,000.00

12 Underground Systems \$174,000.00

Installation \$100,000.00

18 Above ground units \$59,400.00

# PROS AND CONS OF UNDERGROUND COLLECTION

## PRO

- ▶ Attractive
- ▶ Innovative
- ▶ Secure
- ▶ Space saving
- ▶ Eliminates odors
- ▶ Can be placed in sidewalks
- ▶ The truck can service containers from either side
- ▶ Can be beautified with murals and/or wraps
- ▶ Reduce instances of illegal dumping
- ▶ Animal proof

## CON

- ▶ Costly to purchase and implement
- ▶ Would only serve a small segment of the community
- ▶ Single use truck
- ▶ Would still need a location for waste oil containers

# MARINA SQUARE Est \$68,500





# SOUTH END OF JCP PARKING LOT \$40,500



REVISIONS	
NO.	DESCRIPTION

**FORT PIERCE**  
FLORIDA  
 Precision Design

Dumpster Enclosure  
 JC Penney Parking

A 01

# DEPOT DRIVE \$40,500



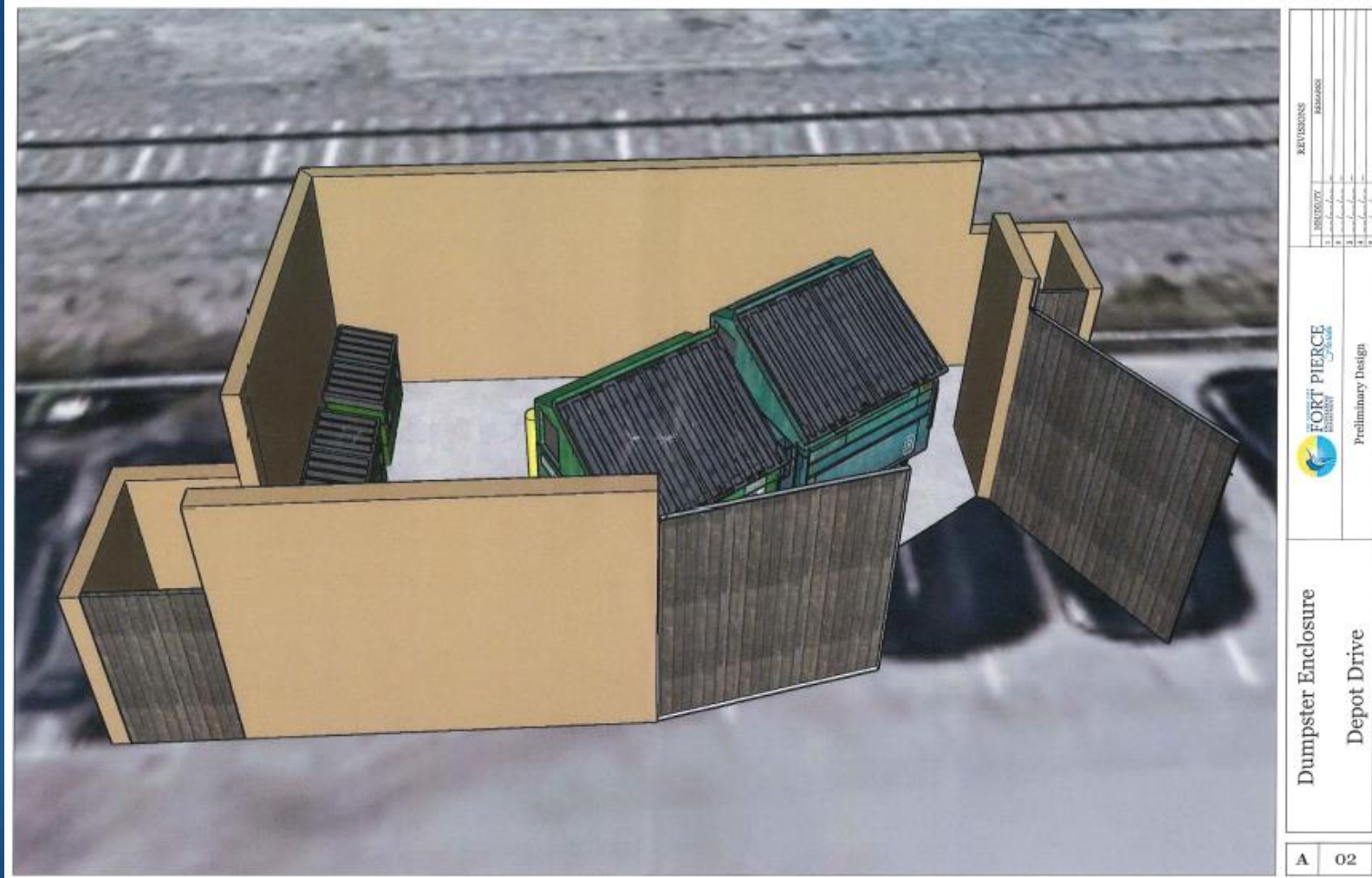
NO.	REVISION	DATE
1	ISSUED FOR PERMITS	11/11/2024
2		
3		
4		
5		
6		
7		
8		
9		
10		

**FORT PIERCE**  
UNIVERSITY  
DESIGN  
Preliminary Design

Dumpster Enclosure  
Depot Drive

A 01

# DEPOT DRIVE 3D RENDERING



# PROS AND CONS OF ENCLOSURES

## PRO

- ▶ Attractive
- ▶ Secure
- ▶ Affordable
- ▶ Can house waste oil containers
- ▶ Can be beautified with murals and/or landscaping
- ▶ Reduce instances of illegal dumping
- ▶ Reduce odors

## CON

- ▶ Will require reducing the number of available parking spaces
- ▶ Will require staff time to unlock and open the gates to service dumpsters

# CONCLUSION

## ENCLOSURE

- ▶ Can be accomplished for +/- \$200,000.00
- ▶ Can be implemented in under 90 days
- ▶ Will not require new equipment to service

## UNDERGROUND

- ▶ Anticipated cost of to purchase \$800-850,000.00
- ▶ Renting the truck or signing a hauling agreement \$1,000,000.00+
- ▶ Underground Refuse Systems is willing to finance some or all of the purchase for a term of 5-7 years
- ▶ Implementation in 9-12 months from issuance of Purchase Order



# QUESTIONS

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**City Commission Conference Agenda**

**4.c.**

**Meeting Date:** 03/11/2019

**Re:** Moore's Creek Linear Park

**Submitted For:** Nick Mimms, City Manager, City Manager

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**SUBJECT:**

Moore's Creek Linear Park erosion update.

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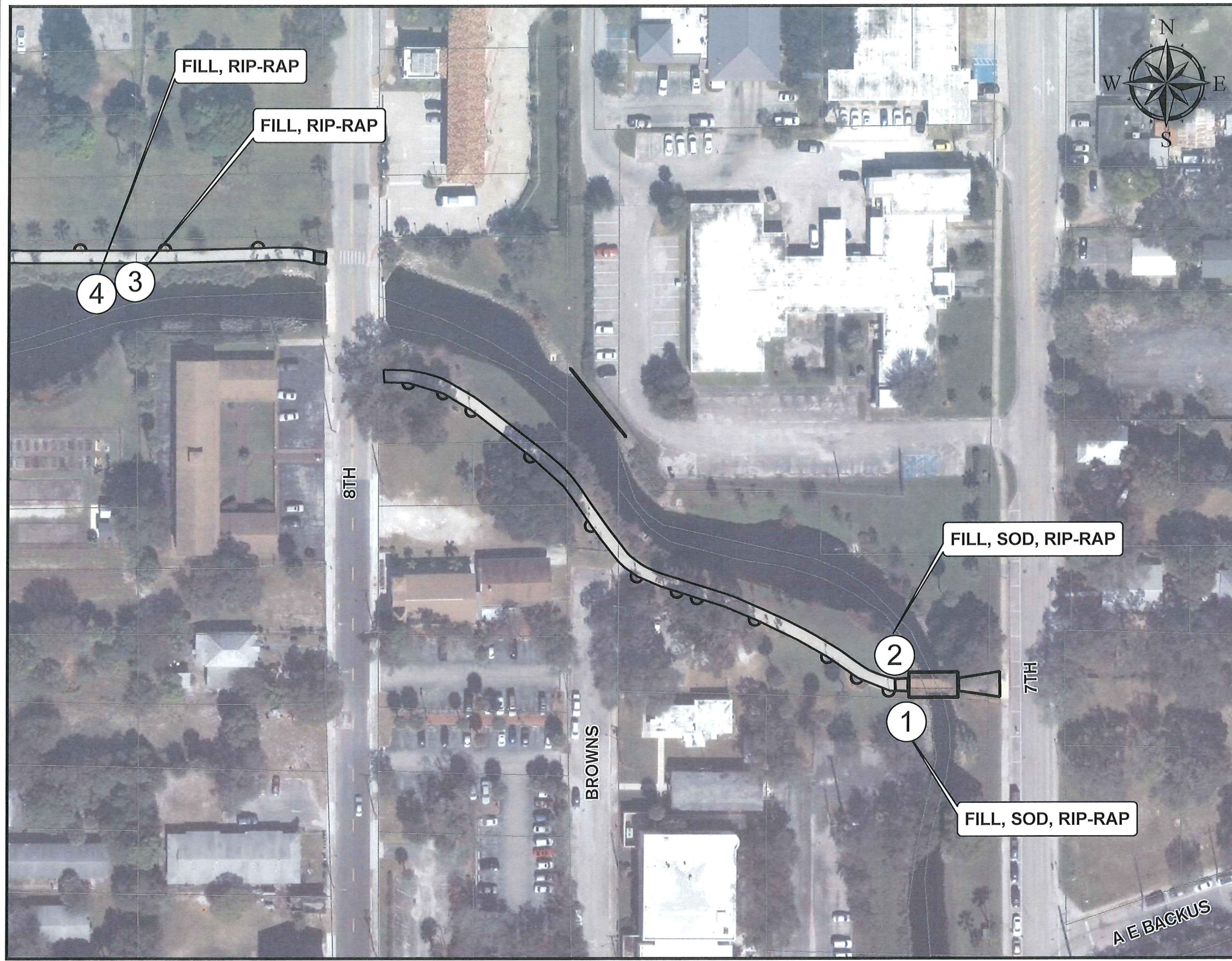
**Attachments**

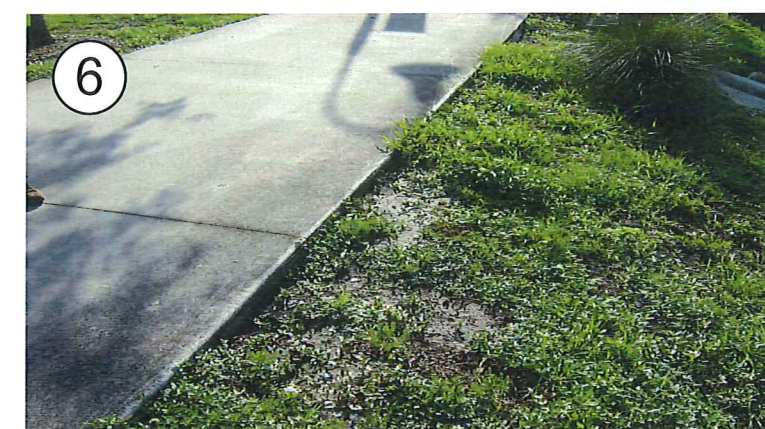
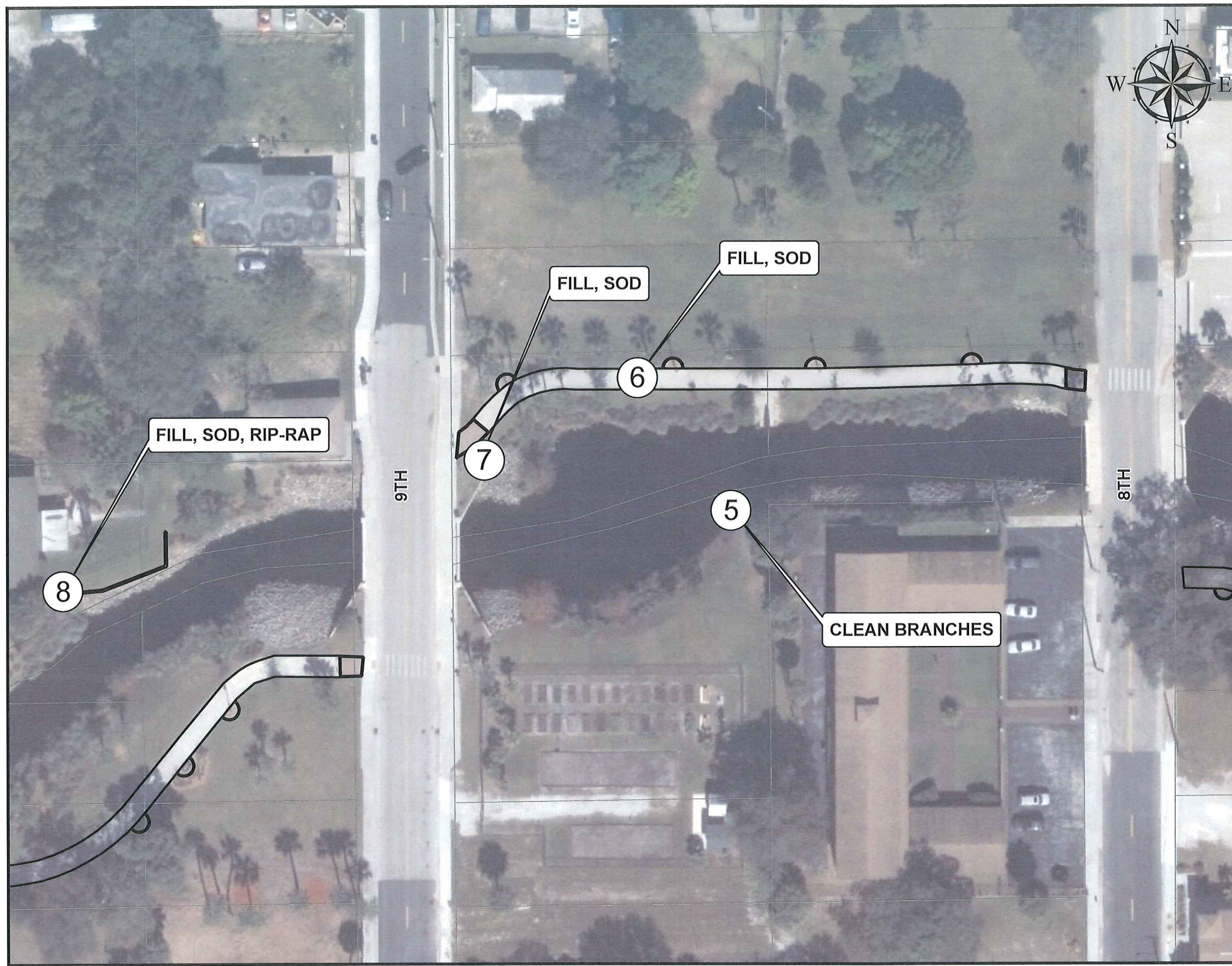
Erosion Photos

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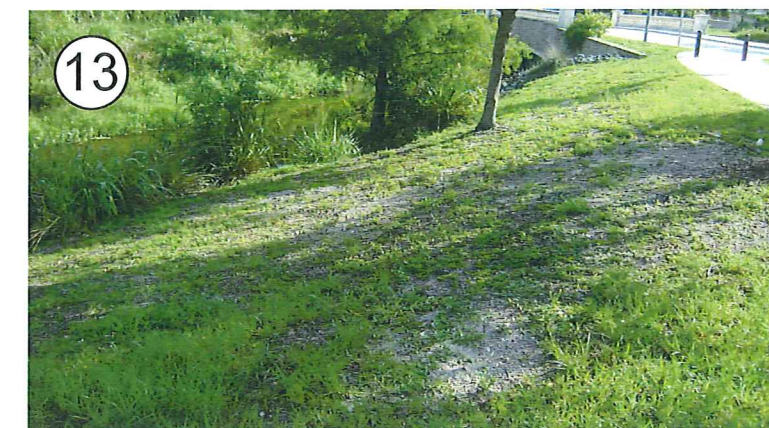
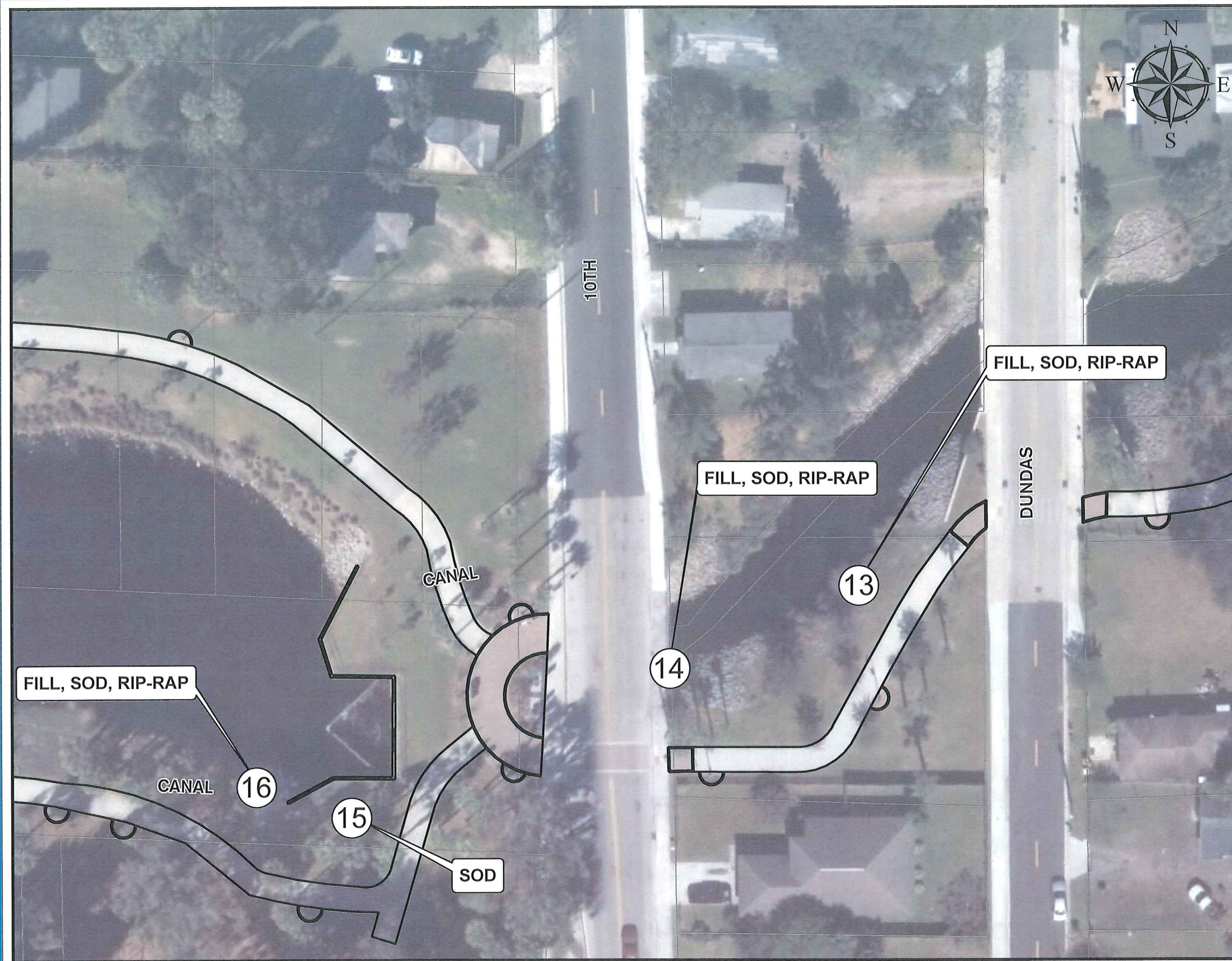
**Form Review**

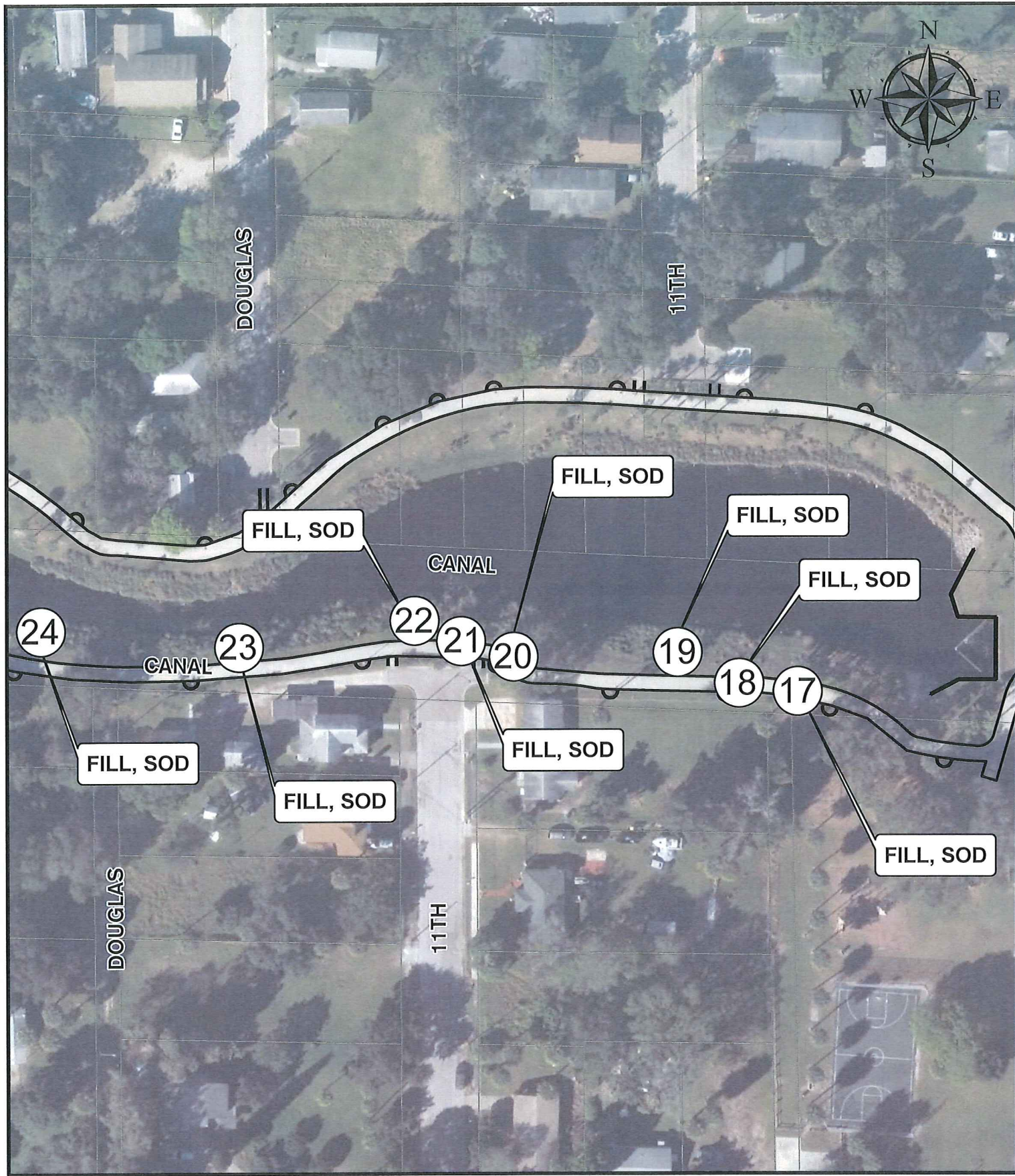
<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
City Manager	Nick Mimms	02/06/2019 05:24 PM
City Manager	Nick Mimms	03/07/2019 08:22 AM
Form Started By: Jennifer Robinson		Started On: 02/06/2019 02:42 PM
Final Approval Date: 03/07/2019		

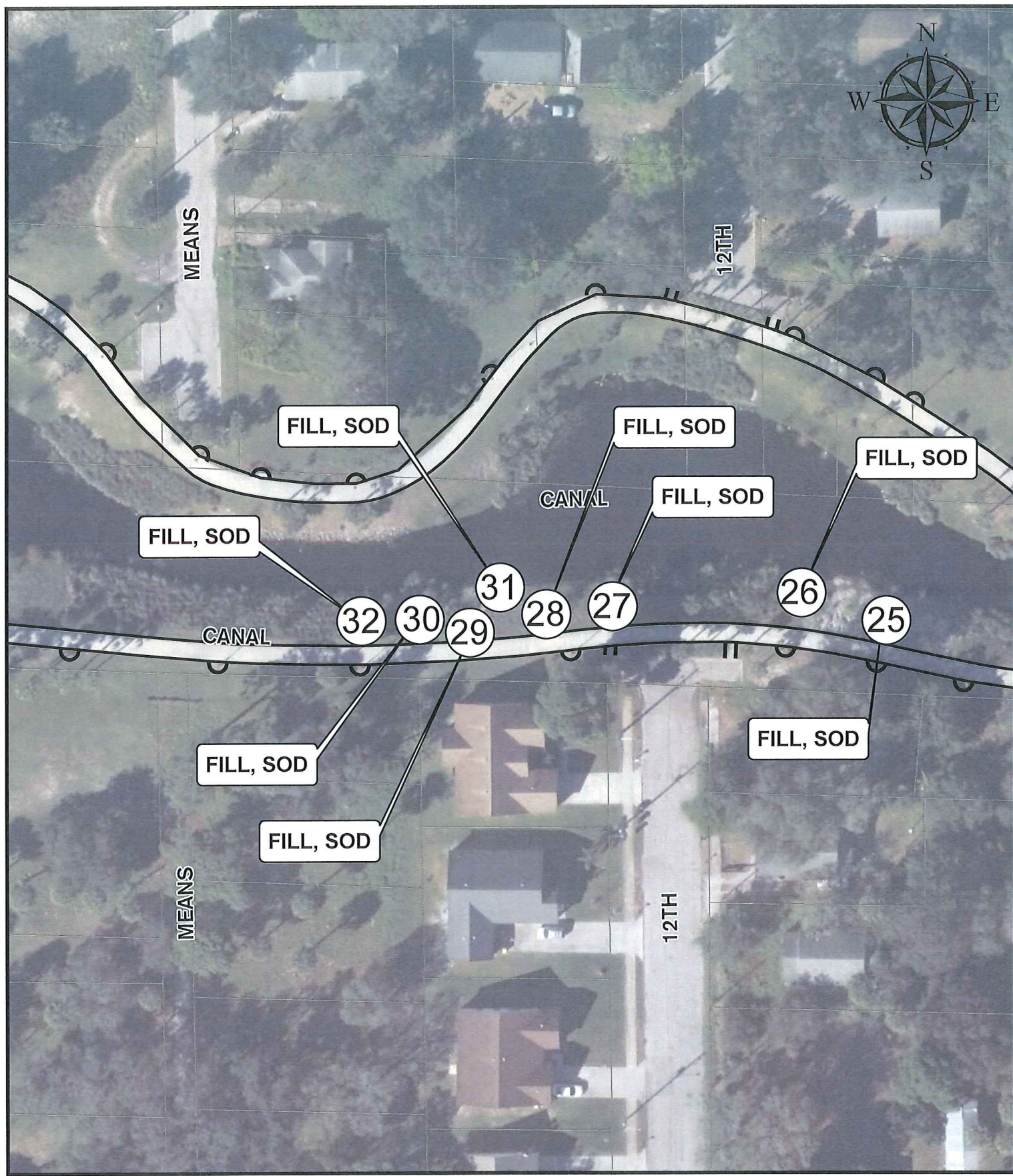


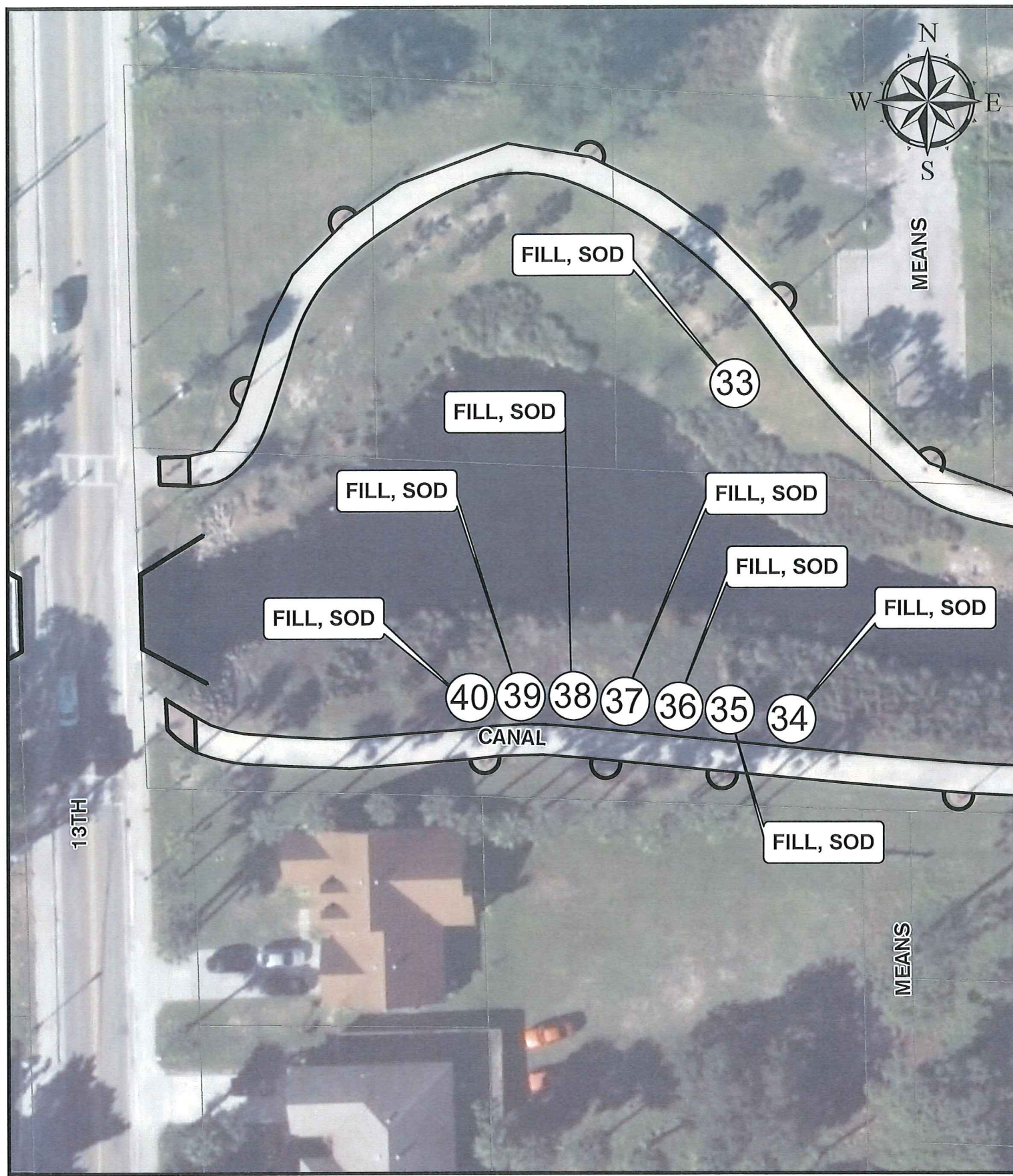


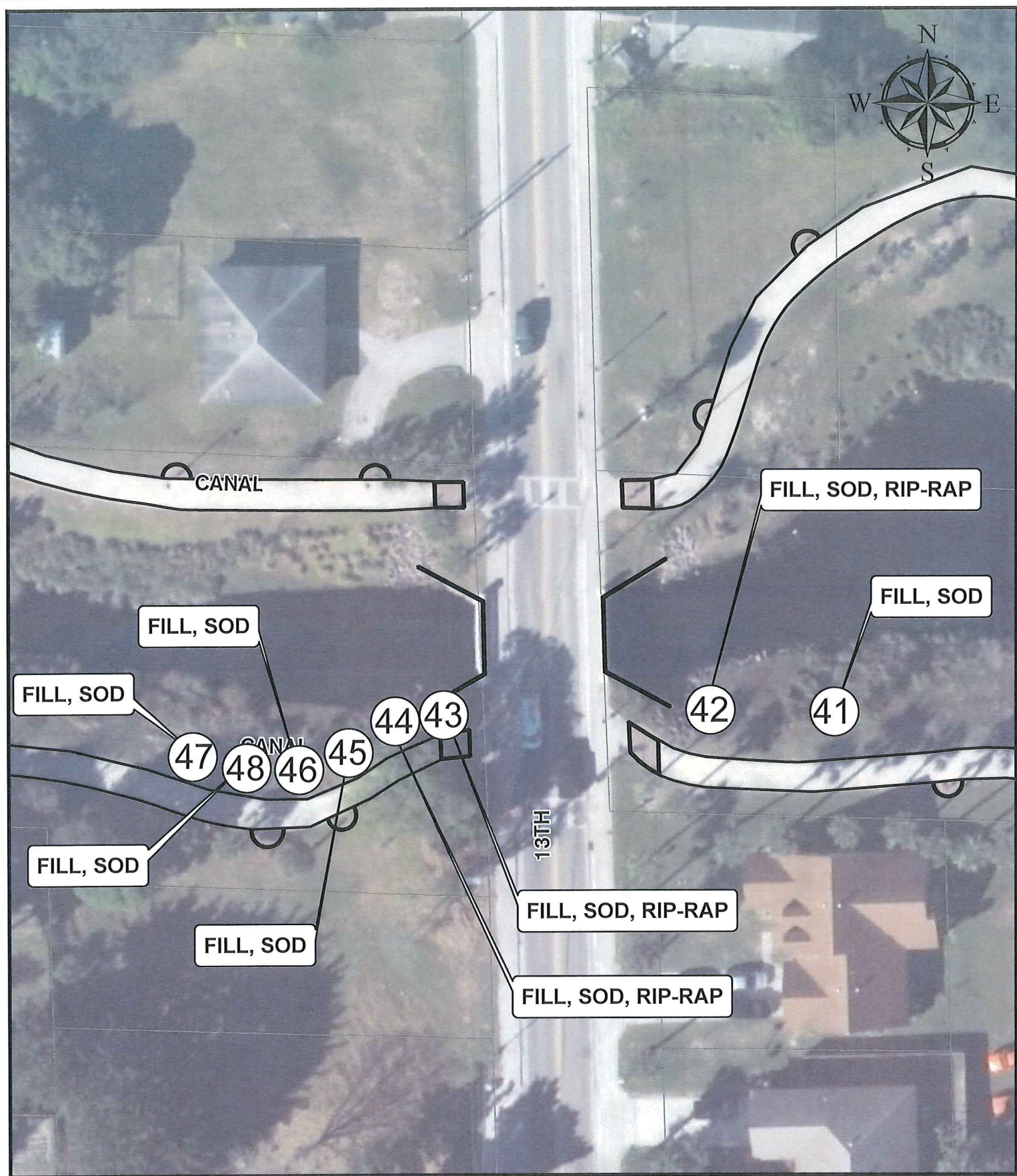


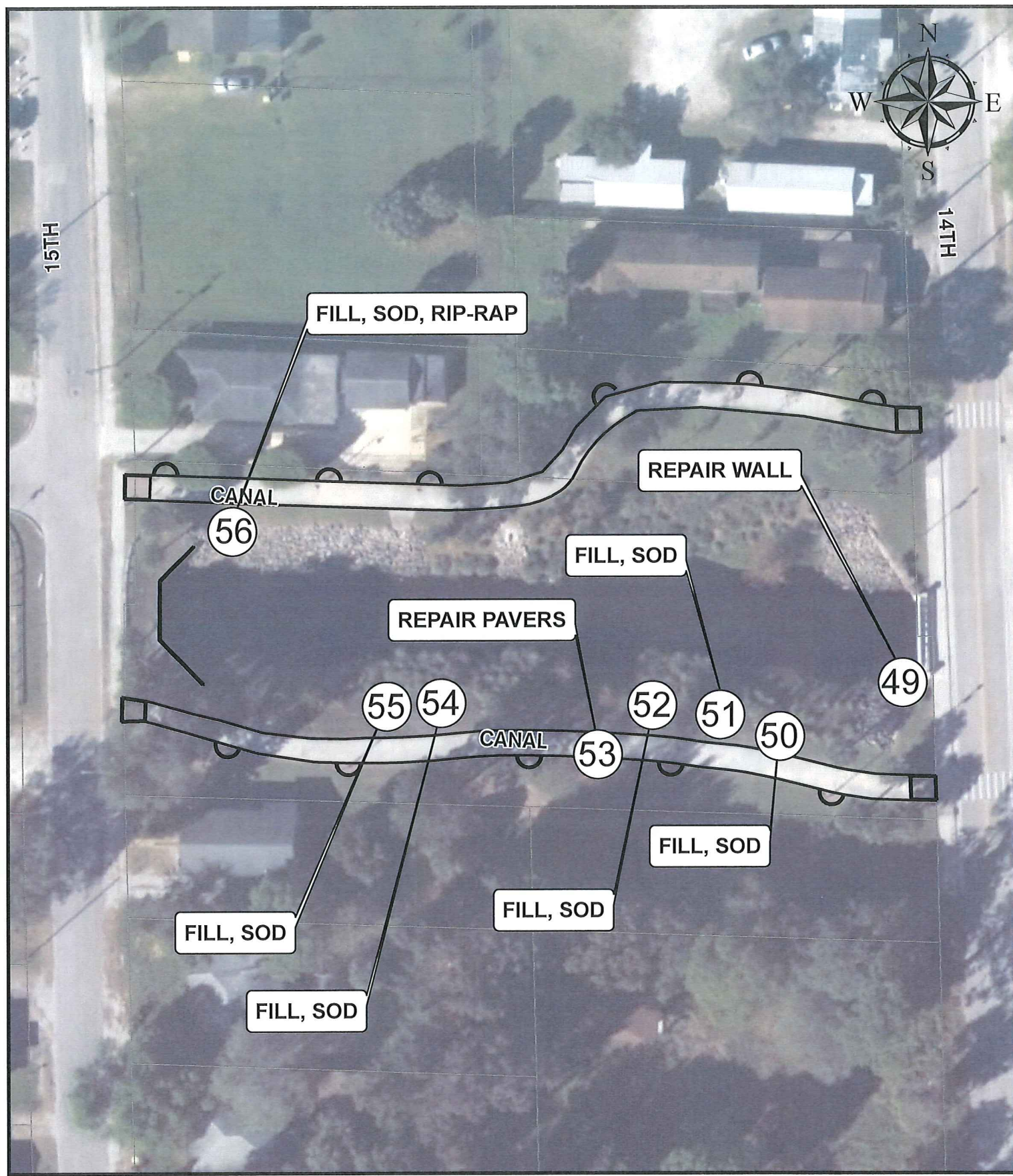


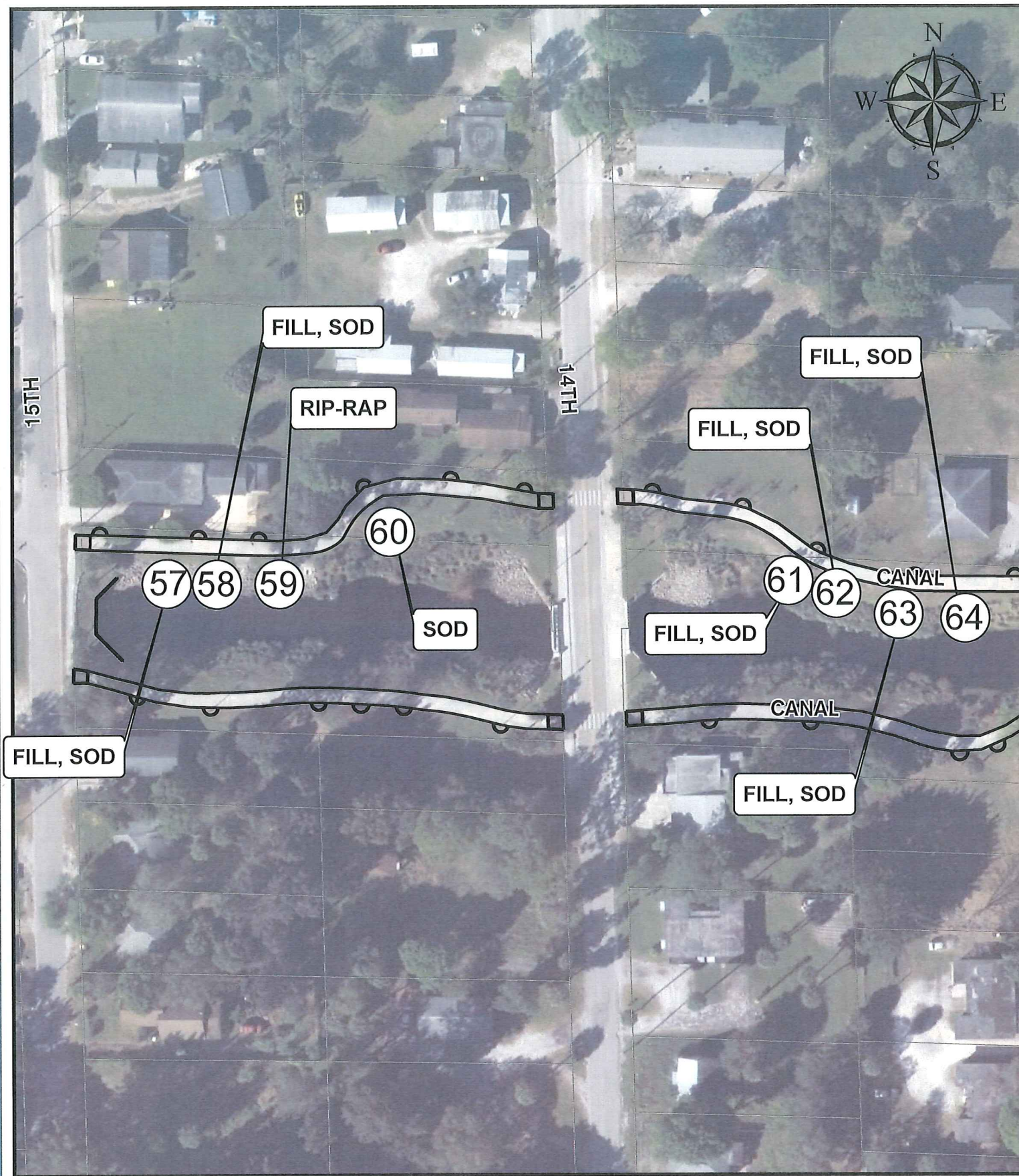


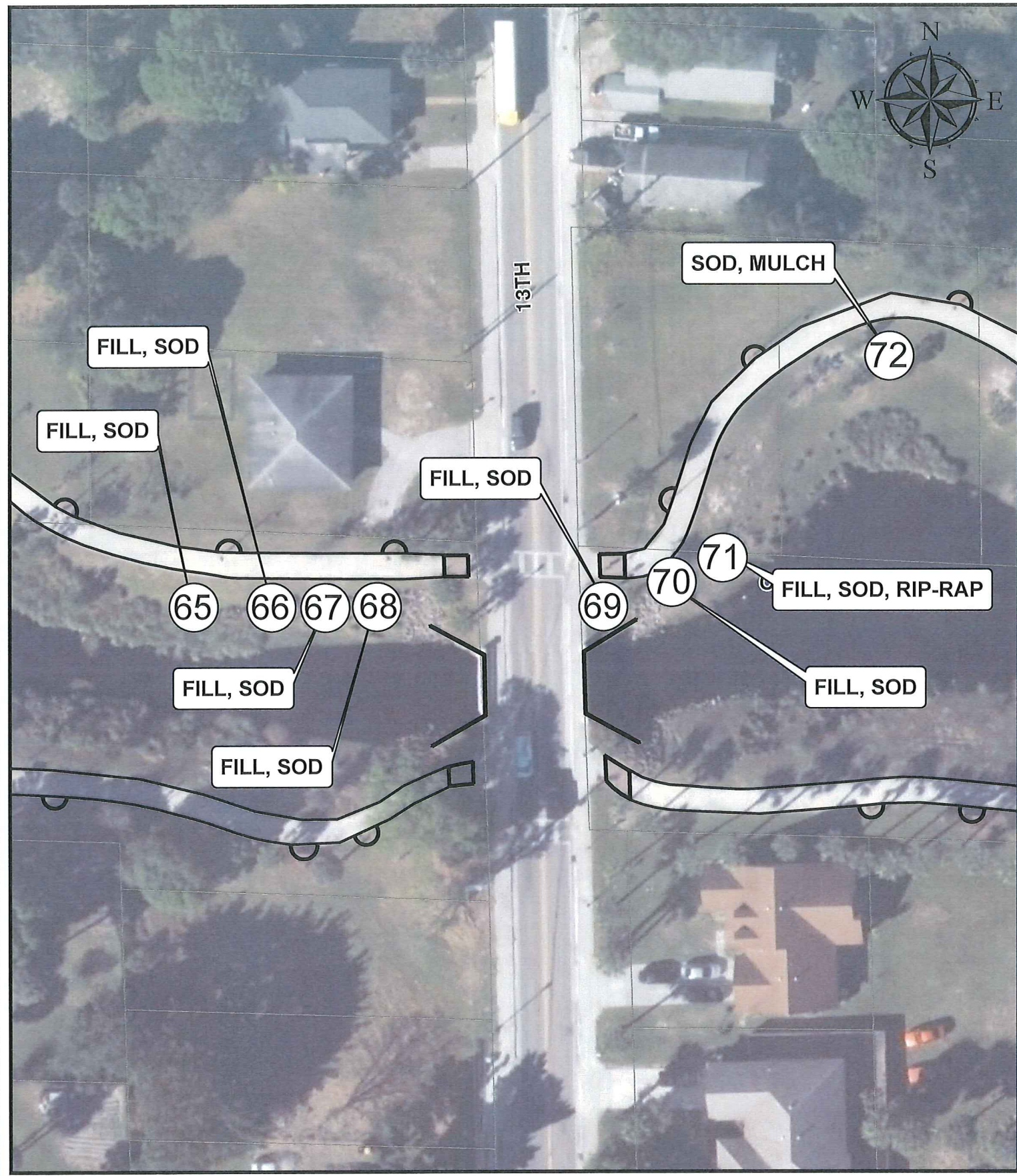


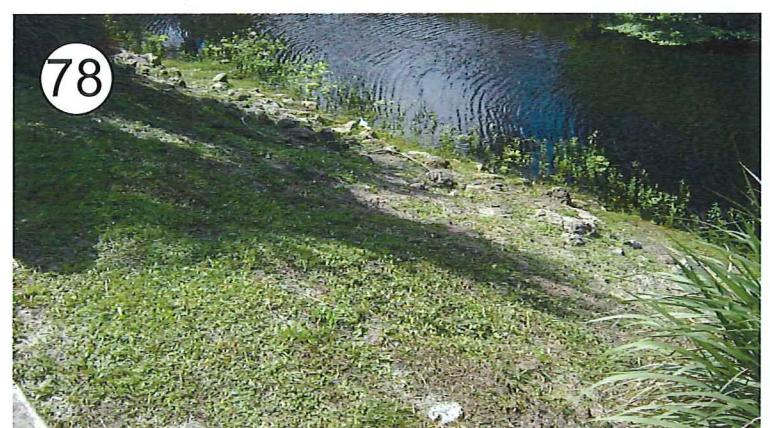
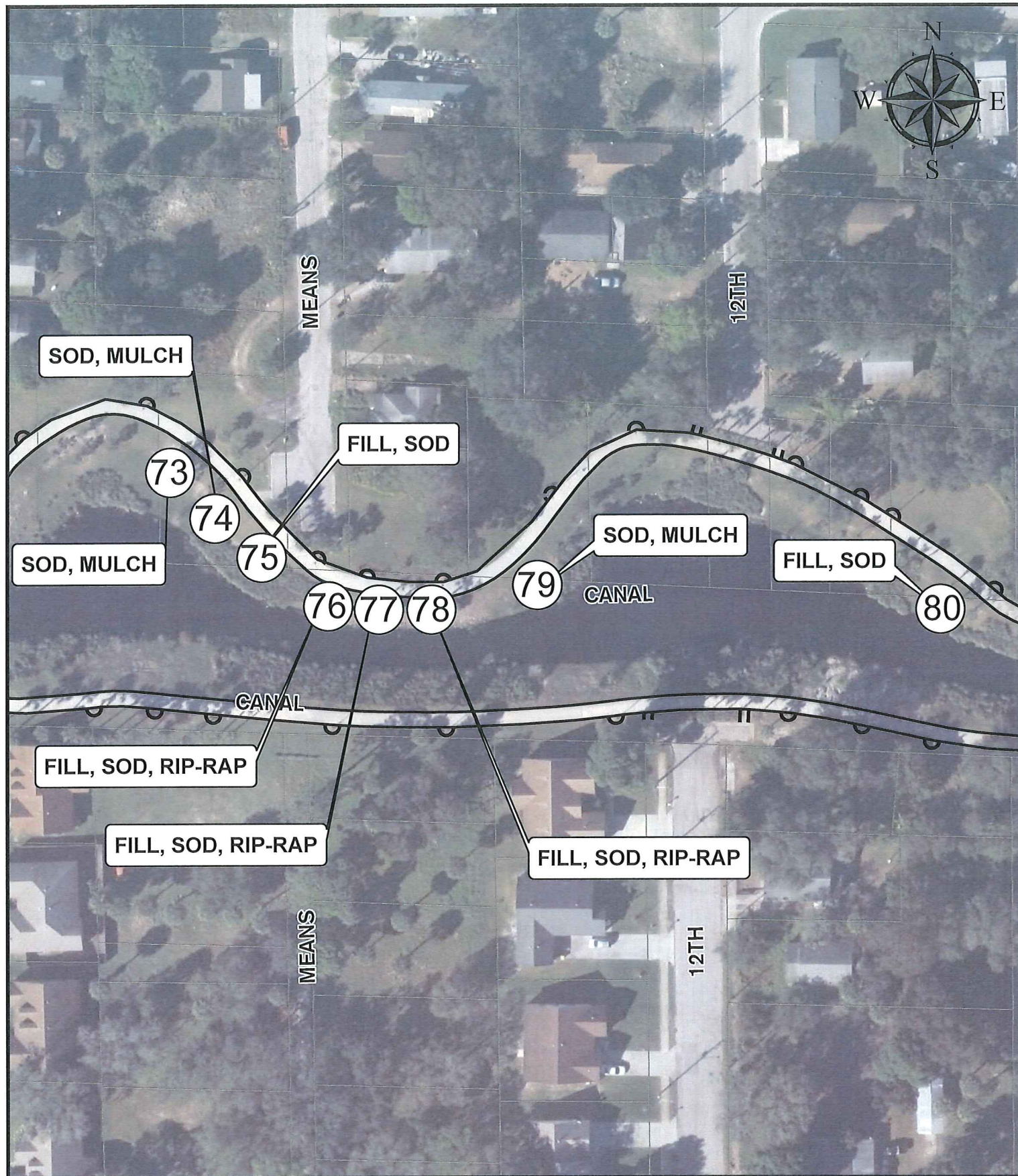


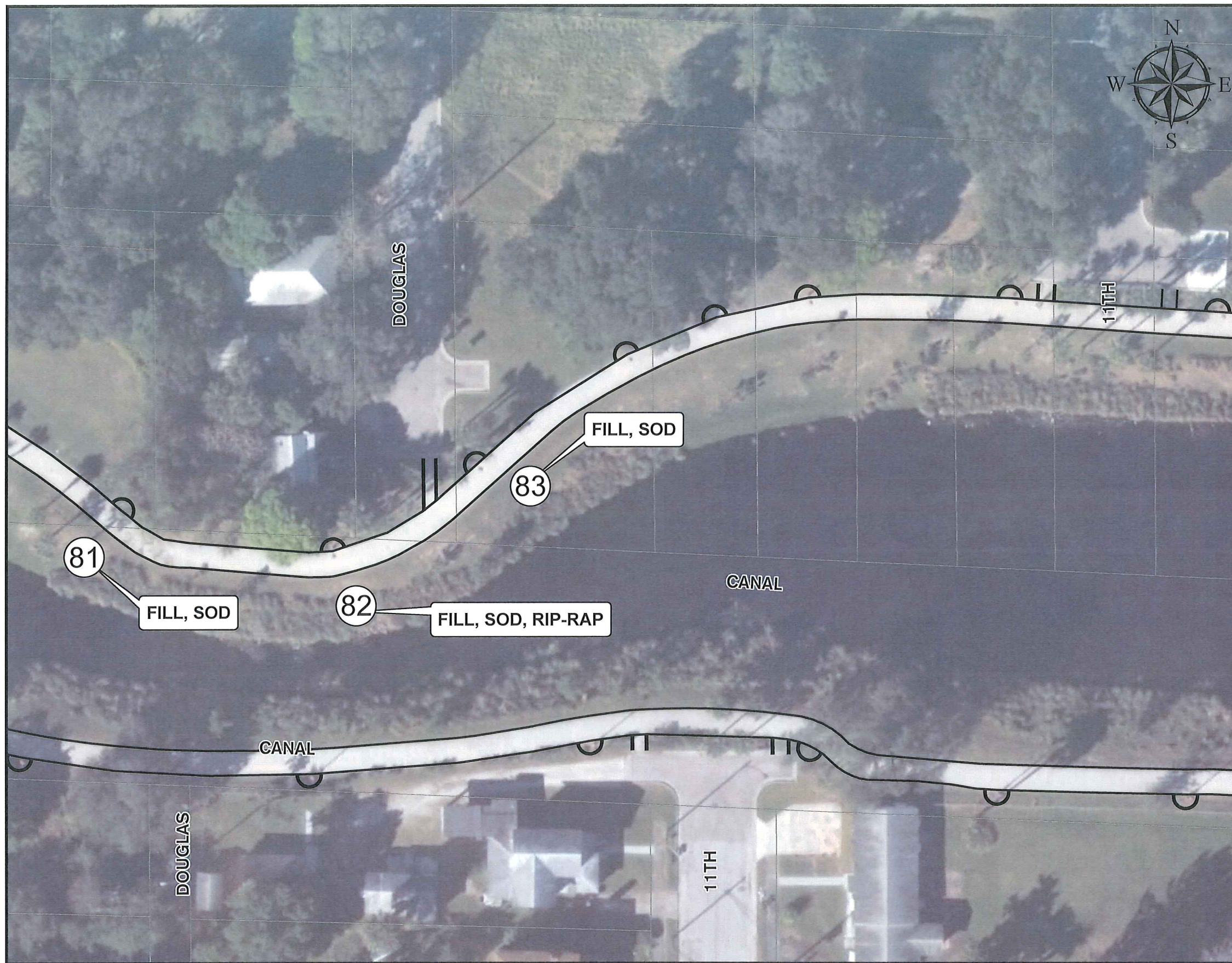












**City Commission Conference Agenda**

**4.d.**

**Meeting Date:** 03/11/2019

**Re:** Evaluation of Crosswalk at Seaway Drive and Fernandina Street

**Submitted For:** John Andrews, City Engineer, Engineering

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**SUBJECT:**

Evaluation of a requested crosswalk crossing Seaway Drive at Fernandina Street.

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**Attachments**

Crosswalk Evaluation

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**Form Review**

**Inbox**

City Manager

Form Started By: John Andrews

Final Approval Date: 03/07/2019

**Reviewed By**

Nick Mimms

**Date**

03/07/2019 08:21 AM

Started On: 03/06/2019 11:24 AM

# Evaluation: Request for Crosswalk Seaway Drive at Fernandina St.

City Commission  
Conference Agenda Meeting  
March 11, 2019



# Seaway Drive @ Fernandina Crosswalk

A request has been made to evaluate the need for a crosswalk to be located on Seaway Drive at Fernandina Street. The requested crosswalk would be for pedestrians crossing Seaway Drive at the Manatee Island Restaurant to access the Inlet Linear Walk.

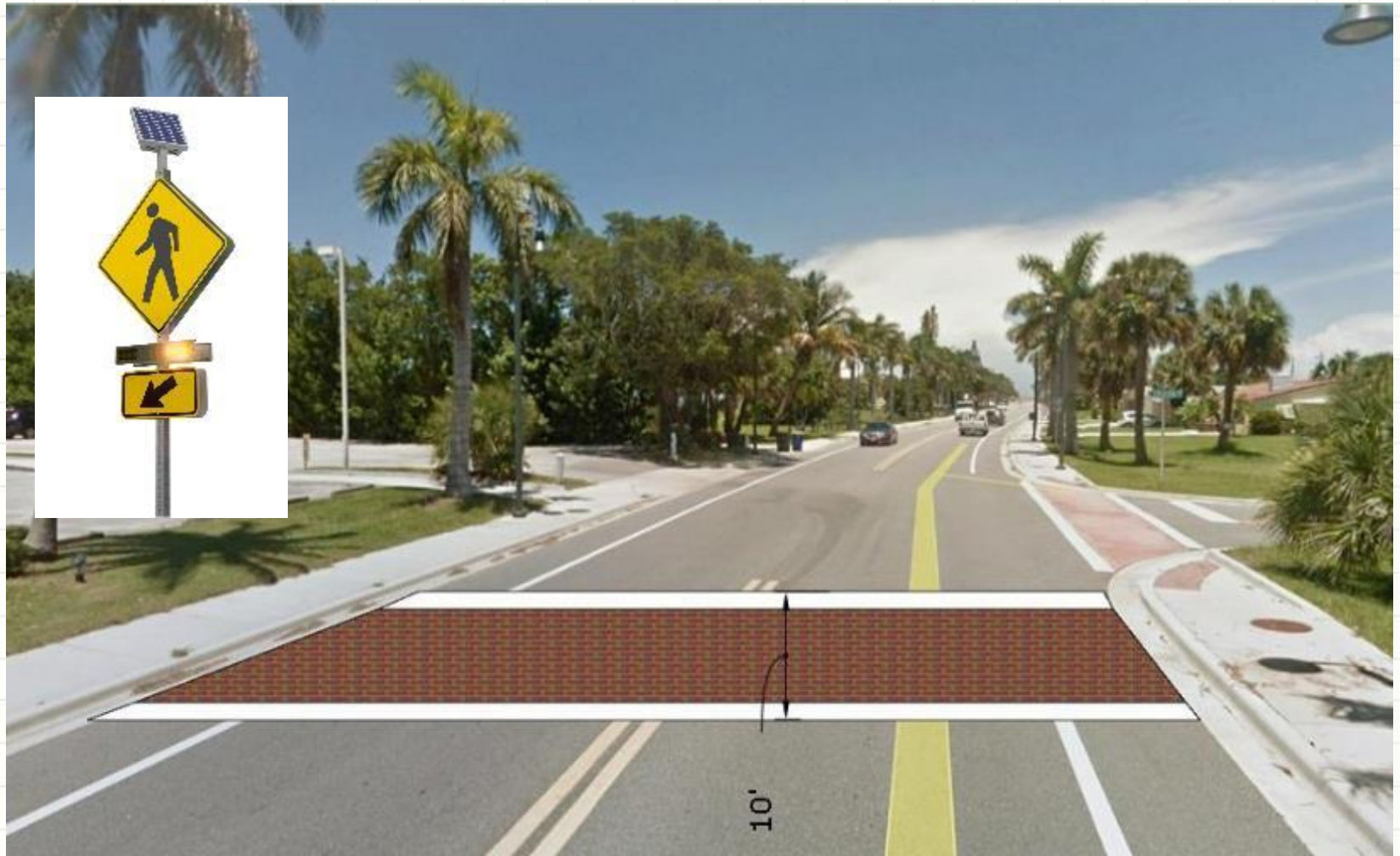


# Seaway Drive @ Fernandina Crosswalk

**The challenges facing the placement of a crosswalk at this location are:**

- FDOT roadway which requires a detailed engineering study for midblock and uncontrolled approach locations for FDOT approval
- Limited pedestrian volumes – FDOT has minimum levels of pedestrian demand that must be met
- Both ends of the proposed crosswalk would require demolition and replacement of the existing curb and gutter and construction of ADA compliant ramps
- To be consistent with the A1A streetscape appearance, the crosswalk would need to be constructed with colored stamped concrete
- Due to the curvature in the roadway and FDOT's requirements, flashing crossing signs would need to be installed

# Seaway Drive @ Fernandina Crosswalk



The construction cost for this crossing, pending permitting, would be in excess of \$25,000.

**City Commission Conference Agenda**

**4.e.**

**Meeting Date:** 03/11/2019

**Re:** Proposed Loading Zone Downtown - Orange Avenue

**Submitted For:** John Andrews, City Engineer, Engineering

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**SUBJECT:**

Review of proposed loading zone located on the south side of Orange Avenue east of 2nd Street.

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**Attachments**

Loading Zone

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**Form Review**

**Inbox**

City Manager

Form Started By: John Andrews

Final Approval Date: 03/07/2019

**Reviewed By**

Nick Mimms

**Date**

03/07/2019 08:26 AM

Started On: 03/06/2019 04:38 PM

# **Proposed Downtown Loading Zone – Orange Avenue**

**City Commission  
Conference Agenda Meeting  
March 11, 2019**



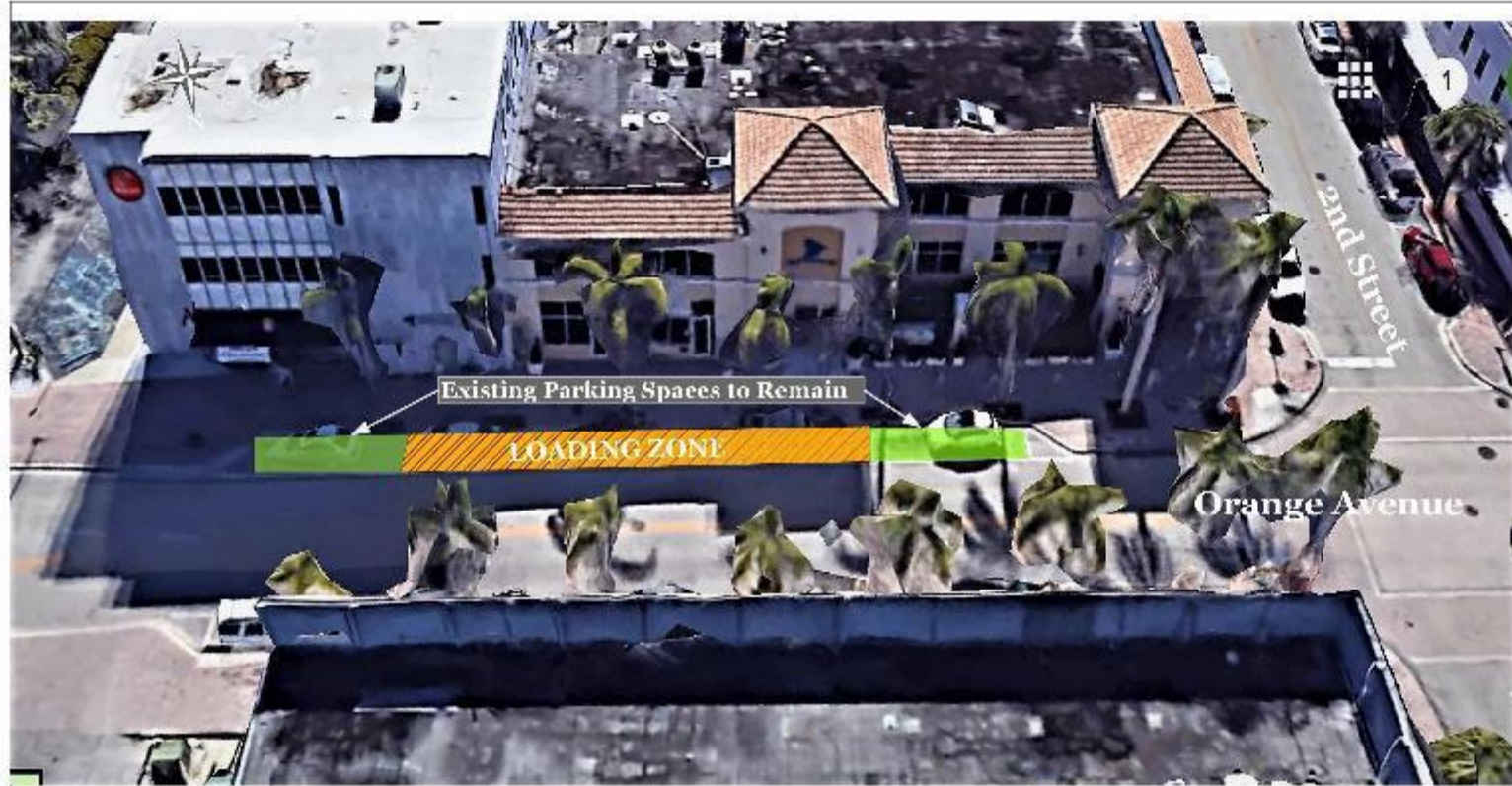
# Proposed Downtown Loading Zone

A need has been raised by businesses in the downtown area for additional loading zones. Currently loading zones exist on Marina Way near 2<sup>nd</sup> Street, Depot Drive, and the JC Penney parking area.

The proposal is to establish a loading zone on the south side of Orange Avenue, east of 2<sup>nd</sup> Street



# Proposed Downtown Loading Zone



**Proposed Loading Zone - Length 66'**  
**Loading Zone will eliminate 3 existing parking spaces**

REVISIONS	DATE	BY



Proposed Downtown Loading  
 Zone

# Proposed Downtown Loading Zone

**This location was chosen for the following reasons:**

- **Less congestion:** Lower traffic volume exists on Orange Avenue between 2<sup>nd</sup> Street and Indian River Drive than between 2<sup>nd</sup> Street and US 1.
- Width of sidewalks are wider in proposed location than section between 2<sup>nd</sup> Street and Depot Drive.

**City Commission Conference Agenda**

**4.f.**

**Meeting Date:** 03/11/2019

**Re:** Boards & Committees Annual Summary

**Submitted For:** Nick Mimms, City Manager, City Manager

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**SUBJECT:**

Annual Summary of Activities of Board & Committees

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**Attachments**

Arts and Culture Advisory Board  
Board of Adjustment  
Board of Examiners of Contractors  
City of Fort Pierce Retirement & Benefit System  
Civil Service Appeals Board  
Communitywide Council  
Construction Board of Adjustments and Appeals  
CRA Advisory Committee  
Fort Pierce Authentic Tours  
Historic Preservation Board  
Keep Fort Pierce Beautiful Advisory Board  
Parking Committee  
Police Citizen Advisory Committee  
Sunrise Theatre Advisory Board

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**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
City Manager	Nick Mimms	03/07/2019 08:21 AM
City Manager	Nick Mimms	03/07/2019 08:25 AM
Form Started By: Jennifer Robinson		Started On: 03/05/2019 04:45 PM
Final Approval Date: 03/07/2019		



# ARTS AND CULTURE ADVISORY BOARD (ACT)

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### Members:

Luke Croghan  
Jeanne Johansen  
Mary Myers  
Jon Neprud  
Julie Pouliotte  
Holly Theuns  
Doretha Hair Truesdell

#### Staff:

Libby Woodruff  
Caleta Scott

#### Meeting Information:

The ACT Board  
currently meets the 2<sup>nd</sup>  
Thursday of every  
month at 2pm.

### OBJECTIVES

1. Conduct public meetings, presentations, etc., to survey and assess the community's needs, resources and support for artists and arts initiatives then generate a 10-Year Arts and Culture Strategic Plan for review and approval by the City Commission;
2. Make written recommendations to City Commission and staff on selection and approval of sites and works for specific public art projects, landscape treatments, architectural enhancements, and artwork(s) to be commissioned or purchased by the City in accordance with Art in Public Places (AIPP) guidelines;
3. Act in an advisory capacity in matters pertaining to arts and cultural heritage programs, projects, and activities and events for the City, in accordance with the Arts and Culture Strategic Plan and AIPP guidelines;
4. Collaborate with local artists, arts organizations, businesses, schools, staff and citizens to accomplish the projects, activities, goals and objectives detailed in the Strategic Plan and encourage and facilitate opportunities for residents and tourists to participate in these projects and activities;
5. Assist in fostering a strong and vibrant cultural environment that supports a diverse program of the performing and creative arts for both residents and visitors;
6. Serve as cultural liaison for the City between the interests of the creative community, business community, tourist industry and the community-at-large;
7. Promote greater public participation in and access to arts and cultural heritage programming within the City;
8. Coordinate activities and pursue relationships with public and private arts, historic and cultural organizations or agencies, educational entities, tourism providers and any other organizations/entities in the promotion of arts and culture in Fort Pierce and/or the enhancement of the quality of life in Fort Pierce through arts and cultural programming, projects and activities;
9. Stimulate greater public awareness and appreciation of the importance of the arts in creating and sustaining a vibrant community and heighten awareness of the City of Fort Pierce as an artist refuge and an oasis for creativity, peace, tranquility, and serenity; and
10. Provide quality, timely, up-to-date information to those seeking arts and cultural heritage information on Fort Pierce by telephone, internet and mail or in person and collect tourism data to assist with market analysis and research.

### ACCOMPLISHMENTS

The Board is working toward developing the 10-Year Arts and Culture Strategic Plan based on the City Commission's approved Arts and Culture Master Plan. The Board and staff will soon begin conducting public meetings to incorporate community input into the 10-Year Arts and Culture Strategic Plan.



## BOARD OF ADJUSTMENT SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### *Members:*

Chair Bret McCain,  
Bill Nunn,  
Joyce Calvert,  
Bennie Clark,  
James Crist,  
Alternate Ryan Collins,  
Alternate Rebecca  
Isaac

#### *Staff:*

All Planning Staff

#### *Meeting*

*Information: 4<sup>th</sup>  
Thursday of each  
month, 6:00 PM*

### OBJECTIVES

Five board member (five regular members, plus two alternates) board that serves to review variances and special exceptions to the Land Development Code.

ACCOMPLISHMENTS – Held 5 meetings, reviewing and providing decisions on dimensional variances (set backs, lot coverage etc) on land development applications.



# BOARD OF EXAMINERS OF CONTRACTORS

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### *Members:*

Don Bergman, Chair  
John Langel  
Reed Sudderth  
Ryan Collins  
Holly Theuns  
Ralph Fogg  
Michael Waldrop  
James Matula  
John Langel

#### *Staff:*

Paul Thomas  
Shaun Coss  
Karen Murphy

#### *Meeting*

#### *Information:*

Meets the second  
Tuesday of the month.

### OBJECTIVES

To objectively hear the complaints of the public against licensed and unlicensed contractors, and to determine whether a contractor's Application for Certificate of Competency should be approved.

### ACCOMPLISHMENTS

This regulatory, quasi-judicial board has approved over 30 Certificates of Competency (list attached), enabling over 30 new companies to begin working in the City of Fort Pierce, as well as hearing contractor complaints and unlicensed contractor cases.

**Board of Examiners of Contractors**

Form	Date	Certificates of Competency	Category
5908	1/9/2018	Michelle Souza - MNS Tiles & Tools Corp. - Application for Certificate of Competency	Certificate of Comptency
6084	2/13/2018	Juan Carlos Macias Sr. - Application for Certificate of Competency	Certificate of Comptency
6085	2/13/2018	Robert Stone - Application for Certificate of Competency	Certificate of Comptency
6222	3/13/2018	Juan Carlos Macias Sr. - Application for Certificate of Competency	Certificate of Comptency
6223	3/13/2018	Robert Stone - Application for Certificate of Competency	Certificate of Comptency
6389	4/10/2018	Richard K. Schoenwalder d/b/a Sailfish Plumbing - Application for Certificate of Competency	Certificate of Comptency
6452	4/10/2018	Anthony Scavone - Landscaping by Anthony - Irrigation Application for Certificate of Competency	Certificate of Comptency
6453	4/10/2018	Anthony Scavone - Landscaping by Anthony - Pavers - Application for Certificate	Certificate of Comptency
6460	4/10/2018	Floyd Bragg - Jr. Bragg's Painting - Application for Certificate of Competency	Certificate of Comptency
6473	4/10/2018	Jeff Reamer - Dixie Landscape - Application for Certificate of Competency	Certificate of Comptency
6530	5/8/2018	Marcus Rowe - Jamex Masonry, LLC - Application for Certificate of Competency	Certificate of Comptency
6561	5/8/2018	Floyd Bragg - Jr. Bragg's Painting - Application for Certificate of Competency	Certificate of Comptency
6628	5/8/2018	Robert Boles d/b/a Fence Pros of the Treasure Coast, LLC - Application for Certificate of Competency	Certificate of Comptency
6629	5/8/2018	James W. Carter d/b/a EDF, Inc. - Application for Certificate of Competency	Certificate of Comptency
6702	6/12/2018	Kevin June - Sparky's Electric - Application for Certificate of Competency	Certificate of Comptency
6766	6/12/2018	Richard Shane Miller - Mossy Oak Fence, LLC - Application for Certificate of	Certificate of Comptency
6815	6/12/2018	Kimberly Jackson - Fraser Family Holdings - Application for Certificate of	Certificate of Comptency
7162	8/14/2018	Horatio Lewis - A2Z Plumbing - Application for Certificate of Competency	Certificate of Comptency
7202	8/14/2018	Roger McCormick dba McCormick Drywall, Inc. - Application for Certificate of	Certificate of Comptency
7205	8/14/2018	Mark Buncy, Treasure Coast Plastering & Lath, Inc. - Application for Certificate	Certificate of Comptency
7449	9/11/2018	Jose Salgado Medrano - Salgado Concrete, Inc. - Application for Certificate of	Certificate of Comptency
7455	9/11/2018	Juan Ramos - JR Garage Door Svc, LLC - Application for Certificate of	Certificate of Comptency
7504	10/9/2018	Juan Ramos - JR Garage Door Svc, LLC - Application for Certificate of	Certificate of Comptency
7505	10/9/2018	Jose Salgado Medrano - Salgado Concrete, Inc. - Application for Certificate of	Certificate of Comptency
7554	10/9/2018	Sharon D. Wilson - John W. Wilson, LLC - Application for Certificate of	Certificate of Comptency
7558	10/9/2018	Tashara Lively - Professional Grade Fence, Inc. - Application for Certificate of	Certificate of Comptency
7652	10/9/2018	Robert Fritsche - Coastal Painting of S. Florida, LLC - Application for Certificate	Certificate of Comptency
7842	11/13/2018	Gary P. Murphy d/b/a G. Murphy Painting, Inc. - Application for Certificate of	Certificate of Comptency
7843	11/13/2018	Robert Fritsche - Coastal Painting of S. Florida, LLC - Application for Certificate	Certificate of Comptency
7882	11/13/2018	Winston Thompson - WT Lot Builders dba A Now Home Repair - Application for Certificate of Competency	Certificate of Comptency
7975	12/11/2018	Jared Tabbert - Emerald Tile & Marble - Application for Certificate of Competency	Certificate of Comptency
8074	12/11/2018	Andres Magana Garcia - MLP Painting, Inc. - Application for Certificate of	Certificate of Comptency
		<b>Contractor Complaints</b>	
5849	1/9/2018	Brad Jones d/b/a Freedom Homebuilders vs. Buster Nelson - Contractor	Contractor Complaint
5850	1/9/2018	John G. Cannon Roofing vs. Cindy Razy-Smith - Contractor Complaint	Contractor Complaint
5934	1/9/2018	Cynthia Razy-Smith vs. John Cannon- John G Cannon, LLC	Contractor Complaint
5965	2/13/2018	Omar Abdelquader vs. Reed Sudderth- CRS Plumbing, LLC	Contractor Complaint
6005	1/9/2018	Omar Abdelquader vs. Reed Sudderth- CRS Plumbing, LLC	Contractor Complaint
6039	2/13/2018	Cynthia Razy-Smith vs. John Cannon- John G Cannon, LLC	Contractor Complaint
6105	3/13/2018	Buster Nelson vs. Brad Jones- Freedom Homebuilders, Inc.	Contractor Complaint
6224	3/13/2018	Cynthia Razy-Smith vs. John Cannon- John G Cannon, LLC	Contractor Complaint
6225	3/13/2018	Omar Abdelquader vs. Reed Sudderth- CRS Plumbing, LLC	Contractor Complaint
6627	5/8/2018	John George - George & Associates vs. Marlon Price - Contractor Complaint	Contractor Complaint
7175	8/14/2018	Rod Waller, Sunrise City Community Housing Dev. Org. vs. Hanin Mustafa -	Contractor Complaint
7313	9/11/2018	Rod Waller, Sunrise City Community Housing Dev. Org. vs. Hanin Mustafa -	Contractor Complaint
7315	8/14/2018	Rod Waller, Sunrise City Community Housing Dev. Org. vs. Hanin Mustafa -	Contractor Complaint
7507	10/9/2018	Rod Waller, Sunrise City Community Housing Dev. Org. vs. Hanin Mustafa -	Contractor Complaint
7599	10/9/2018	Raquel Swanner - Home Depot vs. Florence Parish - Contractor Complaint	Contractor Complaint

**Board of Examiners of Contractors**

<b>Unlicensed Contractor</b>			
6553	6/12/2018	Henry R. Williams d/b/a HW Road Construction, LLC vs. City of Fort Pierce	Unlicensed Contractor
6554	6/12/2018	Henry R. Williams, Jr. d/b/a HW Road Construction, LLC vs. City of Fort Pierce	Unlicensed Contractor
6827	7/10/2018	John Mangan, Superior Event Rentals - Citation No. 301	Unlicensed Contractor
6838	7/10/2018	Robert J. Jollay - Citation No. 304	Unlicensed Contractor
7059	7/10/2018	John Mangan, Superior Event Rentals vs. City of Fort Pierce - Citation No. 301	Unlicensed Contractor
7101	8/14/2018	John R. Mangan, Superior Event Rentals Citation #312 v. City of Fort Pierce	Unlicensed Contractor
7323	9/11/2018	John R. Mangan, Superior Event Rentals Citation #312 v. City of Fort Pierce	Unlicensed Contractor
7680	11/13/2018	John R. Mangan, Superior Event Rentals Citation #312 v. City of Fort Pierce	Unlicensed Contractor
7620	10/9/2018	Half-Cent Sales Tax - Presentation by Mark Satterlee, St. Lucie County Assistant	



# CITY OF FORT PIERCE RETIREMENT & BENEFIT SYSTEM

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### *Members:*

Keith Stephens, Chair  
Caleta Scott, Vice Chair  
Johnna Morris,  
Secretary-Treasurer  
Comm. Tom Perona  
Comm. Reginald  
Sessions  
Nina Penick  
Brian Avilla

#### *Staff:*

Christine Paz  
Queen Thompkins

#### *Meeting Information:*

3<sup>rd</sup> Thursday each Month

### OBJECTIVES

Administration and Operation of the pension trust fund

Deliverer superior service to all retirement system members and beneficiaries.

Achieve the proper funding of the pension trust to support the payment of benefits

Protect the integrity of the system

### ACCOMPLISHMENTS

Continues to make sure all promised benefits are provided

Fund asset balance is \$201,226,802



## CIVIL SERVICE APPEALS BOARD

### SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

#### COMMITTEE/BOARD INFORMATION

##### Members:

JW Gaines - Chair  
Christine Taylor  
Laura Murphy  
Wesley Taylor  
Ed Cox

##### Alternate Members:

Pearl Matthews Davis  
Alfreda Wilder Agnew  
Charlene Neuman  
Bertha Sullivan  
Mike Dahan  
Vacant

*Ron Cason - Attorney*

##### Staff:

Kevin Browning –  
Secretary,  
Barbara G. Moore

##### Meeting Information:

2<sup>nd</sup> Tuesday - noon  
(in the new rules to  
meet 1x per month)

May 30, 2018  
June 6, 2018

#### OBJECTIVES:

To make any investigation which it may deem desirable concerning personnel administration in the classified service and to that end, any member of the board shall have the power to administer oaths.

To report to the city commission and expose publicly any abuses or improper practices which it may find in the classified service of the city.

To provide rules for the procedures and grounds for suspension, demotion and dismissal of employees, said rules being subject to the approval of the city commission, and for the filing of appeals with the civil service appeals board herein created.

To sit as a body to hear appeals of any person in the classified service who is dismissed, demoted, suspended or transferred.

To supervise the holding and grading of all competitive examinations held under the merit system

#### MEETINGS PURPOSE:

To review the rules,

Examine needed and proposed changes

Approve the final revision.

Provide Trainings, review appeals requests.

#### ACCOMPLISHMENTS:

Revised and approved New Civil Service Appeals Board Rules that govern the process for employee appeals and the merit system.

– June 2018



# COMMUNITYWIDE COUNCIL (CWC)

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### Members:

Robert Brown  
Joseph Hayek  
Rebecca Isaac  
KeAndrea Davis  
Jon Neprud

#### Staff:

Libby Woodruff  
Caleta Scott

#### Meeting Information:

The Communitywide Council meets on the 2<sup>nd</sup> Wednesday of the month at 6pm – 4-5 times per year.

### OBJECTIVES

1. CWC reviews and scores public service grant applications for projects funded with CDBG funds and makes recommendations for grant awards for City Commission consideration.
2. Staff presents reports related to CDBG funded grant awards and various projects to the CWC. The CWC assists in the resolution of any issues that arise related to public service grant awards.
3. The CWC reviews draft CDBG 5-Year and Annual Action Plans and end of year CAPER reports and makes suggestions for potential CDBG funding areas to Staff.
4. The CWC serves as the City's Affordable Housing Advisory Committee. In that respect, they review draft State Housing Initiative Partnership (LHAP) 3-Year Plans and Plan amendments.
5. The CWC meetings are a forum for public presentations and hearings, as needed, for various CDBG and State Housing Initiatives Program (SHIP) projects.

### ACCOMPLISHMENTS

The Communitywide Council completed the successful review and scoring of 21 Public Service Grant applications and recommended to the City Commission who approved 14 of these to receive grant awards.

The Communitywide Council provided the venue for public presentations and public comment periods for the 2018-2019 Action Plan, the 2017-2018 Consolidated Annual Performance Evaluation Report (CAPER) and the SHIP end of year reports for program years 2015-2016, 2016-2017 and 2017-2018.



# CONSTRUCTION BOARD OF ADJUSTMENTS AND APPEALS

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### *Members:*

Don Bergman, Chair  
Ken Waters  
Reed Sudderth  
Marvin Grimsley  
Daniel Retherford  
Charles Hayek  
Michael Waldrop  
James Matula  
John Langel

#### *Staff:*

Paul Thomas  
Shaun Coss  
Karen Murphy

#### *Meeting*

#### *Information:*

Meets when necessary  
on the last Tuesday of  
the month.

### OBJECTIVES

To objectively hear the request for variance, or complaint of the public when not in agreement with a determination made by the Building Official.

### ACCOMPLISHMENTS

This regulatory, quasi-judicial board, has heard one case this year. This Board meets when necessary, on the last Tuesday of the month.

### Construction Board of Adjustment Appeals

			<b>Construction Board of Adjustments and Appeals</b>	
6853	6/26/2018	Ryan C. Crotty vs. The City of Fort Pierce - Pool Variance		



# CRA ADVISORY COMMITTEE

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### *Members:*

Chair Charlie Frank  
Matthews,  
Michael Brown Jr,  
Kristina Gibbons,  
Al Johnson,  
Plythe Freedman,  
Hoyt Murphy,  
June Raymond,  
Allan Reed,  
Lillian Jimenez

#### *Staff:*

Rebecca Grohall  
Vennis Gilmore  
Alicia Rosental

#### *Meeting*

*Information:* 3rd  
Wednesday of each  
month, 2:00 PM

### OBJECTIVES

Nine member that serves to review and provide to the FRA Governing Body recommendations, created by Resolution.

### ACCOMPLISHMENTS

Held 7 meetings, reviewing and providing back on redevelopment issues within the Community Redevelopment Area boundaries. Coordinated a Trolley Tour of the CRA.



# FORT PIERCE AUTHENTIC TOURS (FPAT)

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### Members:

No Active Board  
Members

#### Staff:

Libby Woodruff  
Caleta Scott

#### Meeting Information:

The FPAT Board is  
currently not meeting  
regularly.

### OBJECTIVES

1. To act as a liaison between eco/agri/nature-related tourism business owners, and the community;
2. To coordinate activities with other public and private organizations, including arts, historic or cultural organizations or agencies, educational entities and any other organizations/entities in the promotion of Fort Pierce or the enhancement of the quality of life in Fort Pierce.
3. To increase visitor numbers, trip duration and visitor sales by promoting the City of Fort Pierce as an all-season tourism destination;
4. To create awareness of the City of Fort Pierce as a refuge or oasis for peace, tranquility, and serenity that will leave visitors feeling refreshed, rejuvenated and inspired;
5. To advocate the eco/agri/nature-related tourism industry while protecting the environment and representing the best interests of the City of Fort Pierce on issues of public interest and policy;
6. To pursue relationships with organizations and tourism providers that foster mutual goals, provide cooperative marketing and funding mechanisms, and offer partnership opportunities to increase tourism to the City of Fort Pierce;
7. To provide quality, timely, up-to-date information to those seeking eco/agri/nature and related cultural tourism information on Fort Pierce by telephone, internet, mail or in person and to collect tourism data to assist with market analysis and research;
8. To encourage and assist new and appropriate eco/agri/nature and related cultural tourism developments or events in Fort Pierce to complement current tourism offerings; and
9. To conduct such other related functions as may be deemed necessary or beneficial to promote tourism business in the City of Fort Pierce.

### ACCOMPLISHMENTS

Due to decreased funding for the program, Grants Admin staff oversees the annual CDBG funding approved for this program by the City Commission. Funding goes directly for social media, TV, and radio marketing and advertising to promote more than 45 small locally owned Fort Pierce via Visit Florida Welcome Centers, TV Commercials, and marketing materials and supplies for our two visitor centers - Indian River Drive and Lenzi's Diner.

The Grants Administration Division provides oversight for these marketing and promotional initiatives as well as the tasks listed in the Objectives listed above and outreach to small locally-owned businesses to increase participation in the program. The Division will be providing this info to the Commission in the near future to request the FPAT Board be officially disbanded.



# HISTORIC PRESERVATION BOARD

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### *Members:*

Chair Paul Sampson,  
Susan Boardman  
Michael Broderick  
Jared Osteen  
Holly Theuns  
Jon Neprud  
Charlie Hayek  
Alternate: George  
Johnson

#### *Staff:*

Maria Lewicka,  
Alicia Rosenthal,  
Rebecca Grohall

#### *Meeting*

*Information:* 4<sup>th</sup>  
Monday of each  
month, 6:00 PM

### OBJECTIVES

Seven member Board (7 regular members plus one alternate) that serves the purposes outlined in Sec. 23 of the City's Code of Ordinances, for reviewing/approving projects within the six historic districts and individually designated properties. The ultimate goal of preserving and protecting historical, cultural, archaeological and architectural history of the City.

### ACCOMPLISHMENTS

Held 12 meetings, reviewing and providing decisions for newly designated properties, and properties seeking exterior renovations



## COMMITTEE/BOARD INFORMATION

### *Members*

Shirley Walker  
Martha Wright  
Charlene Adair  
Jane Zezeck  
Mathew Samuel  
Leah Sweat

### *Staff:*

Paul Bertram  
Mike Reals  
Jorge Goz  
Janey Vanderhorst  
Shyanne Helms  
Linda Hudson

### *Meeting Information:*

Second Tuesday of  
every month from  
12pm until 2pm

Public Works Office  
52 Savannah RD  
Fort Pierce Florida  
34954-1480

# KEEP FORT PIERCE BEAUTIFUL ADVISORY BOARD

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

## OBJECTIVES

The Keep Fort Pierce Beautiful Advisory Board works to engage and educate citizens, visitors and communities to improve our city through litter prevention, increased recycling, education and beautification efforts.

## ACCOMPLISHMENTS

- Great American Cleanup
- Arbor Day
- FDOT \$16,000 Grant received in full
- Artist inspired decorative pots Orange Avenue
- Restoration of a 1715 Cannon for public display
- Adopt a road; Tip Top Yacht Service Marina Way
- Fort Pierce Utilities electrical box art raps
- Neiborhood Gems
- Over 2000 volunteer hours loged in from multiple volunteer organizations citywide



## COMMITTEE/BOARD INFORMATION

*Members: Members of the City Commission, City staff, business community members and the Police Department.  
(Members are not appointed by the City Commission)*

*Meeting Information:  
Multiple times throughout the year as needed.*

## PARKING COMMITTEE SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### OBJECTIVES

In response to explosive growth and increasing demands for parking, the City of Fort Pierce formed a "Parking Committee." This committee is comprised of members of the City Commission, City staff, the business community, and Police Department to analyze existing parking situations and provide parking recommendations to improve future parking needs.

### ACCOMPLISHMENTS

In 2018, the Parking Committee held five meetings to discuss parking throughout the City. As a result of these meetings, many parking issues were remedied and solutions were developed for future growth.

These solutions include:

- Supported the addition of signs in the area to direct people to park at 301 S Ocean Dr. to alleviate overcrowded parking areas.
- Recommended the creation a temporary parking lot at Jaycee Park.
- Supported the advertisement of an RFP for valet parking in Downtown.
- Recommended the future creation of a loading zone on Orange Avenue (in front of Roslow's).
- Recommended a vendor parking at South Causeway and Jaycee Park.
- Suggested the acquisition of a tram to use Downtown to alleviate parking congestion.

These are a few items the Parking Committee has addressed, worked on, and found solutions for in 2018.

# Parking Committee Meeting Notes 3/28/2018

## Agenda Item # 1: Bike Share Program Update- R. Grohall

- Director of Planning, Rebecca Grohall gave an overview of the new Bike Share Program and its locations.
- The Bike Share Program has been well received by the public and has growth potential.

## Agenda Item # 2: Jetty Beach Parking Update – M. Reals

- Public Works Director, Mike Reals gave an overview on the parking at Jetty Beach.
- 301 S Ocean Dr. is being heavily utilized on the weekends.
- More signs will be added in the area to direct people to park at 301 S Ocean Dr.
- Marketing options will be utilized to inform the public on parking at 301 S Ocean Dr.

## Agenda Item # 3: Parking Garage Video Surveillance Update – D. Johnson

- Network Administrator, John Wolfhagen provided an overview of the planned video surveillance implementation in the Parking Garage.
- Anticipated installation is within 90 days.

## Agenda Item # 4: Downtown Library Parking Update – J. Andrews

- City Engineer, Jack Andrews delivered an update on the Downtown Library Parking.
- No parking spaces have been removed to construct the new bathrooms behind the Library.
- The parking lot is currently labeled as unrestricted and does not fall under 2-hr parking limits.
- The City is not in violation of the Interlocal Agreement with St. Lucie County.

## Agenda Item # 5: 2hr Parking in Downtown – S. Dunn

- Business Owner, Staci Dunn expressed discontent with the 2-hr parking enforcement on Orange Avenue.
- She stated she has received multiple tickets for parking longer than 2 hours in front of her shop (Cake Lady).
- The Parking Committee discussed possible solutions to 2-hr parking issues for Downtown business owners.
  1. Possibly added a loading zone on Orange Avenue. (Time Restricted)
  2. Possibly granting an extended time parking permit.
  3. City Staff shall explore options, cost and solutions for Downtown business owners.

## Discussion on Valet Parking – Parking Committee

- The concept of valet parking was discussed for the Downtown area and was well received by the Parking Committee.
- The possibility of leasing the City Parking Garage to accommodate valet parking will be discussed more in the future.

## **Parking Committee Meeting Notes 5/2/2018**

### **Agenda Item # 1: Beach Parking Sign Installation Update**

- Public Works Director, Mike Reals gave an overview of beach parking signs and their locations around 301 S. Ocean Dr.
- Temporary signs have been placed and permanent signs will be installed within the next few weeks.

### **Agenda Item # 2: Downtown Parking Update**

- City Staff will get feedback from local business owners regarding the effectiveness of 2hr parking in the downtown area.
- Enforcing the loading zone restrictions on Avenue A, has been initiated by the Code Enforcement Department.
- RFP to be advertised for possible valet parking along Orange Ave. east of 2<sup>nd</sup> Street.

### **Agenda Item # 3: Jayce Park Parking Discussion**

- After much discussion, the Parking Committee recommended removing the "No Parking" sign in the area of Jaycee Park that has been historically used for over flow parking.
- The sign will be removed immediately.

### **Agenda Item # 4: Vendor Parking at South Causeway Park & Jaycee Park**

- The City's exclusive vendor has been encountering issues with parking.
- After much discussion, it was decided that designated vendor parking areas will be established.

## **Parking Committee Meeting Notes 6/20/2018**

### **Agenda Item # 1: Beach Parking Sign Update – M. Reals**

- Signs have been installed around beach parking areas at Jetty, S. Ocean and St. Lucie Court.
- The Towing sign will be pulled from 301 S. Ocean Drive but the No Overnight Parking sign will remain.

### **Agenda Item # 2: Downtown Parking Update –J. Sweat**

- Downtown Businesses stated they would like a loading zone on Orange Ave.
- Staff will look into loading zone options.
- A possible probationary period will be given to see how loading zone is utilized and received.

### **Agenda Item # 3: Jayce Park Parking Discussion- F. Amandro**

- The No Parking sign has been removed from the overflow parking area.
- City Engineer, Jack Andrews proposed a possible solution to alleviate parking issues with a temporary lot.
- Staff will move forward with the proposed temporary lot by the City Engineer.

### **Agenda Item # 4: Vendor Parking at South Causeway Park & Jaycee Park ☐ M. Reals**

- Designated spots have been assigned for vendor parking at South Causeway and Jaycee Park.
- Overnight parking and/or staging of materials will not be allowed for vendors in parking areas.

## Parking Committee Meeting Notes 8/22/2018

### Agenda Item # 1: South Beach Meeting Wrap-up – N. Mimms

- SB Businesses would like more parking in the area.
- Paid parking was mentioned as a possible option/solution.

### Agenda Item # 2: Jayce Park Parking Discussion- N. Mimms

- Parking signage is good at Jaycee Park.
- There is ample parking at this location.
- PW will begin working on the proposed parking lot within the next 30 days.

### Agenda Item # 3: Temporary Beach Parking Locations – N. Mimms

- Would like to know which property would be best for temporary parking lot.
- Would like a proposed plan from S. Weaver for 222 S. Ocean Dr.
- Would like a long-term lease.
- Free parking sign needs to be painted on building located at 301 S. Ocean Dr.

### Agenda Item # 4: Valet Parking Update –J. Sweat

- Item is going out for proposal.
- RFP will be completed in September and will be advertised to the public.

### Notes:

- Food for fines is a possibility. Do we have all the logistics worked out to implement?
- Public Works is moving forward with purchasing a tram.

# Parking Committee Meeting Notes 12/12/2018

## Agenda Item # 1: Valet Parking Update – N. Mimms

- Work with a vendor on a short-term basis. (One year)
- The bid process did not produce respondents so a license agreement will be sufficient.
- Areas have been identified for valet parking in the downtown area.

## Agenda Item # 2: Beach Parking Update – M. Reals

- Parking at the beach has been working lately.
- Public Works has not received any complaints lately.
- Signage is good and seems to be adequate for now.
- 222 S. Ocean Drive is a no go for future parking at this time.

## Agenda Item # 3: Tram Update – M. Reals

- The tram has arrived!
- A wrap will be put on the tram.
- The tram will be register shortly and drivers will be trained.
- A route will be established that is safe/ADA compliant.
- The tram will be operational in 2-3 weeks.
- There will be a possible on demand service, options will be looked at.

## Agenda Item # 4: Jaycee Park Parking Update – M. Reals

- Temporary parking improvements have been completed and are operational.

## Agenda Item # 4: Asta Parking Lot Update – R. Grohall

- Lot is now open!
- Area around Asta to be patrolled to alleviate illegal parking.
- Possibly invite owner of Asta parking to a parking committee meeting.

## Notes:

- Work will be done in the evenings in the city hall parking garage.
- Hopefully work will be completed in the parking garage in February.
- MLK park is having a new parking area constructed with a wall of remembrance being added.



## POLICE CITIZEN ADVISORY COMMITTEE SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### COMMITTEE/BOARD INFORMATION

#### *Members:*

Henry Duhart  
James Edwards  
Charles Hayek  
Pinkie Hendley  
Melvin Jones, Sr.

#### *Staff:*

Sergeant Jason  
Braun

#### *Meeting*

*Information:*  
*To Be Determined*

Subsequent to the Commission's approval of a resolution to create a Police Citizen Advisory Committee and the Commission's appointment of committee members, which was finalized at the October 1, 2018 Commission Meeting, the Police Department set the following objectives in following the requirements of Resolution 18-R32:

1. Contact committee members and establish a point of contact with the Police Department.
2. Conduct background checks of committee members.
3. Set up a Citizen Academy that would work best with the committee members' schedules.
4. Conduct an introductory meeting to review training requirements of the Committee and receive input from the committee members on training schedule.
5. Conduct Citizen Academy training.

The Police Department has made to following accomplishments of the above objectives:

1. A welcome letter was sent to each committee member with a point of contact for the Police Department.
2. Each committee member was fingerprinted and a criminal history check was completed. As part of their background check, each member completed an FDLE certification on security awareness.
3. Department training staff set up a Citizen Academy training program that include several schedule options to present to committee members for feedback.
4. On November 20, 2018 an introductory meeting was set up with the committee members, Chief of police and Staff. The training program and requirements were reviewed and feedback was received to best accommodate committee members' schedules.
5. Training dates were finalized and sent to committee members. Training was set for Tuesdays and Thursdays from 6 pm to 8 pm with a break over the holidays. Training began on November 27, 2018 with eight training days completed to date.



# SUNRISE THEATRE ADVISORY BOARD

## SUMMARY OF ACTIVITIES

For the period January 1 to December 31, 2018

### OBJECTIVES

#### COMMITTEE/BOARD INFORMATION

##### Members:

*Commissioner Reggie Sessions Chr.*

*Rebecca Shearer*

*Wes Taylor*

*Jon Putzke*

*Luke Croghan*

*Dr. John Earnhardt*

*Stanley Silver*

*Erick Gill*

*Melanie George*

##### Staff:

*Sharon Engle, Interim Executive Director - Ex Officio*

*Nancy Archer, STF Chair – Ex Officio*

*Anne Satterlee, Ex Officio*

##### Meeting

##### Information:

2<sup>nd</sup> Tuesday of every other month at the Sunrise Theatre

1. To act as a liaison between the community and the Sunrise Theatre including Theatre staff.
2. To act as ambassadors for the Sunrise Theatre to patrons and the community at large in support of activities of the Sunrise Theatre.
3. To actively experience the programs and performances of the Sunrise Theatre.
4. To help promote the mission of the Sunrise Theatre; The City of Fort Pierce, the Sunrise Theatre and its Advisory Board seek to preserve the heritage of the Sunrise Theatre and thereby provide St. Lucie County and the balance of the Treasure Coast with a wide variety of quality performing arts in an exceptional venue. The Theatre serves to inspire the community to enhance its involvement in the arts as well as the heritage of Fort Pierce, and to stimulate active involvement in the revitalization of downtown Fort Pierce.
5. To receive reports of the Executive Director of the Sunrise Theatre regarding the operations of the Theatre and to advise on an as-needed basis.
6. To create Sub-Committees such as, but not limited to financial oversight, capital needs assessment, community outreach, facilities maintenance and strategic planning to perform the duties or purposes of the Sunrise Theatre Advisory Board.
7. To participate in maintaining a vision for the long term strategic planning regarding the Sunrise Theatre including operations and capital needs.

### ACCOMPLISHMENTS

The Theatre Advisory Board has been active in attending public events concerning the Theatre, as well as participating on the interview panel for the Executive Director. They have created 4 sub-committees which will enable them to be more actively involved in the long term planning of the Sunrise Theatre. These sub-committee's are:

**Strategic Planning Committee:** This committee looks at the long range planning and needs of the theatre to define its direction, and make decisions on allocating its resources to pursue these strategies.

**Capital and Facilities Oversight Committee:** This committee will serve as a lobbying effort to the Fort Pierce City Commission and City Manager on behalf of the Sunrise Theatre, for the needs identified by the Strategic Planning Committee and beyond.

**Education & Community Outreach Committee:** This committee is involved in the discussion and planning of educational and community programming. In addition, they will serve as a resource in promoting community activities involving the Sunrise Theatre.

**Nominating Committee:** This committee helps to identify and recommend individuals for open seats on the STAB.