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A bill to be entitled An act relating to St. Johns County; creating the Town of Ponte Vedra Beach; providing legislative intent; providing municipal boundaries and municipal powers; providing a council-manager form of government; providing for election of a town council; providing for membership, qualifications, terms, powers, and duties of its members, including the mayor; providing for compensation and expenses; providing general powers and duties; providing circumstances resulting in vacancy in office; providing grounds for forfeiture and suspension; providing for filling of vacancies; providing for meetings; providing for keeping of records; providing for adoption, distribution, and recording of technical codes; providing a limitation upon employment of town council members; providing certain interference with town employees shall constitute malfeasance in office; establishing the fiscal year; providing for adoption of annual budget and appropriation; providing amendments for supplemental, reduction, and transfer of appropriations; providing for limitations; providing for appointment of charter offices, including a town manager and town attorney; providing for removal, compensation, and filling of vacancies; providing qualifications, powers, and duties; providing for nonpartisan elections and for matters relative thereto;

providing for recall; providing for initiative and referenda; providing the town a transitional schedule and procedures for first election; providing for first-year expenses; providing for adoption of transitional ordinances, resolutions, comprehensive plan, and local development regulations; providing for a transition agreement between St. Johns County and Town of Ponte Vedra Beach; providing for interim municipal services; providing for disposition of existing special districts; providing for the grandfathering in of existing land uses and zoning for certain property owners; providing land descriptions of the town; providing for future amendments of the charter; providing for standards of conduct in office; providing for severability; providing for a referendum; providing an effective date.

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Be It Enacted by the Legislature of the State of Florida:

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Section 1. Short title.--This act, together with any future amendments thereto, shall be known and may be cited as the Town of Ponte Vedra Beach Charter, hereinafter referred to as "the charter."

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Section 2. Legislative intent.--The Legislature hereby finds and declares that the Ponte Vedre Beach area in St.

Johns County includes a compact and contiguous community of approximately 25,000 residents susceptible to urban services, and constitutes a community amenable to separate municipal government.

Section 3. Incorporation of municipality; corporate 1 limits. -- There is hereby created, effective December 31, 1998, 2 3 in St. Johns County, a new municipality to be known as the Town of Ponte Vedra Beach, which shall have a council-manager 4 5 form of government. The corporate boundaries of the Town of 6 Ponte Vedra Beach, hereinafter referred to as "town," shall be 7 as described in section 12. 8 Section 4. Municipal powers. -- The town shall be a body 9 corporate and politic and shall have all the powers of a municipality under the Constitution and laws of the State of 10 Florida, as fully and completely as though such powers were 11 12 specifically enumerated in the charter, unless otherwise 13 prohibited by or contrary to the provisions of the charter. 14 The town shall have all governmental, corporate, and 15 proprietary powers to enable it to conduct municipal government, perform municipal functions, and render municipal 16 17 services, and may exercise any power for municipal services unless expressly prohibited by law. The powers of the town 18 19 shall be liberally construed in favor of the town. 20 Section 5. Town council. --A. COUNCIL; COMPOSITION; QUALIFICATIONS OF COUNCIL 21 22 MEMBERS. --1. There shall be a five member town council, 23 hereinafter referred to as the "council," consisting of four 24 council members elected at-large, although each of these 25 26 council members must reside in the district they represent, 27 and one council member representing the town at-large and 28 designated as mayor. 29 2. The districts' geographical boundaries are: 30 District 1: 31

Beginning at a point where Ponte Vedra Lakes Boulevard intersects the boundary of St. Johns County and Duval County; thence southerly and easterly on Ponte Vedra Lakes Boulevard to the power lines; thence southerly along the power line right-of-way to Solana Road also known as State Road 210A; thence easterly along Solana Road to the intersection of State Road 210A and AlA North; thence southerly along AlA North to Thousand Oaks Boulevard; thence westerly and northerly along Thousand Oaks Boulevard to Palmera Drive; thence northerly along Palmera Drive to Alta Mar Drive; thence west along Alta Mar Drive to TPC Boulevard; thence northerly and westerly along TPC Boulevard to Solana Road; thence westerly along State Road 210A to the intersection of State Road 210A and North Roscoe Boulevard; thence westerly from said intersection along an extension of State Road 210A to the centerline of the Intracoastal Waterway; thence northerly along the Intracoastal Waterway to a point where the centerline of the channel of the Intracoastal Waterway intersects the boundary of St. Johns County and Duval County; thence easterly along the St. Johns County boundary to the point of beginning. District 2: Beginning at the intersection of the shores of the Atlantic Ocean and the boundary line between St. Johns County and Duval County;

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thence southerly along the shores of the 1 2 Atlantic Ocean to the easterly extension of 3 Mickler's Cutoff; thence along said extension 4 to the intersection of County Road 203 and 5 Mickler's Cutoff Road; thence northerly and 6 westerly along the boundary of the Ponte Vedra 7 Municipal Service District (hereinafter referred to as "Ponte Vedra MSD"), to Ponce de 8 9 Leon Boulevard, also known as State Road AlA; thence northerly along Ponce de Leon Boulevard 10 to Solana Road; thence west on Solana Road to 11 12 the Power Lines; thence northerly along the 13 power lines to Ponte Vedra Lakes Boulevard; 14 thence northwesterly along Ponte Vedra Lakes 15 Boulevard to the boundary of St. Johns County; 16 thence easterly along the boundary between St. 17 Johns County and Duval County to the point of 18 beginning. 19 District 3: 20 Beginning at the intersection of TPC Boulevard 21 and Alta Mar Drive; thence southerly and 22 easterly along TPC Boulevard to Highway A1A 23 North; thence south on Highway AlA to the intersection of Mickler's Cutoff; thence 24 easterly along Mickler's Cutoff to the 25 26 intersection with the western boundary of the 27 Ponte Vedra MSD; thence northerly and westerly 28 along the boundary of the Ponte Vedra MSD; 29 thence southerly on AlA North to the 30 intersection of Thousand Oaks Boulevard; thence 31 westerly and northerly along Thousand Oaks

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1	Boulevard to Palmera Drive; thence northerly
2	along Palmera Drive to Alta Mar Drive; thence
3	west along Alta Mar Drive to the point of
4	beginning.
5	District 4:
6	Beginning at the intersection of TPC Boulevard
7	and Solana Road; thence southerly and easterly
8	along TPC Boulevard to Highway AlA North;
9	thence southerly along AlA North to the
10	intersection of AlA North and Mickler's Cutoff
11	Road; thence easterly along an extension of
12	Mickler's Cutoff Road to the shores of the
13	Atlantic Ocean; thence southerly along the
14	shores of the Atlantic Ocean to an extension of
15	the southern boundary of the Ponte Vedra MSD;
16	thence westerly along said extension to the
17	intersection with the boundary of the Guana
18	State Park; thence following the boundary of
19	the Guana State Park to the center of the
20	Intracoastal Waterway; thence northerly along
21	the center of the Intracoastal Waterway to the
22	westerly extension of Solana Road; thence
23	easterly along Solana Road to the point of
24	beginning.
25	District 5:
26	At-Large Mayoral/Council Seat comprising the
27	entire Town.
28	3. Redistricting In the year 2001 and in the
29	odd-numbered years after each decennial census thereafter, and
30	at any time when required by law, the town council shall
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CODING: Words stricken are deletions; words underlined are additions.

redivide the town into four districts of contiguous territory as nearly equal in population as possible.

- 4. Council Seats.--There shall be five separate council seats to be designated as District 1, District 2, District 3, District 4 and District 5-Mayoral/Council. Council members must qualify for council positions by district and the council members elected to those seats shall hold seats 1 through 5 respectively.
  - 5. To qualify for office:

- a. Each candidate for the office of council shall be a registered voter in the State of Florida and an elector of the town.
- b. At the time of qualification, each candidate for a council seat shall reside within the boundaries of the town and, if elected, shall maintain such residency throughout his or her term of office. Each district council member must be a resident of the district they represent during their incumbency. For the initial election, following the referendum approving the creating of the town, candidates for office shall qualify as provided in section 9B. Thereafter, candidates shall qualify as provided in section 8C.
- B. TERM OF OFFICE.--The term of office for council members shall be 4 years. Each council member shall remain in office until a successor is elected and assumes the duties of the position, except as otherwise provided herein. No council member shall serve more than two consecutive terms of office.
  - C. THE MAYOR; POWERS AND DUTIES. --
- 1. The mayor shall be elected from the at-large District 5-Mayoral/Council candidates. The mayor shall have the same legislative powers and duties as any other council member, as well as, the duties provided in paragraph 2.

2. In addition to carrying out his or her regular council member duties, the mayor shall preside at the meetings of the council and shall be recognized as the head of town government for service of process, ceremonial matters, and the signature or execution of ordinances, contracts, deeds, bonds, and other instruments and documents. The mayor shall serve as the liaison between the town council and the town manager; however, the mayor shall have no administrative duties other than those necessary to accomplish the actions delineated above, or such other actions as may be authorized by the council, consistent with general or special law.

- D. COMPENSATION AND EXPENSES.--Council members shall be compensated at the rate of \$500 per month and shall be entitled to receive reimbursement in accordance with Florida Statutes for authorized travel and per diem expenses incurred in the performance of their official duties. The council, by not less than a majority plus one vote of the entire council, may elect to provide for an increase in compensation by ordinance. However, no such ordinance establishing or increasing compensation shall take effect until the date of commencement of the terms of council members elected at the next regular election which follows the adoption of said ordinance.
- E. GENERAL POWERS AND DUTIES OF COUNCIL.--Except as otherwise prescribed herein or provided by law, legislative and police powers of the town shall be vested in the council. The council shall provide for the exercise of its powers and for the performance of all duties and obligations imposed on the town by law.
- F. VACANCIES; FORFEITURE OF OFFICE; SUSPENSION;
  FILLING OF VACANCIES.--

1. Vacancies.--A vacancy in the office of a council member shall occur upon the death of the incumbent, removal from office as authorized by law, resignation, appointment to other public office which creates dual office holding, judicially determined incompetency, or forfeiture of office as described in paragraph 2.

- 2. Forfeiture of office.--A council member shall forfeit his or her office upon determination by the council, acting as a body at a duly noticed public meeting, that he or she:
- a. Lacks at any time, or fails to maintain during his or her term of office, any qualification for the office prescribed by the charter or otherwise provided by law;
- <u>b.</u> Is convicted of a felony, or enters a plea of guilty or nolo contendere to a crime punishable as a felony;
- c. Is convicted of a first degree misdemeanor arising directly out of his or her official conduct or duties, or enters a plea of guilty or nolo contendere thereto, even if adjudication of guilt has been withheld;
- d. Is found to have violated any standard of conduct or code of ethics established by law for public officials and has been suspended from office by the Governor, unless subsequently reinstated as provided by law; or
- e. Is absent from two consecutive regular council meetings or four or more meetings in any calendar year without justifiable reason, or for any other reason established in the charter.
- 3. Suspension from office.--A council member shall be suspended from office upon return of an indictment or issuance of any information charging the council member with any crime which is punishable as a felony or with any crime arising out

of his or her official duties which is punishable as a first degree misdemeanor. In furtherance thereof:

- a. During the period of suspension, the council member shall not perform any official act, duty, or function or receive any pay, allowance, emolument, or privilege of office.
- b. If the council member is subsequently found not guilty of the charge, or if the charge is otherwise dismissed, reduced, or altered in such a manner that suspension would no longer be required as provided herein, the suspension shall be lifted and the council member shall be entitled to receive full back pay and such other emoluments or allowances as he or she would have been entitled to had the suspension not occurred.
  - 4. Filling of vacancies.--

- a. If a vacancy occurs in the office of mayor, the council shall appoint from its members by majority vote an individual to be mayor for the remainder of the mayor's term.
- b. If any vacancy occurs in the office of any council member, including any vacancy resulting from a council member being appointed by the council to fill a mayoral vacancy, the remaining council members shall, within 30 days following the occurrence of such vacancy, by majority vote, appoint a person to fill the vacancy until the next general election.
- c. Any person appointed to fill a vacant seat on the council shall be required to meet the qualifications of the seat to which he or she is appointed.
- G. Council meetings.--Regular meetings of the council shall be held on the third Thursday of every month and at such place, reasonably accessible to the citizens of the town, as the council shall prescribe by resolution. Such meetings shall be public meetings within the meaning of s. 286.011, Florida

Statutes, and shall be subject to notice and other requirements of law applicable to public meetings. Pursuant thereto:

- 1. Special meetings may be held at the call of the mayor or upon the request of a majority of the council members. Such meetings shall be held at a place that is reasonably accessible to the citizens of the town. Unless of an emergency nature, the person or persons calling such meeting shall provide not less than 72-hours prior notice of the meeting to the public.
- 2. Elected or reelected council members shall be inducted into office at the first regularly scheduled meeting following certification of their election.
- 3. A majority of the council shall constitute a quorum. No action of the council shall be valid unless adopted by an affirmative vote of the majority of the council unless otherwise provided by law. All actions of the council shall be by ordinance, resolution, or motion.
- H. TOWN RECORDS.--The council shall, in a properly indexed book kept for the purpose, provide for the authentication and recording in full of all minutes of meetings and all ordinances and resolutions adopted by the council, and the same shall at all times be a public record. The council shall further maintain a current codification of all ordinances. Such codification shall be printed and shall be made available for distribution to the public on a continuing basis. All ordinances or resolutions of the council shall be signed by the mayor and attested to by the town clerk, hereinafter referred to as "clerk," who shall be selected by the town manager, hereinafter referred to as "manager."

I. ADOPTION OF CODES.--The council may adopt any standard code of technical regulations by reference thereto in an adopting ordinance and may amend the code in the adopting ordinance or later amendatory ordinance. The procedures and requirements governing such an adoption ordinance shall be prescribed for ordinances generally, except that:

- 1. Requirements regarding distribution and filing of copies of the ordinance shall not be construed to require distribution and filing of copies of the adopted code of technical regulations, except as provided in paragraph 2.
- 2. A copy of each adopted code of technical regulations, as well as of the adoptive ordinance, shall be authenticated and recorded by the clerk.
- J. LIMITATION OF EMPLOYMENT OF COUNCIL MEMBERS.--No council member shall be in the employment of the town in any other capacity while in office, nor shall any former council member be employed by the town until after the expiration of 1 year from the time of leaving office.
- K. NONINTERFERENCE BY COUNCIL.--Except for the purposes of inquiry and information, the council and its members including committees thereof, are expressly prohibited from interfering with the performance of the duties of any employee of the town who is under the direct or indirect supervision of the manager or town attorney, hereinafter referred to as "attorney." Such action shall be malfeasance within the meaning of s. 112.501, Florida Statutes, and s. 112.51, Florida Statutes.
  - Section 6. Budget and appropriations .--
- A. FISCAL YEAR.--The town shall have a fiscal year which shall begin on October 1 of each year and end on September 30 of the succeeding year.

B. BUDGET ADOPTION.--The council shall by resolution adopt a budget for the next fiscal year prior to the beginning of the next fiscal year, following a minimum of two public hearings on the proposed budget. A resolution adopting the annual budget shall constitute appropriation of the amounts specified therein as expenditures from funds indicated.

- C. APPROPRIATION AMENDMENTS DURING THE FISCAL YEAR.--
- 1. Supplemental appropriations.--If during the fiscal year, revenues in excess of those estimated in the budget are available for appropriation, the council by resolution may make supplemental appropriations for the year in an amount not to exceed such excess.
- 2. Reduction of appropriations.--If, at any time during the fiscal year, it appears probable to the manager that the revenues available will be insufficient to meet the amount appropriated, the manager shall report same to the council without delay, indicating the estimated amount of the deficit, any remedial action taken and recommendations as to any other steps that should be taken. The council shall then take such further action as it deems necessary to prevent or minimize any deficit and, for that purpose, the council may by resolution reduce one or more appropriations accordingly.
- 3. Limitations; effective date.--No appropriation for debt service may be reduced or transferred, and no appropriation may be reduced below any amount required by law to be appropriated, or by more than the unencumbered balance thereof. Other provisions of law to the contrary notwithstanding, the supplemental and emergency appropriations and reduction or transfer of appropriations authorized by this section may be made effective immediately upon adoption.

Section 7. Charter officers.--

- A. DESIGNATION. -- The manager and attorney are designated as charter officers, except that the office of the attorney may be contracted to an attorney or law firm.
- B. APPOINTMENT; REMOVAL COMPENSATION; FILLING OF VACANCIES.--

- 1. The charter officers shall be appointed by a majority of the full council and shall serve at the pleasure of the council.
- 2. The charter officers shall be removed from office only by a majority plus one vote of the full council. Upon demand by a charter officer, a special hearing shall be held prior to such removal.
- 3. The compensation of the charter officers shall be fixed by the council.
- 4. The council shall begin the process to fill a vacancy in a charter office as soon as practicable. An acting town manager or an acting town attorney may be appointed by the council during a vacancy in such charter office.
- 5. The charter officers shall not be a candidate for council while holding their charter position.
- <u>C. TOWN MANAGER.--The manager shall be the chief</u> administrative officer of the town.
- 1. Qualifications.--The manager shall be selected on the basis of experience, expertise, and management ability as it pertains to running municipal government. There shall be a town manager who shall be appointed and who shall serve at the pleasure of the town council. The town manager shall be chosen on the basis of professional training, executive and administrative experience, and qualifications. The town manager shall have a Bachelor's Degree from an accredited college or university and at least 5 years experience as the

town manager or assistant town manager in a city or county with a population of comparable size. The town manager shall maintain residency within the county during the tenure of office and shall not engage in any other business or occupation without the express approval of the town council.

- $\underline{\mbox{2. The town manager shall be bonded at the discretion}}$  of the town council.
  - 3. Powers and duties. -- The manager shall:
- a. As the chief administrative officer of the town, direct and supervise the administration of all departments, offices, and agencies of the town, except the office of attorney, and except as otherwise provided by the charter or by law.
- b. Appoint, suspend, or remove any employee of the town or appointive administrative officer provided for, by or under the charter, including the clerk, except the office of attorney, and except as otherwise provided by law, the charter or personnel rules adopted pursuant to the charter. The manager may authorize any administrative officer who is subject to his or her discretion and supervision to exercise these powers with respect to subordinates in that officer's department, office, or agency.
- c. Ensure that all laws, provisions of the charter and acts of the council are faithfully executed.
- d. Prepare and submit the annual operating budget and the capital expenditures program to the council in the form prescribed by ordinance.
  - e. Attend meetings of the council.
- f. Draw and sign vouchers upon depositories as provided by ordinance, and keep, or cause to be kept, a true and accurate account of same.

1	g. Sign all licenses issued by the town and issue
2	receipts for all moneys paid to the town and deposit said
3	moneys in the proper depositories on the first banking day
4	after receipt. The manager may delegate the responsibilities
5	of this subparagraph to an appropriate town employee who shall
6	be bonded.
7	h. Provide administrative services in support of the
8	official duties of the mayor and the council.
9	i. Keep the council advised as to the financial
10	condition and future needs of the town and make
11	recommendations to the council concerning the affairs of the
12	town.
13	j. Submit to the council, and make available to the
14	public, a complete report on finances and administrative
15	activities of the town as of the end of each fiscal year.
16	k. Sign contracts on behalf of the town to the extent
17	authorized by ordinance.
18	1. Perform such other duties as are specified in the
19	charter or as may be required by the council.
20	D. TOWN ATTORNEY The attorney shall be the chief
21	legal officer of the town.
22	1. Qualifications The town attorney shall be a
23	member of The Florida Bar in good standing.
24	2. Powers and duties The town attorney:
25	a. Shall serve as chief legal advisor to the council,
26	the charter officers and all town departments, officers, and
27	agencies.
28	b. May hire such assistants as may be required when
29	approved by the council.
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- c. Shall attend council meetings unless excused by the council and shall perform such professional duties as may be required by law or by the council in furtherance of the law.

  d. Shall prepare an annual budget for the operation of
  - d. Shall prepare an annual budget for the operation of the office of attorney and shall submit this budget to the manager for inclusion in the annual town budget in accordance with uniform town procedures.

## Section 8. Elections. --

- A. ELECTORS.--Any person who is a resident of the town, who has qualified as an elector of this state, and who registers in the manner prescribed by law shall be an elector of the town.
- B. NONPARTISAN ELECTIONS.--All elections for the council members shall be conducted on a nonpartisan basis without any designation of political party affiliation.
- C. QUALIFYING FOR OFFICE.--Any elector of the town who wishes to become a candidate for a town elective office shall qualify with the clerk. Candidates must submit their names and proof of qualification, as described in the applicable provisions of s. 99.061, Florida Statutes, to the St. Johns County Supervisor of Elections Office between noon of the 50th day and noon of the 46th day prior to the town election. Proof of qualification includes:
  - 1. Proof of current address.
- 2. A petition for the candidate with signatures of Ponte Vedra Beach registered voters totaling not less than 25 registered voters as of January 31st of that same year.
- D. SCHEDULE FOR STAGGERED TOWN ELECTIONS AND RUNOFFS.--Pursuant to s. 100.031, Florida Statutes, the town elections for District 2 and District 4 will be held in conjunction with the first primary which is 9 weeks prior to

the General Election which is held on the first Tuesday after the first Monday in November of even-numbered years beginning in the year 2000. Pursuant to s. 100.031, Florida Statutes, the town elections for District 1 and District 3 and the mayor will be held in conjunction with the first primary which is 9 weeks prior to the general election which is held on the first Tuesday after the first Monday in November of even-numbered years beginning in the year 2002. In the event no candidate for an office receives a majority of the votes cast for said office, there will be a runoff election between the two candidates with the highest number of votes. The runoff will be held in conjunction with the general election in November.

- E. SCHEDULE FOR OTHER ELECTIONS.--Special municipal elections shall be held in the same manner as regular elections, except that the council, by ordinance, shall fix the time for the holding of such elections.
- F. DETERMINATION OF ELECTION TO OFFICE. -- In either the case of council members or the mayoral/council member, if only one candidate qualifies for an office, said candidate shall be deemed to be elected. If two or more candidates qualify for an office, the names of those candidates shall be placed on the ballot at the general election. If no candidate for an office receives a majority of the votes cast for said office, then the two candidates for the office receiving the highest vote in the general election shall run again in the runoff election, provided that:
- 1. If more than two candidates for an office receive an equal and highest number of votes, the names of such candidates shall be placed on the runoff election ballot.
- 2. In any contest in which there is a tie for second place, the name of the candidate placing first and the names

of the candidates tying for second shall be placed upon the runoff election ballot. The candidate receiving the highest number of votes cast for the office in the runoff election shall be elected to such office. If the vote at the runoff election results in a tie, the outcome shall be determined by lot.

- G. TOWN CANVASSING BOARD.--The town canvassing board, hereinafter referred to as the "canvassing board," shall be composed of the manager, attorney, and clerk, of whom the clerk shall act as chair. At the close of the polls of any town election, or as soon thereafter as practicable, the canvassing board shall meet at a time and place designated by the chair and shall proceed to publicly canvass the vote as shown by the returns then on file in the office of the town clerk, and then shall publicly canvass the absentee elector ballots. The canvassing board shall prepare and sign a certificate containing the total number of votes cast for each candidate or other measure voted upon. The certificate shall be placed on file with the clerk.
- H. RECALL OF COUNCIL MEMBERS.--Any member of the council, including the mayor, may be removed from office by the electors of the town following the procedures for recall established by general law.
  - I. INITIATIVE AND REFERENDUM. --
  - 1. Power to initiate and reconsider ordinances.--
- a. Initiative.--The electors of the town shall have the power to propose ordinances to the council and, if the council fails to adopt an ordinance so proposed without any change in substance, to adopt or reject it at a town election, provided that such power shall not extend to the annual budget or capital program or any ordinance appropriating money,

levying taxes, or setting salaries of town officers or employees.

b. Referendum.--

- (1) The council shall have the power, by resolution, to call for a referendum vote by the electors of the town at any time, provided that the purpose of such referendum is presented to the town at a public hearing at least 60 days prior to the adoption of said resolution. Any resolution calling for a referendum vote of the electors of the town must be passed by the affirmative vote of a majority of the full council.
- (2) The electors of the town shall have the power to require reconsideration by the council of any adopted ordinance and, if the council fails to repeal an ordinance so reconsidered, to approve or reject it at a town election, provided that such power shall not extend to the annual budget or capital program or any ordinance appropriating money, levying taxes or setting salaries of town officers or employees.
- 2. Commencement of proceedings.--Any 10 electors may commence initiative or referendum proceedings by filing with the clerk an affidavit stating that they shall constitute the petitioners' committee, hereinafter referred to as the "committee," and be responsible for circulating the petition and filing it in proper form stating their names and addresses and specifying the address to which all notices to the committee are to be sent, and setting out in full the proposed initiative ordinance or citing the ordinance sought to be reconsidered. Promptly after the affidavit of the committee is filed, the clerk shall, at the committee's request, issue

the appropriate petition blanks to the committee at the committee's expense.

3. Petitions.--

- a. Initiative and referendum petitions must be signed by electors of the town equal in number to at least 10 percent of the total number of electors registered to vote in the last regular town election and at least 10 percent of the total number of electors in each of the four districts registered to vote in the last regular town election.
- b. All papers of a petition shall be assembled as one instrument of filing. Each signature shall be executed in ink and shall be followed by the printed name and address of the person signing. Petitions shall contain or have attached thereto, throughout their circulation, the full text of the ordinance proposed or sought to be reconsidered.
- c. Each paper of a petition shall have attached to it when filed, an affidavit executed by the circulator thereof stating that he or she personally circulated the paper, the number of signatures thereon, that all signatures were affixed in his or her presence, that he or she believes them to be the genuine signatures of the persons whose names they purport to be and that each signer had an opportunity before signing to read the full text of the ordinance proposed or sought to be reconsidered.
- d. All initiative and referendum petitions must be filed within 60 days of the date on which proceedings with respect to such initiative or referendum are commenced and all requirements of the process, including, but not limited to, the submission of the signatures required, must be completed no later than 90 days following the date of filing of said initiative or referendum petition.

## 4. Procedure for filing.--

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a. Within 20 days after an initiative petition or a referendum is filed, the clerk shall complete a certificate as to its sufficiency, specifying, if it is insufficient, the particulars wherein it is defective and shall promptly send a copy of the certificate to the committee by registered mail. Grounds for insufficiency are only those specifics in subparagraph c. that are not met. A petition certified insufficient for lack of the required number of valid signatures may be amended once if the committee files a notice of intent to amend it with the designated official within 2 business days after receiving the copy of the certificate and files a supplementary petition upon additional papers within 10 days after receiving a copy of such certificate. Such supplementary petition shall comply with original petition requirements, and within 5 days after it is filed, the clerk shall complete a certificate as to the sufficiency of the petition as amended and promptly send a copy of such certificate to the committee by registered mail. If a petition or an amended petition is certified sufficient, or if a petition or amended petition is certified insufficient and the committee does not elect to amend or request the council to review under subparagraph b. within the time required, the clerk shall promptly present the certificate to the council and such certificate shall then be a final determination as to the sufficiency of the petition.

b. The council review.--If a petition has been certified insufficient and the committee does not file notice of intent to amend it or if an amended petition has been certified insufficient, the committee may, within 2 business days after receiving the copy of such certificate, file a

request that it be reviewed by the council. The council shall review the certificate at its next meeting following the committee's filing of such request and approve or disapprove it, and determination shall then be final as to the sufficiency of the petition.

5. Action on petitions.--

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a. Action by the council. -- When an initiative or referendum petition has been determined sufficient, the council shall promptly consider the proposed initiative ordinance or reconsider the referendum ordinance by voting its repeal. The repeal of an ordinance relating to the levy of ad valorem taxes shall be by ordinance. If the council fails to adopt a proposed initiative ordinance without any change in substance within 45 days or fails to repeal the referendum ordinance within 30 days, or in the case of a referendum authorized pursuant to sub-subparagraph 1.b.(1), within 5 days after the date on which the petition is determined to be sufficient, it shall submit the proposed initiative or referendum ordinance to the electors of the town. If the council fails to act on a proposed initiative ordinance or a referendum ordinance within the time period specified, the council shall be deemed to have failed to adopt the proposed initiative ordinance or failed to repeal the referendum ordinance on the last day that the council was authorized to act on such manner.

b. Submission to electors.--The vote of the town on a proposed initiative or referendum ordinance shall be held not less than 30 or more than 60 days from the date the council acted, or was deemed to have acted pursuant to subparagraph a., that the petition was determined sufficient. If no regular election is to be held within the period described in this

paragraph, the council shall provide for a special election, except that the council may, in its discretion, provide for a special election at an earlier date than 60 days. Copies of the proposed initiative or referendum ordinance shall be made available at the polls.

- c. Withdrawal of petitions.--An initiative or referendum petition may be withdrawn at anytime prior to the 15th day preceding the day scheduled for a vote of the electors of the town by filing with the clerk a request for withdrawal signed by at least eight members of the committee. Upon the filing of such request, the petition shall have no further force or effect and all proceedings thereon shall be terminated.
  - 6. Results of election. --
- a. Initiative.--If a majority of the qualified electors voting on a proposed initiative ordinance vote in its favor, it shall be considered adopted upon certification of the election results. If conflicting ordinances are approved at the same election, the one receiving the greatest number of affirmative votes shall prevail to the extent of such conflict.
- b. If a majority of the qualified electors voting on a referendum ordinance vote against it, it shall be considered repealed upon certification of the election results.

Section 9. Transition schedule.--

A. REFERENDUM.--The referendum election called for by this act shall be held on November 3, 1998, at which time the following question shall be placed upon the ballot:

"SHALL CHAPTER ...., LAWS OF FLORIDA, CREATING THE TOWN
OF PONTE VEDRA BEACH AND PROVIDING ITS CHARTER BE APPROVED?"

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In the event this question is answered affirmatively by a majority of voters voting in the referendum, the provisions of the charter will take effect as provided in section 15.

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B. INITIAL ELECTION OF COUNCIL MEMBERS. --

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1. Dates.--Following the adoption of the charter in accordance with subsection A, the St. Johns County Commission shall call a special election for the election of the five council members to be held on Tuesday, March 9, 1999. In the event no candidate for an office receives a majority of the votes cast for said office, then a runoff election between the two candidates receiving the most votes shall be held on

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Tuesday, March 23, 1999.

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2. Qualifying period. -- Between noon on Friday, January 29, 1999, and noon on Friday, February 12, 1999, any individual who wishes to run for one of the five initial seats 16

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on the council shall qualify as a candidate with the St. Johns County Supervisor of Elections in accordance with the

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provisions of the charter and general law.

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3. Certification of election results. -- For the initial election, the St. Johns County Commission shall appoint a canvassing board which shall certify the results of the election.

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4. Induction into office. -- Those candidates who are elected on either Tuesday, March 9, 1999, or Tuesday, March 23, 1999, shall take office at the initial council meeting, which shall be held at 10 a.m. on Saturday, March 27, 1999, at the Ponte Vedra Beach Public Library or at some other place within the town limits as may be designated by the Chair of the St. Johns County Commission.

- 5. Initial terms of office.--After the initial election of council members and mayor, the first regular town election will be held in accordance with section 8D in the year 2000. The initial council members from District 2 and District 4 shall serve a term from Saturday, March 27, 1999, to the third Thursday in November 2000, or until the results of any necessary run-off elections are certified and any run-off election winners are sworn in. The initial council members from District 1 and District 3 and the mayor shall serve a term from Saturday, March 27, 1999, to the third Thursday in November 2002, or until the results of any necessary run-off elections are certified and any run-off election winners are sworn in.
- C. CREATION AND ESTABLISHMENT OF TOWN.--For the purpose of compliance with s. 200.066, Florida Statutes, relating to assessment and collection of ad valorem taxes, the town is hereby created and established effective December 31, 1998. Notwithstanding anything to the contrary contained herein, the town, although created and established as of December 31, 1998, shall not be operable until March 27, 1999.
- D. FIRST YEAR EXPENSES.--The council, in order to provide moneys for the expenses and support of the town, shall have the power to borrow money necessary for the operation of the town government until such time as a budget is adopted and revenues are raised in accordance with the provisions of the charter.
- E. COUNTY SERVICES DURING TRANSITION.--From and after the effective date, during the transition period and until such time as the council becomes operative, estimated to be June 30, 1998, St. Johns County will continue to provide the

town with all of the same services as it does as of December 31, 1998.

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- F. TRANSITIONAL ORDINANCES AND RESOLUTIONS.--The council shall adopt ordinances and resolutions required to effect the transition. Ordinances adopted within 60 days after the first council meeting may be passed as emergency ordinances. These transitional ordinances, passed as emergency ordinances, shall be effective for no longer than 90 days after adoption, and thereafter may be readopted, renewed, or otherwise continued only in the manner normally prescribed for ordinances.
- G. TRANSITIONAL COMPREHENSIVE PLAN AND LAND DEVELOPMENT REGULATIONS.--
- 14 1. Until such time as the town adopts a comprehensive plan, the applicable provisions of the Comprehensive Plan of 15 St. Johns County, as the same exists on the day the town 16 17 commences corporate existence, shall remain in effect as the town's comprehensive plan. Within 1 year after incorporation, 18 19 the town shall establish a local planning agency pursuant to 20 s. 163.3174, Florida Statutes, to prepare and adopt a 21 comprehensive plan as required by s. 163.3174, Florida Statutes, within 3 years after the date of incorporation. The 22 23 St. Johns County Comprehensive Plan shall be controlling until the town adopts a comprehensive plan in accordance with the 24 provisions of s. 163.3174, Florida Statutes. All planning 25 26 functions, duties, and authority shall thereafter be vested in 27 the council which shall be deemed the local planning agency 28 until and unless the council establishes a separate local 29 planning agency.
  - 2. Subject to the provisions of the St. Johns County Comprehensive Plan, all powers and duties of the planning

commission, zoning authority, any boards of adjustment, and the County Commission of St. Johns County shall be vested in the council until such time as the council delegates all or a portion thereof to another entity. The council shall abide by the St. Johns County Comprehensive Plan until such time as the town's comprehensive plan is adopted.

- 3. Subsequent to the commencement of the town's corporate existence, any amendment of the comprehensive plan or land development regulations enacted by the St. Johns County Commission shall be deemed as part of the town's transitional land development regulations and shall take effect within the town's corporate limits.
- 4. For purposes of meeting provisions of s. 218.23(1), Florida Statutes, the town shall levy ad valorem taxes, exclusive of taxes levied for debt service or other special millages authorized by voters, to produce the revenue equivalent to a millage rate of 3 mills on the dollar based on the 1998 taxable values of real estate as certified by the property appraiser pursuant to s. 193.122(2), Florida Statutes, or, in order to produce revenue equivalent to that which would otherwise be produced by such 3 mill ad valorem tax to have:
- (a) Received a remittance from the county pursuant to general law:
  - (b) Collected an occupational license tax;
  - (c) Collected a utility tax;
  - (d) Levied an ad valorem tax;
- (e) Received revenue from a combination of these four sources; or
- 30 (f) Any other municipal service special levies as may
  31 be allowed by state law.

Section 10. Land use and zoning.--Whenever the town prescribes land use regulations or adopts zoning ordinances that impose restrictions which are more stringent than those in effect on the date of the town's incorporation, the town must grant, for each parcel that was for the 5 years preceding the date of the town's incorporation owned by the same person or by his or her heirs or devisees, a variance that permits, for a period of 10 years or for so long as the parcel remains under the ownership of that person or his or her heirs or devisees, whichever is longer, the same use of the parcel as was permitted on the date of the town's incorporation and with no greater restriction. Subsequent owners of such parcels who are not heirs or devisees shall be granted the same variance until the date which marks 10 years from the date of incorporation.

Section 11. <u>Provision for interim municipal services;</u> continuation, merger, and dissolution of existing districts; continuation and allocation of St. Johns County imposed taxes to fund town operations.--

A. PONTE VEDRA MUNICIPAL SERVICE DISTRICT.--Upon the date the town becomes operable, the Ponte Vedra Municipal Service District shall be dissolved. The town will assume any indebtedness and receive title to all property owned by the municipal service district, and will assume any liabilities and other agreements made by the municipal service district. The existing municipal service indebtedness, if any, shall be allocated to the general fund and said debt shall be retired by funds earmarked for general expenditures. The town may contract for any of the services provided by the municipal service district prior to its dissolution.

B. PROVISION FOR INTERIM SERVICES.--Following appointment of the manager and attorney, the council may enter into a transition agreement with St. Johns County for the continuation of municipal services until replaced by alternative providers designated by the council. The transition agreement shall provide a manner in which the town will compensate St. Johns County for continuing to provide those services. In connection with that transition agreement, the council shall also adopt and revise as necessary a schedule for the implementation of municipal services. In any event, there shall be no abridgement of existing contracts for services for those contracts in existence as of the date of incorporation.

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C. ST. JOHNS COUNTY TAXES LEVIED WITHIN THE BOUNDARIES OF THE TOWN TO PROVIDE FOR MUNICIPAL SERVICES .-- In levying taxes and fees for the 1999-2000 fiscal year, St. Johns County shall separately identify all taxes and fees which it imposes for countywide purposes and all taxes and fees it imposes to provide municipal services to the unincorporated areas. If services provided by St. Johns County serve both a municipal and countywide purpose, an allocation of the cost of those services between countywide and municipal government must be made so that no countywide tax revenues are utilized to pay for municipal services. In the event the town charter is adopted, those municipal taxes and fees imposed by St. Johns County to provide municipal services within the boundaries of the town shall be prorated between St. Johns County and the town using the date which the town becomes operable pursuant to section 9C as the date the tax revenues belonged to the town. To the extent the town is the beneficiary of those tax revenues, it will be deemed to have levied those taxes as town

taxes. The transition agreement will provide for the payment 1 2 to St. Johns County of such amounts as are necessary to 3 compensate St. Johns County for providing transition municipal 4 services. D. POLICE. -- The town may form its own police 5 6 department or contract for same. 7 E. FIRE. -- The town may form its own fire department or 8 contract for same. Upon withdrawal from the county fire 9 district, the town shall assume the assets and liabilities of the fire district within the incorporated town limits. 10 F. OTHER ESSENTIAL SERVICES. -- All residents of the 11 12 town shall be entitled to all other essential services offered by the town. The town may form its own departments for such 13 14 services or contract for same. 15 Section 12. Land description. -- The corporate 16 boundaries of the town shall be as follows: 17 A part of the Townships 3 and 4 South, Range 29 18 East, St. Johns County, Florida, bounded as 19 follows: On the East by the mean high water 20 line of the Atlantic Ocean; on the South by the 21 northern boundary of the Guana State Park as 22 described in Official Records 650, page 948 of 23 the Public Records of St. Johns County; on the 24 West by the centerline of the Intracoastal Waterway; and on the North by the St. Johns 25 26 County Line. 27 Section 13. PALM VALLEY - PART ONE 28 29 Begin at a point on the center line of the 30 Intracoastal Waterway, which point intersects 31 with the westerly prolongation of the northerly 31

line of Big Cypress Subdivision as recorded in MB 5 page 74 of public record of St. Johns County, Florida, thence easterly along said northerly line and its westerly prolongation to the northeast corner of said Big Cypress Subdivision, thence southerly along the easterly line of said Subdivision and its prolongation to the northerly line of Palm Valley Gardens Unit 4 as recorded in MB 5 page 71 of public records, thence easterly along said northerly line to the northeast corner of said Subdivision, thence southerly along the easterly line of said Subdivision and the easterly line of Palm Valley Gardens Unit 3 as recorded in MB 5 page 66 of public records of said county, to its intersection with the northerly line of Palm Valley Gardens Unit 6, as recorded in MB 5 page 73 of public records of said county, thence easterly along said northerly line to the northeast corner of said subdivision, thence southerly along the easterly line of said subdivision to a point where it intersects the northerly line of Lot 39 of said subdivision, thence northeasterly along the said northerly Lot line to its intersection with the southeast corner of lands described in OR Book 700 page 101, said point being on the southeasterly line of Section 39, Township 4 South, Range 29 East by possession, thence northeasterly along said easterly line to its point of intersection with the

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southwesterly corner of lands described as Parcel "B" in OR 1252 pages 1401 through 1416, thence easterly, northerly and easterly along the southerly and easterly boundary of said Parcel "B" to its intersection with the northwesterly right of way line of County Road No. C-210 (Old Palm Valley Road), thence northerly along said northwesterly right of way to a point that intersects with the northwesterly prolongation of the northerly line of the lands to Sheetz described in OR 652 page 2026, thence southeasterly, crossing CR-210, along the prolongation and said northerly line to the most easterly corner of OR652 page 2026, thence southeasterly to the most southerly corner of OR652 page 2026, thence northwesterly along the southerly line of OR652 page 2026 to its intersection with the northeasterly corner of lands described in OR1214 page 862, thence southerly along easterly line of said lands and the easterly line of lands in OR1083 page 1056 to the southeasterly corner of OR1083 page 1056, thence westerly along southerly line of OR1083 page 1056 to the northeast corner of OR993 page 187, thence southerly along east line of OR993 page 187 to the southeast corner thereof, thence easterly along the south line of lands described as Parcel A in OR1252 page 1401, also being the south line of GL 2 Section 4 Township 4 South Range 29 East by possession, to the

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southeast corner of said GL 2 by possession, thence southerly along the easterly line of Section 4 Township 4 South Range 29 East by possession, to its intersection with the northerly line of Glen Eagles Subdivision as recorded in MB19 pages 97 through 99, thence westerly along said northerly line to the northwest corner of said Subdivision, thence south along the westerly line of said Subdivision and its southerly prolongation to its intersection with the northerly line of Azalea Point at Ponte Vedra Unit 3 as recorded in MB27 pages 76 through 80, thence westerly, southerly, southwesterly and westerly along the northerly line of said Subdivision to its intersection with the easterly right of way line of CR210, thence southerly along said easterly right of way and the westerly line of said Azalea Point at Ponte Vedra Unit 3 to the southwest corner of said subdivision, thence easterly, northerly and easterly along the boundaries of said subdivision to its intersection with the southwest corner of Lot 21 of Pool Villas Unit 3 as recorded in Map Book 24 pages 20 through 23, thence continue easterly along the southerly line of Lots 21, 20 and 19 of said subdivision to the intersection with the westerly line of Lot 18 of said subdivision, thence southerly along the westerly line of said subdivision and its southerly prolongation to its intersection with

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the northerly line of Lot 110 of Azalea Point Unit II B as recorded in Map Book 26 pages 26 through 28, thence westerly, southerly and easterly along the boundary of said subdivision to its intersection with the northwest corner of Old Palm Valley Unit II as recorded in Map Book 26 pages 58 through 61, thence southerly, westerly and southwesterly to the point of intersection with the northeast corner of Tract "A", Old Palm Valley Unit I, as recorded in Map Book 26 pages 29 through 33, thence westerly along the northerly line of said subdivision to its intersection with the easterly right of way line of CR-210, thence southerly along said easterly line to the southwest corner of Old Palm Valley Unit I, thence easterly along the southerly line of said subdivision to its point of intersection with the easterly line of Section 9, Township 4 south, Range 29 east, thence southerly along said easterly line to the southeast corner of Section 9, thence westerly along the southerly line of Section 9 and crossing CR-210, to the point of intersection of Sections 9, 16 and 42, all of Township 4 south, Range 29 east, also being the southeast corner of lands described in OR 941 page 1177, thence northwesterly along the easterly line of said lands and continuing northwesterly along the lands described in OR 864 page 985 to an intersection with the north line of said Section 42, also being the South

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line of Palm Valley Gardens Unit Five as recorded in Map Book 5 page 72, thence westerly along the southerly line of Palm Valley Gardens Unit 5 to the northeast corner of Palm Valley Woods Estates as recorded in MB13 page 28, thence southerly along the easterly line of Palm Valley Woods Estates and continuing southerly along easterly lines of lands described in OR225 page 245 and continuing southerly along easterly line of lands described in OR279 page 303 to the southeast corner thereof, thence Westerly along the southerly line of OR279 page 303 to its intersection with the easterly line of Palm Valley Gardens Unit 2 as recorded in MB5 page 65, thence southerly along said easterly line of Palm Valley Gardens Unit 2 to its intersection with the north line of Section 49 Township 4 South Range 29 East, thence easterly along the north line of said Section 49 to the northeast corner thereof, thence south along the easterly line of said Section 49 to the southeast corner thereof, thence westerly along south line of said Section 49 to its intersection with the northeast corner of Section 51 Township 4 South Range 29 East, said point also being the northwest corner of Section 54 Township 4 South Range 29 East, thence southerly along the east line of said Section 51 to its intersection with the easterly right of way line of CR210A (aka South 36

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Roscoe Blvd), thence southerly along said right of way line to its intersection with the northerly right of way line of CR210, thence crossing said right of way line, continue southerly along the easterly right of way line of a county road known as South Roscoe Blvd Extension, to a point of intersection with the easterly prolongation of the southerly line of lands described as Parcel B in OR1283 page 1073, thence westerly along said southerly line of said lands and its westerly prolongation to its intersection with the centerline of the Intracoastal Waterway, thence northerly along said centerline to the point of beginning.

## PALM VALLEY - PART TWO

Begin at a point on the south line Section 15
Township 4 south Range 29 east where it
intersects the easterly right of way line of
CR210, thence easterly along south line of said
section 15 to the southeast corner of
Government Lot 3 of said section, thence
northerly along the east line of said
Government Lot 3 to its intersection with the
southerly line of Micklers Road, thence
southwesterly along said right of way line to
its intersection with the easterly right of way
line of CR210, thence southerly along CR210 to
the point of beginning.

## PALM VALLEY - PART THREE

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3 Begin at the southeast corner of Seaside at Ponte Vedra Unit 3, a subdivision as recorded 4 5 in Map Book 28 page 56 of the public records of 6 St. Johns County, Florida, thence northerly 7 along the easterly line of said subdivision to a point of intersection with the northwesterly 8 9 corner of the lands to Mickler, as described in Official Record Book 397 page 284, thence 10 11 easterly along the northerly line of said lands 12 to the northwest corner of the lands to Caines, 13 as described in Official Records Book 71 page 14 473, thence continue easterly along the 15 northerly line of said lands to the northwest 16 corner of lands to Lee as described in Official 17 Records Book 1164 page 614, thence continue 18 easterly along the northerly line to the 19 northeast corner of said lands, thence 20 southerly along the easterly line of said lands 21 and its southerly prolongation to the southerly 22 right of way line of Mickler Road, thence 23 easterly along the south line of road to its 24 intersection with the northwest corner of Guana State Park, as described in Official Records 25 26 650 page 948 of the Public Records of St. Johns 27 County, thence southerly along the boundary of 28 Guana State Park to its intersection with the 29 south line of Section 47, Township 4 South 30 Range 29 East, thence westerly along said south 31 line to its intersection with the boundary of

Guana State Park, thence continue westerly and northerly with said boundary to its intersection with the southerly right of way line Mickler Road, thence northerly crossing Mickler Road to a point on the south line of Seaside at Ponte Vedra Unit 3, thence easterly along the south line of said subdivision to the point of beginning.

Section 14. General provisions. --

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A. CHARTER AMENDMENTS. -- The charter may be amended in accordance with the provisions for charter amendments as specified in the Municipal Home Rule Powers Act, chapter 166, Florida Statutes, as the same may be amended from time to time, or its successor, or as may otherwise be provided by general law. The town council may, by ordinance, or the electors of the town may, by petition signed by 10 percent of the registered electors as of the last preceding town election, submit to the electors of the town a proposed amendment to the charter, which amendment may be to any part or to all of the charter except that part describing the boundaries of the town. The town council shall place the proposed amendment contained in the ordinance or petition to a vote of the electors of the town at the next town election or at a special election called for such purpose. The form, content, and certification of any petition to amend shall be established by ordinance.

B. STANDARDS OF CONDUCT.--All elected officials and employees of the town shall be subject to the standards of conduct for public officers and employees set by general law.

In addition, the council shall, no later than 6 months from the effective date of incorporation, establish by ordinance a

code of ethics for officials and employees of the town which may be supplemental to general law, but in no case may such an ordinance diminish the provisions of general law. The intent of this provision of the charter is to require more stringent standards than those provided under general law.

Section 15. If any provision of this act, or the application thereof to any person or circumstance, is held invalid, the invalidity shall not affect other provisions or applications of this act which can be given effect without the invalid provision or application, and to this end the provisions of this act are declared severable.

Except for this section, which takes effect upon becoming law, this act shall take effect upon approval by a majority vote of those qualified electors residing within the proposed corporate limits of the proposed Town of Ponte Vedre as described in section 12 or a majority vote of the qualified electors, excluding the electors in the Palm Valley area, as described in section 13, voting in a referendum election to be called by the St. Johns County Commission to be held November 3, 1998, in accordance with the provisions of law relating to elections currently in force. If a majority of the Palm Valley electors, participating in said referendum, vote against incorporation, the Palm Valley area shall not be included in any town limits ratified by said referendum nor are their votes counted in favor of incorporation.