

4/22/98

RESOLUTION 98- 108

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY AUTHORIZING THE COUNTY ADMINISTRATOR TO APPOINT VOLUNTEER AGENTS AS ST. JOHNS COUNTY CODE ENFORCEMENT OFFICERS WITH AUTHORITY TO CARRY OUT ENFORCEMENT ACTIVITIES SOLELY IN THE WILLIAM BARTRAM TRAIL AREA OF ST. JOHNS COUNTY; AND SETTING STANDARDS AND POLICIES RELATING THERETO.

WHEREAS, the William Bartram Trail area of St. Johns County is of special scenic interest; and hereby will be considered a special code enforcement area;

WHEREAS, certain residents of the area have offered to render volunteer services in this Area as agents of the county; and

WHEREAS, the code enforcement function entails substantial responsibility and liability on the part of the County.

NOW THEREFORE:

1. The County Administrator may appoint volunteer agents as St. Johns County Code Enforcement Officers in accordance with Section 162.21 F.S. as amended, providing that the following criteria are met:

a. Said Code Enforcement Officers must agree in writing to be bound by and to follow all applicable law, ordinance, rules as well as directives of County supervisors designated by the County Administrator who shall include, but not be limited to, the Director of Development Services.

b. Said Code Enforcement Officers shall serve at the pleasure of the St. Johns County Administrator.

c. Said Code Enforcement Officers shall attend training sessions as required by Florida law, County ordinance or resolution, and as otherwise required by the County Administrator or the Director of Development Services.

d. Said Code Enforcement Officers shall wear an appropriate uniform and/or insignia of authority and shall have in his or her immediate possession appropriate documentary identification of appointment to said Officer while performing the code enforcement functions.

e. Said Code Enforcement Officers shall obtain approval of the Director of Development services prior to issuing any code enforcement action other than a Warning.

f. Said Code Enforcement Officers shall refer any questions regarding compliance of buildings or plans to the County Building Department.

g. Said volunteer Code Enforcement Officers shall comply with all St. Johns County policies and regulations relating to volunteers, Sections 162.21 and 162.22, Florida Statutes, and all other applicable County Resolutions, Ordinances and State and Federal laws.

2. The actual appointment of a particular Code Enforcement Officer shall be in writing and shall occur only after such person has received qualifying training as required by law and County ordinance in addition to such training designated by the County Administrator or the director of Development Services.

3. Said volunteer Code Enforcement Officers shall not be compensated for work hours but shall receive compensation for authorized official business mileage outside of the Area and materials necessary for performance of assigned duties if such materials are not available from standard county supply sources.

4. All duties and actions of the Code Enforcement Officer appointed pursuant to this Resolution shall be performed in accordance with standard county enforcement policies, ordinances and direction of the Director of Development Service.

PASSES AND ADOPTED by the board of County Commissioners of St. Johns County, State of Florida, this 26 day of May, 1998.

BOARD OF COUNTY COMMISSIONERS  
OF ST. JOHNS COUNTY, FLORIDA

by: Moses A. Floyd  
Its. Chair -

Attest: Cheryl Strickland, Clerk

By: Patricia DeGrande  
Deputy Clerk

*Ben Adams*  
May 5, 1998

Mr. Richard Fitzpatrick  
2028 Eventide Avenue  
Switzerland, Fl. 32259

Re: **Appointment as St. Johns County Code Enforcement Officer**

Dear Mr. Fitzpatrick:

As authorized by St. Johns County Resolution # \_\_\_\_\_, upon the suggestion of Commissioner Pal Howell, and based upon the completed training you received under the St. Johns County Director of Development Services, it is a pleasure to hereby offer you a position as Volunteer Code Enforcement Officer for the William Bartram Trail area.

We appreciate the time you are offering in this milestone endeavor. Please be assured I, and the entire St. Johns County Codes staff, will do all possible to assist your noteworthy efforts.

Paragraph 1 (a) of the attached Resolution requires your written endorsement of the procedures and policies set forth therein, so please return a copy of this letter in the enclosed envelop to Director Roland Holt who will thereupon deliver your formal Certification as St. Johns County Code Enforcement Officer to you.

With Appreciation,

Ben Adams  
County Administrator

**ACCEPTANCE OF APPOINTMENT:**

I Richard Fitzpatrick, have received St. Johns County Resolution # \_\_\_\_\_, understand and accept it as setting forth Code Enforcement Officer procedures to be followed, do agree to abide by the requirements and do hereby accept appointment as St. Johns County volunteer Code Enforcement Officer for the William Bartram Trail area.

\_\_\_\_\_  
Richard Fitzpatrick

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

May 31 1998

Mrs. Julie Fitzpatrick  
2028 Eventide Avenue  
Switzerland, Fl. 32259

Re: **Appointment as St. Johns County Code Enforcement Officer**

Dear Mrs. Fitzpatrick:

As authorized by St. Johns County Resolution # \_\_\_\_\_, upon the suggestion of Commissioner Pal Howell, and based upon the completed training you received under the St. Johns County Director of Development Services, it is a pleasure to hereby offer you a position as Volunteer Code Enforcement Officer for the William Bartram Trail area.

We appreciate the time you are offering in this milestone endeavor. Please be assured I, and the entire St. Johns County Codes staff, will do all possible to assist your noteworthy efforts.

Paragraph 1 (a) of the attached Resolution requires your written endorsement of the procedures and policies set forth therein, so please return a copy of this letter in the enclosed envelope to Director Roland Holt who will thereupon deliver your formal Certification as St. Johns County Code Enforcement Officer to you.

With Appreciation,



Ben Adams  
County Administrator

**ACCEPTANCE OF APPOINTMENT:**

I Julie Fitzpatrick, have received St. Johns County Resolution # \_\_\_\_\_, understand and accept it as setting forth Code Enforcement Officer procedures to be followed, do agree to abide by the requirements and do hereby accept appointment as St. Johns County volunteer Code Enforcement Officer for the William Bartram Trail area.

\_\_\_\_\_  
Julie Fitzpatrick

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness