

Commission Meeting Minutes
September 8, 2020
6:30 pm

Mayor Waters said before we begin the official meeting of the Starke City Commission, there will be a time of voluntary prayer. Those willing to do so are asked to stand and I will lead us in prayer and the Pledge of Allegiance.

This was the first regular meeting of the month. The meeting was held at the Charley E. Johns Conference Center due to social distancing guidelines. Members attending included Mayor Wilbur Waters, Commissioner Tommy Chastain and Commissioner Shannon Smith. Commissioner Janice D. Mortimer attended via GoToMeeting. Also present were City Manager John Holman, Police Chief Jeff Johnson, Code Enforcement Officer Jeff Look, City Attorney Clay Martin, Deputy Clerk Lisa Terry, City Clerk Ricky Thompson and Fire Chief Gary Wise. Commissioner Danny Nugent was absent due to surgery.

Mayor Waters called the meeting to order at 6:30 pm.

Mayor Waters asked if there were any additions or deletions to the agenda. Mr. Holman asked to add item 9.F. request for a workshop for a presentation on the water rate study. Mayor Waters entertained a motion to approve the agenda with the addition. Commissioner Chastain made a motion to approve the agenda with the addition. It was seconded by Commissioner Smith. The motion passed 4-0.

Mayor Waters entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the August 11, 2020 Special Commission Meeting, the minutes of the August 26, 2020 Commission Budget Workshop, the minutes of the August 26, 2020 Commission Meeting and the minutes of the September 1, 2020 Commission Budget Workshop. Commissioner Mortimer made a motion to approve the consent agenda. It was seconded by Commissioner Chastain. Commissioner Chastain asked that the third paragraph from the bottom of the minutes of the September 1, 2020 Commission Budget Workshop be changed to Commissioner Smith asked for a 2% reduction in the transfer from utility to general. Commissioner Chastain said he wanted a 10% reduction. The motion passed 4-0.

Mayor Waters asked if there were any emergency items. There were none.

Mayor Waters read the statement for citizen requests "The City of Starke welcomes you to this meeting. This time is set aside for our citizens and general public to address the city commission. This is not a question or answer time. It is not a political forum, nor is it a time for personal accusations or derogatory remarks to or about city personnel. If you would like to address the commission please complete a form, come to the podium when you are called, speak into the microphone and state your name and address for the record. Please also limit your comments to not more than 3 minutes. Your participation is welcomed." Chrissy Allen with the Downtown Merchants came forward to ask the commissioners for direction on the Great

Pumpkin Escape. Ms. Allen said the Great Pumpkin Escape will be on Halloween this year. She said the merchants would like to sit outside and handout candy. Ms. Allen said the event will be insured by the Downtown Merchants and they will follow the Center for Disease Controls guidelines. Mayor Waters said he is concerned about having a large crowd. Commissioner Smith suggested having a haunted trail and only allowing one family in at a time. Commissioner Chastain said he is concerned about the event after the high school football game got a bad write up. Commissioner Mortimer said CDC guidelines will need to be followed. Ms. Allen said she will come back with more ideas.

Ms. Allen said because of the lack of inmate labor, the Downtown Merchants will each take a section of property to maintain. She said the flags downtown will be changed this week. Ms. Allen asked if the commissioners are ok with that. The commissioners each said yes. Commissioner Mortimer said she appreciates the teamwork from the Downtown Merchants. Commissioner Chastain asked Mr. Holman to have the burned-out lights downtown fixed.

Mayor Waters called the tentative budget hearing to order. Mayor Waters said the first issue to be discussed is the proposed tentative millage. Clerk Thompson said the proposed tentative millage is 5.0909 MILLS. Clerk Thompson said the proposed tentative millage rate of 5.0909 MILLS is a 0.0% increase over the rolled-back rate of 5.0909 MILLS. Mayor Waters asked for comments from the public regarding the millage. There were no comments from the public. Mayor Waters asked for comments from the commission regarding the proposed tentative millage. There were no comments from the commission. Mayor Waters asked if any of the commissioners wished to set the millage at anything other than 5.0909 MILLS. There was no response from the commissioners. Mayor Waters called for a motion to adopt resolution 2020-56 setting the tentative millage at 5.0909 MILLS and approving the final hearing date of September 22, 2020 at 6:30 pm to set the final millage rate. Commissioner Chastain made a motion to adopt resolution 2020-56. It was seconded by Commissioner Smith. The motion passed 4-0.

Mayor Waters said the second issue to be discussed is the proposed tentative budget. Mr. Thompson said the proposed tentative budget is composed of the following expenditures and reserve totals: the General Fund is \$4,421,397, the Special Revenue Fund is \$3,196,935, the Enterprise Fund is \$21,788,403, the CRA Fund (Component Unit) is \$1,890 for a total approved budget of \$29,408,625. Mr. Thompson said the proposed tentative budget total operating expenses are 23.28% more than last year's total operating expenses. Mayor Waters asked for comments from the public regarding the proposed tentative budget. There were no comments from the public. Mayor Waters asked for comments from the commission regarding the proposed tentative budget. There were no comments from the commissioners. Mayor Waters asked if any of the commissioners wish to amend the proposed budget. There was no response from the commissioners. Mayor Waters called for a motion to adopt resolution 2020-57 adopting the tentative budget consisting of the following expenditures and reserve totals and approving the final hearing date of September 22, 2020 at 6:30 pm: the General Fund is \$4,421,397 the Special Revenue Fund is \$3,196,935, the Enterprise Funds is \$21,788,403 the CRA Fund (Component Unit) is \$1,890 for a total approved budget of \$29,408,625.

Commissioner Mortimer made a motion to adopt resolution 2020-57 adopting the tentative budget for fiscal year 2020 to 2021. It was seconded by Commissioner Smith. The motion passed 4-0. Mayor Waters adjourned the budget hearing.

Mayor Waters asked Attorney Martin to address the quasi-judicial hearing. Attorney Martin said the hearing is for an amendment to the land development code. He read the procedures for the quasi-judicial hearing. Attorney Martin asked each commissioner if they have had any ex-parte communications with anyone concerning the hearing. The commissioners said they have not. Attorney Martin asked anyone wishing to testify on this matter to raise their right hand to be sworn in. Attorney Martin swore in Mr. Look. Attorney Martin read the title to Ordinance Number 2020-09. Mr. Look said the ordinance deals with definitions for senior living facilities to bring them in line with State Statute 419. He said the ordinance was prepared by the North Central Florida Regional Planning Council. Mr. Look said the ordinance has been approved by the planning and zoning board. Mayor Waters asked if there were any questions from the public. There were none. Mayor Waters entertained a motion to approve the first reading of Ordinance Number 2020-09 by title only. Commissioner Chastain made a motion to approve the first reading. It was seconded by Commissioner Smith. The motion passed 4-0.

Chief Wise introduced his new hire Bill Crutchfield who is a certified firefighter and paramedic. Chief Wise said Mr. Crutchfield has worked part-time for the city for 10 years. Mr. Crutchfield said he has worked for Bradford County since 2006 and he will bring his medical skills and hard work to the Fire Department. Mayor Waters and the commissioners thanked and welcomed Mr. Crutchfield aboard.

Mayor Waters asked for the City Clerk Report. Clerk Thompson said the bond trustees and Commissioner Smith reviewed the bills. Commissioner Smith made a motion to pay the bills. It was seconded by Commissioner Mortimer. The motion passed 4-0.

Clerk Thompson addressed renewing the audit contract with James Moore and Associates. Attorney Martin said he and Clerk Thompson recommend renewing the contract because of the current issues with the audit. He said if not they will need to start the procurement process. Commissioner Mortimer said she would like to see continuity of service. Mayor Waters agreed. Attorney Martin said they will bring the contract with the option to use James Moore and Associates for another year to the next commission meeting.

Mayor Waters asked for the City Manager Report. Mr. Holman addressed Resolution Number 2020-58 approving the contract with the North Central Florida Regional Planning Council for local government comprehensive planning services. He said the cost is \$10,000. Attorney Martin read the resolution by title. Mayor Waters entertained a motion to approve the resolution. Commissioner Mortimer made a motion to approve the resolution as read by title. It was seconded by Commissioner Smith for discussion. He asked if the city used \$10,000 worth of services during the year. Mr. Holman said they have used them every month. Commissioner Mortimer said their services far exceed what the city would have to pay anyone else. The motion passed 4-0.

Mr. Holman addressed the Florida Power and Light site plan 2020-006 for Parcel Number 03800-0-0000 on Colley Road. Commissioner Chastain asked if the plan has been signed off on by water management. Mr. Look said the impervious surface area will not be increased so water management approved it. Mayor Waters entertained a motion to approve the site plan. Commissioner Smith made a motion to approve the site plan. It was seconded by Commissioner Mortimer. Commissioner Chastain asked if the city will be getting anything in writing. Mr. Look said yes. The motion passed 3-1. Commissioner Chastain opposed the motion.

Mr. Holman addressed the request for Florida Gas Utility to perform a rate study. Mr. Holman said the rate study will be done at no cost, but the commissioners need to request it. Mayor Waters entertained a motion to request the rate study. Commissioner Chastain made a motion to approve the request for the rate study. It was seconded by Commissioner Smith. The motion passed 4-0.

Mr. Holman addressed the applications for the Recreation Advisory Board. Mr. Holman said he will be providing scoring sheets. He asked the commissioners to review the applications for consideration and he will bring this back at the next meeting.

Mr. Holman addressed the recreation program update. He said some games were cancelled and parents are asking for a credit toward next season. Mr. Holman said he would like to offer a credit even though the application says no refunds and insurance was offered through the league. Commissioner Smith said he would like to use left over revenues to discount the fall season for returning players. Mayor Waters entertained a motion to provide a discount for returning players. Commissioner Chastain made a motion. It was seconded by Commissioner Smith. The motion passed 4-0.

Mr. Holman addressed the proposed workshop for presentation of the water rate study on September 22, 2020 at 5:30 pm. Mayor Waters entertained a motion to approve the workshop. Commissioner Smith made a motion to approve the workshop. It was seconded by Commissioner Chastain. The motion passed 4-0.

Mayor Waters asked for the Police Chief Report. Chief Johnson said he has nothing further.

Attorney Martin addressed the update on pending matters with the city attorney. He said there are two ordinances that need to be prepared for first reading. The first one is the bond trustees and the second one is for local preference. Attorney Martin said there is also the possible dissolution of the CRA fund. Commissioner Mortimer requested a list of pros and cons for the CRA fund.

Attorney Martin addressed the draft city attorney evaluation. He said he can finalize it and email it to the commissioners with a date to return it to Clerk Thompson.

Commissioner Chastain asked about the wiring on the palm trees at the Veteran's Park. Mr. Holman said it has not been done yet.

Commissioner Chastain asked about hemp farming. Mr. Holman said he has spoken to the Director of Hemp Farming with the Department of Agriculture and is waiting on additional information.

Commissioner Mortimer asked about the status of having local contractors mowing grass. Mr. Holman said they have only received one quote. Commissioner Mortimer said she has spoken to five minority business owners about it. Mr. Holman said he would follow up on this.

Commissioner Smith asked about Tesla car charging stations. Mr. Holman said he will call them again.

Mayor Waters asked about the ethics training at Folds, Walker and Maltby. Attorney Martin said it will be October 29, 2020 from 4:00 to 8:00 pm. He said they will be offering a live and virtual option.

Mayor Waters asked about the Edwards Road parking lot. Mr. Holman said he is working with the county on it.

There being no further business the meeting was adjourned at 8:41 pm.