

Commission Meeting Minutes
September 21, 2021
5:30 pm

Mayor Shannon Smith 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 Commissioner Mortimer will lead us in prayer and the Pledge of Allegiance.

This meeting was the second regular meeting of the month. Members attending included Mayor Shannon Smith, Commissioner Janice D. Mortimer, Commissioner Danny Nugent and Commissioner Wilbur Waters. Also present were Director of Operations Scott Anaheim, Police Chief Jeff Johnson, City Attorney Clay Martin, Deputy Clerk Lisa Terry and Finance Director Tonya Wainwright. Commissioner Tommy Chastain was absent.

Mayor Smith called the meeting to order at 5:30 pm.

Mayor Smith asked for agenda changes. Commissioner Mortimer asked to move item 10.A. to 7.B. Attorney Martin asked to remove item 9.F. Mayor Smith entertained a motion to approve the agenda. Commissioner Nugent made a motion to approve the agenda with the changes. It was seconded by Commissioner Waters. The motion passed 4-0.

Mayor Smith entertained a motion to approve the consent agenda. The consent agenda consisted of the minutes of the September 7, 2021 Commission Meeting and the Bradford Parents Association Boot Drive for September 25, 2021. Commissioner Waters made a motion. It was seconded by Commissioner Nugent. The motion passed 4-0. Commissioner Mortimer said there were little children in the road during the last boot drive. She said she called Chief Johnson to send someone to make sure the children were taken out of the road.

Mayor Smith asked for any emergency items. There were none.

Mayor Smith 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." There was no citizen participation.

Mayor Smith called for old business. Attorney Martin said he reached out to Drew Mullins to negotiate a contract. He said the terms are for two years at \$80,000 with a cost-of-living raise. Attorney Martin said up to \$5,000 is allowed for relocation, five percent goes for retirement and health insurance is provided. Commissioner Mortimer said section 3.F. encourages certification but she would like it to be required. Attorney Martin reached out to Mr. Mullins.

Commissioner Nugent said Mr. Mullins should pay for his own certification. Mayor Smith said he is ok with the city paying for Mr. Mullins certification. Commissioner Mortimer agreed with Mayor Smith. Mr. Mullins responded that he is committed to getting his certification. Commissioner Mortimer made a motion to approve the contract as presented by Attorney Martin. It was seconded by Commissioner Waters. The motion passed 3-1. Commissioner Nugent opposed the contract.

Mayor Smith asked for the presentation by Public Risk Management. Denise Mattera said they offer a pool so the benefit is based on a larger group. She said they now offer acupuncture and hearing aid benefits. Mayor Smith asked if they have a wellness fund for preventative care. Ms. Mattera said preventative care is down because of COVID-19 but they are working on a reminder system. Mayor Smith thanked Ms. Mattera.

Mayor Smith called for public hearings. He said our next item of business is to consider our 2021-2022 millage rate and budget. Mayor Smith said the first issue to be discussed is the proposed final millage. Mrs. Wainwright said the proposed final millage is 5.0909 MILLS. She said the proposed final millage rate of 5.0909 MILLS represents a 0.23% increase over the rolled-back rate of 5.0790 MILLS. Mayor Smith asked for comments from the public regarding the final millage. There were no comments from the public. Mayor Smith asked for comments from the commission regarding the proposed final millage. There were no comments from the commission. Attorney Martin read Resolution Number 2021-75 by title. Mayor Smith called for a motion to adopt resolution 2021-75 setting the final millage at 5.0909 MILLS. Commissioner Mortimer made a motion to adopt resolution 2021-75 as read by title. It was seconded by Commissioner Nugent. The motion passed 4-0. Mayor Smith said the second issue to be discussed is the proposed final budget. Mrs. Wainwright said the proposed final budget is composed of the following expenditures and reserve totals: the General Fund is \$5,573,613, the Special Revenue Fund is \$2,697,141 and the Enterprise Fund is \$30,973,158 for a total approved budget of \$39,243,912. Mrs. Wainwright said the proposed final budget total operating expenses are 33.44% more than last year's total operating expenses. Mayor Smith asked for comments from the public regarding the proposed final budget. There were no comments from the public. Mayor Smith asked for comments from the commission regarding the proposed final budget. There were no comments from the commission. Attorney Martin read Resolution Number 2021-76 by title. Mayor Smith called for a motion to adopt resolution 2021-76 adopting the final budget consisting of the following expenditures and reserve totals: the General Fund is \$5,573,613, the Special Revenue Fund is \$2,697,141 and the Enterprise Fund is \$30,973,158 for a total approved budget of \$39,243,912. Commissioner Mortimer made a motion to adopt resolution 2021-76 as read by title. It was seconded by Commissioner Waters. The motion passed 4-0.

Mayor Smith asked for the city clerk report. Ms. Terry asked Michael Heeder to come forward to talk about the Downtown Merchants Great Pumpkin Escape. Mr. Heeder said the Great Pumpkin Escape will be October 30, 2021 from 5:00 to 9:00 pm. They are asking to close Call Street from Walnut Street to Church Street. Mr. Heeder asked for candy donations. Commissioner Mortimer made a motion to approve the road closure and make a donation for

candy in the amount donated last year. It was seconded by Commissioner Waters. The motion passed 4-0. Mayor Smith asked if there will be a haunted trail. Mr. Heeder said no. Everything will be downtown.

Ms. Terry said Commissioner Mortimer reviewed the bills. Commissioner Mortimer made a motion to approve paying the bills. It was seconded by Commissioner Waters. The motion passed 4-0.

Attorney Martin addressed Resolution Number 2021-73 agreement with North Central Florida Regional Planning Council for comprehensive planning services. He read the resolution by title. Commissioner Nugent made a motion. It was seconded by Commissioner Mortimer. She said it is money well spent. Mayor Smith said he would like the downtown traffic flow looked at. The motion passed 4-0.

Attorney Martin addressed Resolution Number 2021-74 agreement with the Bradford County Sheriff's Office for dispatch services. He read the resolution by title. Mayor Smith entertained a motion to approve the resolution. Commissioner Mortimer said she would like "at their request" removed from the third paragraph of page 3. She said she has spoken with Sheriff Gordon Smith and he has no problem with it. Commissioner Nugent made a motion. It was seconded by Commissioner Waters. The motion passed 4-0.

Tyler Orton addressed the commission regarding vandalism at the Edwards Road Park. He said cameras are needed to deter the vandalism. Mr. Anaheim said there are trail cameras that police officers can monitor. Mr. Orton said the locks at the park need to be changed because too many people have keys. He suggested getting stainless steel fixtures for the bathrooms so they can not be broken. He said he has contractors who will do the work for free. Mr. Anaheim said he will get quotes for the materials. Attorney Martin suggested making a motion to spend up to \$5,000 for the lowest bid. Commissioner Nugent made a motion. It was seconded by Commissioner Waters. The motion passed 4-0.

Ms. Terry addressed the request for qualifications for auditing services. Mayor Smith entertained a motion to approve the RFQ. Commissioner Mortimer made a motion. It was seconded by Commissioner Nugent. Commissioner Mortimer said a board reviewed the RFQs last time. She asked if there will be a board this time. Attorney Martin said there will be a board. The motion passed 4-0.

Ms. Terry addressed the 2022 calendar order. Commissioner Mortimer said she asked the clerk about ordering 25 percent less. Commissioner Mortimer made a motion to approve purchasing 1500 calendars. It was seconded by Commissioner Waters. The motion passed 4-0.

Mayor Smith asked for the city manager report. Mr. Anaheim said he talked to Florida Municipal Power Agency about a pool loan. He suggested setting a workshop in October to discuss this. Mayor Smith suggested October 19, 2021 at 5:00 pm. Mayor Smith entertained a

motion to approve the workshop. Commissioner Waters made a motion. It was seconded by Commissioner Mortimer. The motion passed 4-0.

Mayor Smith asked for the police chief report. Chief Johnson addressed the request for bids to replace the police department roof. He said the roof is getting worse. He said there is a facility fund to cover the cost. Mayor Smith said the building is not ours. Chief Johnson said we are required to maintain it. Mayor Smith asked Chief Johnson to get with Attorney Martin and see if it can be done this way.

Mayor Smith asked for the attorney report. Attorney Martin said Drew Mullins is on the phone. Mr. Mullins thanked the commissioners for the opportunity to be the city manager.

Commissioner Nugent said Colley Road needs mowed around the park.

Commissioner Waters said the splash park needs the lock removed in the morning and needs a latch on the gate post. He said there needs to be railing for the picnic tables so kids do not fall.

Commissioner Waters said Carrie Johnson would like to serve on the Planning & Zoning Board.

Commissioner Mortimer said they agreed on the clerk's salary increase to \$69,000 but it needs to be codified. Attorney Martin said he will amend the ordinance.

Mayor Smith asked about Orange Street. Mr. Anaheim said it is moving forward. He said they found another sewer line.

Mayor Smith entertained a motion to adjourn. Commissioner Waters made a motion to adjourn. There being no further business the meeting was adjourned at 7:25 pm.