

Commission Meeting Minutes  
April 16, 2024  
5:30 pm

Mayor Roberts said before we begin the official meeting of the City of Starke Commission there'll be a time of voluntary prayer and the Pledge of Allegiance. Those willing to do so are asked to stand and Commissioner Nugent will lead us in prayer and the pledge.

Mayor Roberts called the meeting to order at 5:34 pm.

This was the first regular meeting of the month. Members in attendance included Mayor Scott Roberts, Commissioner Janice D. Mortimer, Commissioner Danny Nugent and Commissioner Shannon Smith. Also present were Executive Assistant Cathy Bradley, Zoning & Planning Office Manager Lance Campbell, Deputy Clerk Lisa Heeder, Captain Kevin Mueller, City Manager Drew Mullins, Building and Zoning Official Kevin Powell, Sheriff Gordon Smith and Attorney Scott Walker. Commissioner Andy Redding was absent.

Mayor Roberts asked if there are any additions or deletions to the agenda. Mr. Mullins asked to remove item 4.D. Mayor Roberts entertained a motion to approve the agenda with the change. Commissioner Smith made a motion to approve the agenda with change. It was seconded by Commissioner Nugent. The motion passed 4-0. Mayor Roberts said for the record Commissioner Andy Redding is out this evening. I think he had a prior commitment but he did come by earlier and sign off on approval of the bills.

Mayor Roberts called for the consent agenda. I would entertain a motion to approve the consent agenda. Commissioner Mortimer made a motion to approve the consent agenda. It was seconded by Commissioner Smith. Commissioner Mortimer asked Mr. Mullins if the surplus vehicles are all police vehicles. Mr. Mullins said no ma'am they are utility and police vehicles. Mayor Roberts asked Mr. Mullins if the vehicles will be auctioned. Mr. Mullins said yes. Commissioner Mortimer asked what's the website. Mr. Mullins said GovDeals.com. Sheriff Smith said it does real well. Commissioner Mortimer said I want it in the record I love Gordon Smith. Thank you. Mayor Roberts called for a vote. The motion passed 4-0.

Mayor Roberts called for old business. There was none.

Mayor Roberts called for emergency items. There were none.

Mayor Roberts said you need to turn in a paper if you want to speak. 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 time for personal accusation 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 three minutes. Your participation is welcome. There was no citizen's participation.

Mayor Roberts said we need a document for the ordinance so we are going to skip it and come back to it. He called for the City Manager's Report. Mr. Mullins said the only thing

that I have tonight is of course the law enforcement report and then Mr. Justin deMello is going to provide a quick update on all of the different projects. A quarterly report.

Sheriff Smith said I did get with Drew in reference to printers for code enforcement. He said under the overpass we've had quite a few homeless people. They have an encampment underneath the Call Street bridge. We're keeping a patrol on that but it's the trash they leave. It's the beer cans and the cigarettes butts. The sod that was placed under there looks like cattle have been through there but with the increased patrol there is less of that. We're going to keep an eye on it. We're doing a soft opening with the sheriff's app. Find Bradford County Sheriff's Office and download the app. It will give you updates, emergency alerts, you can check jail inmates, emergency management and boil water alerts. We'll be releasing it in the next two weeks. We have a campaign getting the word out to our citizens to sign up. It will send alerts for an escaped inmate, a broken gas line, a serious wreck or road blockage. Those notifications will push through your phone no matter where you're at. I think you'll find it pretty user-friendly. Commissioner Mortimer said it is very user-friendly. I downloaded it yesterday. Sheriff Smith suggested downloading it and see if there are any improvements we can make. He asked if there are any questions. Commissioner Mortimer asked if there is an ordinance to address those people that are homeless. Sheriff Smith said there is a new state law June 1<sup>st</sup> that people will not be allowed to sleep on public property, sidewalks, those kind of things.

Mayor Roberts thanked Sheriff Smith and asked Mr. deMello to come up. Mr. deMello said good evening. I want to give a quick update on all things water, sewer and stormwater. The wastewater treatment plant is about 60% complete. From an operations standpoint, Chris Russell, your PM on staff, has been doing a tremendous job keeping up with the plant as well as keeping up with the construction. We've successfully funded the last piece through another \$2,000,000 grant so we're hoping to kick off the Call Street lift station component. We had to break it into three phases based on the funding availability. Hopefully we'll be ready for construction probably the fall of this year. On the drinking water side we're excited to help you guys move utilities out to the bypass as well as upgrade your two water plants. So, we just got the approval from DEP that all of your facility planning that you did around upgrading the two water plants, wells, storage as well as getting utilities out to the bypass has been accepted by DEP. In the next phase they'll be designing those upgrades to water systems, water treatment plants, the new water tower as well as getting water utilities out to the bypass. You'll hear more in the next month or two. I'll be happy to answer any questions. Commissioner Mortimer asked what is the original completion date for the treatment plan. Mr. deMello said before December of 2024. Commissioner Mortimer said did I hear you say that we may go past that. Mr. deMello said some electrical switch gear equipment has a long lead time. Some of it had a 52-week lead time on that and the generator so the beginning of next year. Commissioner Mortimer asked are there any penalties for going past. Mr. deMello said no the contractor understands that's the world today. Commissioner Nugent said this has nothing to do with that but are there any grants to fix Walnut and Cherry Streets. I know the lines are really old over there so it'd be nice to fix the pipe under there but also put the brick back. Mr. deMello said I would encourage you to look into more infrastructure money. Our team was here today working on developing a new five-year CIP for you that's going to take you through the next five years in terms of water, wastewater and storm water. They'll take that five-year capital improvement plan and our funding team will marry it up with what they call a Fiscal Solutions Plan but the first step is to get the problems on paper, then we'll work on funding. Commissioner Mortimer asked in that Capital Improvement Plan are we going to make sure that septic to sewer

is involved. Mr. deMello said we're going to build that into the sewer system. The septic to sewer is a great avenue towards getting grant funding. So, we absolutely want to leverage that. Commissioner Mortimer said I know there's millions maybe billions of dollars out there through the National League of Cities that Tami is familiar with. So hopefully we can get some of those billions of dollars to help with our infrastructure. Mayor Roberts asked about a timeframe. Mr. deMello said you're probably talking years from start to finish. The first phase is obviously planning. Identifying the areas we want to connect. Septic to sewer involves both city leadership and the public. Mayor Roberts asked for any other questions. There were none. Mr. deMello said I think we've committed to getting up here quarterly at least in this kind of same informal format to let you know what's gone on for last quarter and what's planned for the next quarter. Mayor Roberts thanked Mr. deMello.

Mayor Roberts called for Ordinance Number 2024-08. Attorney Walker said this is an ordinance of the City of Starke, Florida, amending the City of Starke Land Development Code, as amended, pursuant to an application, LDC 24-01, by the City Commission, relating to an amendment to the text of the Land Development Code, providing for amending Section 4-106.L.1 entitled Development Standards for Planned Unit Developments by changing the minimum size parcel for Planned Unit Developments from ten acres to five acres inclusive of all existing public streets; providing severability, repealing all ordinances and conflict; and providing an effective date. The appropriate motion if passed is to approve Ordinance Number 2024-08 upon second reading by title only. Mayor Roberts entertained a motion to approve the second reading of Ordinance Number 2024-08. Commissioner Mortimer made a motion that Ordinance Number 2024-08 be approved on second reading. It was seconded by Commissioner Nugent. The motion passed 4-0.

Mayor Roberts called for the Attorney Report. Attorney Walker had nothing further.

Mayor Roberts called for the Commissioner Reports. Commissioner Nugent said the Florida League of Cities is in Keystone on Thursday at 6:00. Commissioner Mortimer asked if there are plans for another training on Form 6. Is there somebody I can call or email that can talk me through it. Commissioner Nugent said he will ask Betsy. Commissioner Mortimer said I'm asking because I received an email that told me that I needed to go ahead and register and I could go ahead and submit my form prior to July 1<sup>st</sup> but then I went ahead and registered and got my account set up but then when I started reading it I'm like you better stop and get some definitive direction from somebody that is a subject matter expert. Commissioner Smith said I thought there was a company that was going to do it. Commissioner Nugent said he'll have Betsy call Commissioner Mortimer. Commissioner Mortimer said I'll send Betsy an email. Commissioner Nugent said it might be good to have her come for a workshop for our city and the county could come if they needed to.

Mayor Roberts said alright, Commissioner Smith. Commissioner Smith said we have a bingo night at the Downtown Grill this coming Monday for CIS. If anybody would like to come down and play a little bingo and have some dinner. We start around 6:00.

Mayor Roberts called for Commissioner Mortimer. Commissioner Mortimer said the Concerned Citizens is planning a May Day celebration on May 4<sup>th</sup>, out at RJE. They secured a \$50,000 grant through the Health Department for some much needed playground equipment. It's going to be the groundbreaking for that day. It starts at 1:00 and Mr. Mayor, they're asking you as the mayor to be a part of that service as well as any

Page 3 of 4

other commissioner and or city employee. They are going to partner with the Department of Health and have a health fair. They're going to have lots of vendors from the resource hub that will be sharing information. As far as the resource hub they're still operating on the first and the third Thursday of every month from 10:00 to 2:00 at RJE. And it is really remarkable the number of partners that have committed to supporting the hub. Lawtey is going to have a hub as well as Hampton. Elderly Services is going to be there and they have a funding source that they can help elderly purchase whatever things that they need in their home. So please share that with your constituents, with your family, with your neighbor, with whoever, because it's an opportunity for our citizens to benefit.

Mayor Roberts said I was contacted by Harry Hatcher and I know that he was going to contact commissioners to do a formal invite. It's my understanding, it's not open to the public but it is open to all the elected officials and city officials and the ministers in the county for a National Prayer Day breakfast May 2<sup>nd</sup> at 8:00 am.

Mayor Roberts entertained a motion to adjourn. Commissioner Smith made a motion to adjourn. It was seconded by Commissioner Mortimer. The meeting was adjourned at 6:03 pm.