Regular Meeting of City Commission Minutes
Tuesday, November 18, 2025 at 5:30 PM

Mayor Redding called the meeting to order at 5:30 PM.

Commissioner Nugent opened the meeting with a time of Voluntary Prayer and the Pledge of Allegiance.

Mayor Redding asked for Roll Call. Commissioner Dimple Overstreet was present, Commissioner Bob Milner was present, Commissioner Danny Nugent was present, Mayor Andy Redding was present, and Commissioner Janice D. Mortimer was absent. City Manager Drew Mullins was present, City Attorney Leonard Ireland was present, and City Clerk Chrissy Allen-Thompson was present. Also in attendance were Executive Assistant Cathy Bradley, Building & Zoning Office Manager Lance Campbell, Executive Assistant Lisa Heeder, Code Enforcement Officer Nick Krahl, Grants Coordinator Becky May, Captain Kevin Mueller, and Assistant City Manager-Utilities David Sparks.

Mayor Redding asked for any agenda changes. There were none. He entertained a motion to approve the agenda. Commissioner Milner made a motion. Commissioner Nugent seconded the motion. Motion passed 4-0.

Mayor Redding entertained a motion to approve the [VI.]Consent Agenda. The Consent Agenda consisted of: [VI.a.]Minutes of the November 4, 2025 Commission Meeting, [VI.b.]Resolution Number 2026-06: Establishing an Updated Policy and Procedure for Making Contributions to Nonprofit Organizations Within the Corporate Limits of the City of Starke, [VI.c.]Resolution Number 2026-12: Approving the Removal of a Portion of the City's Employee Handbook, [VI.d.]Resolution Number 2026-13: Establishing a Charter Review Committee; Appointing Members to the Charter Review Ad Hoc Committee, Consisting of Ten Persons, for the Purpose of Reviewing and Making Recommendations to the Mayor and Commissioners Regarding the Existing Charter of the City of Starke, Florida, [VI.e.]Bucket Truck Purchase, [VI.f.]Cancel December 2nd Commission Meeting, [VI.g.]New Year's Eve at the Square Event – Co-sponsor, and [VI.h.]Commissioner Bill Review. Commissioner Milner reported he reviewed the bills in the absence of Commissioner Mortimer. He made a motion to approve the Consent Agenda. Commissioner Nugent seconded the motion. Motion passed 4-0.

There were no [VII.]Emergency Items.

There were no [VII.]Citizens Requests.

There was one item to discuss for [IX.]New Business: [IX.a.]Christmas Holidays. City Clerk Allen-Thompson reported the Annual Christmas Lunch will be December 23rd and asked the Commissioners to allow staff to leave after that. She then asked them to grant one more day off on December 26th since staff will already be off on the 24th and 25th. Commissioner Overstreet reported that she is in favor of the plan. Commissioner Milner reported he is in favor of the plan. Commissioner Nugent reported he is in favor of the plan but asked if the finances are okay on the leave days. City Manager Mullins and City Clerk Allen-Thompson agreed they are good. Mayor Redding asked about the following week for New Year's and how it was handled last year. City Manager Mullins advised an additional day was not requested last year for the following week because of how the days fell. This year New Year's falls on Thursday and Friday is the 2nd. Commissioner Nugent asked if there will be staff coverage for the extra day. City Manager Mullins and City Clerk Allen-Thompson agreed there would be and no cutoffs will be made on those days. Based upon the recommendation of City Clerk Allen-Thompson and City Manager Mullins Commissioner Milner made a motion to relieve employees of their duties after the Christmas Employee Appreciation Luncheon on the 23rd and not report back until Monday, December 29th. Commissioner Overstreet seconded the motion. Motion passed 4-0.

There was one item to discuss for X.Old Business: X.a.Charter Review. City Clerk Allen-Thompson reported that the first meeting will be held December 16th at 4:30 PM. Mayor Redding asked if counsel will be here. City Clerk Allen-Thompson reported they will. She also advised the members will have copies of the Charter, as well as three samples for templates. Mayor Redding asked if all the committee members are still on board. City Clerk Allen-Thompson reported they are. Commissioner Milner asked if the meeting was publicized. City Clerk Allen-Thompson reported it was and anyone is welcome to attend. City Manager Mullins reported he and City Clerk Allen-Thompson will be heavily involved in the entire process.

There were no XI.Public Hearings.

There were no XII.Quasi-Judicial Hearings.

Mayor Redding called for the XIII.a.City Manager Report. City Manager Mullins asked Chris Brimo with Infrastructure Consulting and Engineering (ICE) to present the XIII.a.i.Impact Fee Update. Mr. Brimo introduced his colleague Michael Scofield, the technical person behind the report. Mr. Brimo stated that Impact Fees deal with road improvements, Fire Rescue, parks, public buildings, water and wastewater. The Public Safety (Police) Impact Fees were removed from this because that is now being done by the County. What is new in these that the City didn't have before is water and wastewater. What the City did have previously were minimal connection fees. Road improvement costs were calculated at cost per mile of roadway capacity and vehicle miles traveled by land use. Fire Rescue, parks, and public buildings were cost per functional population, which is the resident population plus the transient population as well as land use. Water and Wastewater was the cost of additional capacity and the estimated future Equivalent Residential Units. The ERCs are defined in the code. There are two examples for commercial: a fast-food restaurant and a grocery store. The City of Starke has a moratorium that has been in place since 2016, but the costs have gone up. The cost of materials has gone up. Costs of improvements have gone up considerably over the years. This has been seen in the construction industry, especially in roadways and in water sewer development. For a single-family residential road improvement costs are $5,994, Fire Rescue costs are $300, parks costs are $1,029, public buildings costs are $335, and new components of water and wastewater costs are $6,579 for a total under the new proposed maximum fee of $14,237. Under the existing 2016 moratorium calculations the road, Fire Rescue , parks and public buildings are $5,989, the water and wastewater is $215 for connection fees (not an actual impact fee) for a total of $6,204.Similarly, multi-family residential road improvements, Fire Rescue, parks and public buildings per unit are $5,597 under the proposed fee, water and wastewater are $6,579 for a total of $12,176. Under your existing fee the total is $4,910: $4,695 for road improvements, Fire Rescue, parks and public buildings and a connection fee of $215 for water and wastewater. Commissioner Milner clarified that it's per unit. So, if someone were building a 50-unit apartment complex it would be 50 times that amount. Mr. Brimo confirmed, and Mr. Scofield elaborated by saying it was based on the number of ERCs. He continued by saying if you have a townhome with a meter for every unit that can have a single ERC for each dwelling unit, but if you have an apartment complex on a single meter the ERCs would be based on water consumption. Commissioner Milner inquired that if they were on a master meter that would be a different charge than an individual. Mr. Brimo said when development comes in, they would have to provide an impact statement with the water and wastewater consumption and the ERCs for the master unit. Commissioner Nugent said that when the City did impact fees before, the City only charged 25% of what could have been charged. If someone wanted to annex into the City, they would only be charged a connection fee. Commissioner Milner stated this was only for new buildings/developments. Mr. Brimo said the next one is a fast-food restaurant. They picked four examples for the presentation. The fast-food restaurant road improvement, Fire Rescue, parks and public buildings. There are no park fees for commercial buildings, but road improvement is $11,868, Fire Rescue is $1,285, and public buildings $1,431; and that is a base fee. The average fast-food restaurant is about 3,000 square feet. That base fee is $14,584 per 1,000 square feet, and is the same basic calculation that was in your original code. For a 3,000 square foot fast-food restaurant, the total base fee would be $43,752; and the water and wastewater would be $6,579 per ERC and a 3,000 square foot fast-food restaurant is estimated to be an average of five ERCs or $32,895. The total for a fast-food restaurant would be $76,647. Under your existing impact fee, the total would be $29,718. The last example is a grocery store with road improvement costs of $6,884, Fire Rescue $420, zero for parks, and public buildings $467 for a total of $7,771. The average grocery store is between 30,000 and 40,000 square feet. A 30,000 square foot grocery store would be $233,130. With water and wastewater at $6,579 per ERC and a 30,000 square foot grocery store averages seven ERCs. So, that would be an additional $46,053 for a total of $279,183. Under your existing code, it would be $171,345. The summary sheet of the four examples provided at this time show the 2016 and 2025 comparisons. The shaded green indicates connection fees, not actual impact fees. For the fast-food and the grocery store, the per 1,000 square foot calculation is in orange. The blue line is a 3,000 square foot fast-food restaurant. The Commission does not have to adopt those fees, but can accept the report that is presented as what the maximum is. The Florida Statute says that you can only incrementally increase by 25% up to 50%. Anything more than 50% one would have to show extraordinary reasons for the need go over 50%. The Commission can do that because the report shows that the City has a 10-year gap between the moratorium collections, price increases have occurred over the years, the cost of road improvements, and the cost of water and sewer development has increased dramatically. Mr. Brimo recommended when doing the adoption ordinance to state specifically the reasons why the Commission chose not to accept the full amount, if that is the decision, because the City is looking to stimulate the economy, increase economic development, stimulate growth, and encourage development. Mayor Redding asked for questions. Commissioner Nugent said he is not thrilled with the numbers since they are already increasing water rates and other things, but he will look at the report more closely. Commissioner Overstreet said she hates to do the 25%, but the Commission does need to do something. So, she proposes some type of increase. Commissioner Milner said he has been a proponent of impact fees for 35 years. He's had occasion due to his jobs to do extensive travel throughout the 67 counties of Florida over the last 30 years, some of which have had explosive growth. He encourages the citizens and public to look over the information being discussed by the Commission, and reminded them that it is open records. He reiterated that no one currently living here or owning a business in the City will pay these fees unless they build a new building or addition. The City already charges water and wastewater fees, as well as electric, that go up incrementally each year by ordinance. He agrees with Commissioner Overstreet that the Commission has got to implement fees. They need to decide, based upon the totality of the information presented in a statutorily reliable way and based upon the advice from counsel, what the amounts are going to be. He is in favor of impact fees as they are fair to municipalities and counties. He furthered by stating that as the City grows the local, existing citizens should not have to absorb the fees that it will take for the growth. Mayor Redding said that he concurs with Commissioner Milner, that this is an impact fee and is for the impact that comes to the systems as the City grows. He stated that if the Commission does not implement impact fees, then what the City is doing is taxing the current residents, causing them to have to absorb the impact to offset that. In the 10 years that the City hasn't charged impact fees, it has not spurred growth as not having impact fees can also work against the City's growth. He's done some studies with the adjacent counties, and this is right on with what everybody else is charging. He proposed that the Commission accept the report as it stands and go with the 2016 rates plus 25%. He entertained a motion. Commissioner Nugent asked if it was for discussion only tonight. City Manager Mullins said he would like to bring this back at the December 16 meeting because the City will need an ordinance to implement this program. Commissioner Milner made a motion to accept the report from Infrastructure Consulting and Engineering regarding the City of Starke Impact Fee Study. Commissioner Overstreet seconded the motion. Mayor Redding asked for further discussion. Commissioner Nugent said he wants to look at the numbers. Commissioner Milner thanked Mr. Brimo and Mr. Scofield for the thorough report. City Manager Mullins said the sad reality is that he could spend $100,000,000 and barely touch the systems. Mayor Redding called for public comment. Mr. Brimo emphasized that there is a 90-day notice requirement. Whenever the City decides implement this, there is a 90-day period after noticing before the City can start collecting any impact fees. Alvin Hunter came forward and asked why law enforcement wasn't included since it's in the City budget. Mr. Brimo said that's correct, Bradford County Sheriff's Office already collects their own impact fees in accordance with the agreement they have with the City. Mr. Hunter stated that he agrees with impact fees because it isn't fair for him, the citizen, to pay for the work for someone to come into the City to make money. Mayor Redding called for a vote. Commissioner Nugent said he is not opposed as long as it is for discussion and acceptance of the report only. Motion passed 4-0. Mayor Redding called for the [XIII.a.ii.]FMEA Electric Bill Comparison. City Manager Mullins said this is for all the localities in the State that have municipal power or IOUs, and Starke is the fourth lowest for the month of September for the electric portion of the bill. Mayor Redding pointed out that for the year comparison, Starke is still in the lower third. Mayor Redding thanked City Manager Mullins for his continued involvement on the FMPA Board.

Mayor Redding called for the [XIII.b.]City Clerk Report. City Clerk Allen-Thompson reported that the RJE Luncheon is Friday. The ARC Fundraiser is December 2nd. Mayor Redding asked where it is being held. City Clerk Allen-Thompson said the Woman's Club. She reminded the Commissioners that the deadline to RSVP for the Ethics Training to be held on December 18th is on December 1st. Commissioner Overstreet and Mayor Redding confirmed they will be attending. ~~Commissioners Milner and Nugent stated they will be in Tallahassee.~~ Commissioners Milner and Nugent will not be at the Ethics Training on December 18, 2025. *(This was voted to be changed* *during the December 16, 2025 Meeting. This was a sidebar conversation unrelated to the topic of discussion.)*

Mayor Redding called for [XIII.c.]Public Safety. Captain Mueller said he is here at the Commission's pleasure to answer any questions or concerns that they may have. A gentleman raised concerns about animals in Saratoga Heights at the last meeting. Animal Control took that very seriously and would like to report that the homeowner has since replaced a window in the house to prevent canines from getting out and also replaced the fence. Animal Control is continuing to monitor that situation, the homeowner has also been told about the penalties should these canines get out again. Mayor Redding thanked Captain Mueller for their vigilance and proactiveness.

Mayor Redding called for the [XIII.d.]Attorney Report. Attorney Ireland said the Ethics Training is December 18th.

[XIV.a.]Commissioner Overstreet thanked everyone for being patient with her regarding her time.

[XIV.b.]Commissioner Milner said the Holiday Meal and Employee Appreciation today was excellent.

[XIV.c.]Commissioner Nugent said he would love to have been at the lunch, but he had doctors' appointments. He advised the Florida League of Cities will be in Orlando on December 4th and 5th. He thanked Captain Mueller for looking into the matter, and he will get with him on some other stuff. Commissioner Nugent said the Zoning Department is doing a good job and the impact fees will help them out, but reiterated that he wants to look at the numbers to make sure they are correct and fair.

[XIV.d.]Vice Mayor Mortimer was not present to give a report.

[XIV.e.]Mayor Redding said over the weekend the City had a Rotary Pickleball Tournament with a good turnout. City Clerk Allen-Thompson said they raised about $750 for Holidays for Heroes. Mayor Redding said Kiwanis held their Rib Sale. He thanked everyone for their participation. December 13th is the Christmas Parade at 6:00 PM. There will be no throwing of candy. The first meeting in December is cancelled. The next meeting will be December 16th.

Mayor Redding entertained a motion to adjourn. Commissioner Milner made a motion. Mayor Redding adjourned the meeting at 6:16 PM.