23718 W US HWY 27
High Springs, Florida 32643

Telephone: (386) 454-1416
Facsimile: (386) 454-2126
Web: www.highsprings.us

CITY COMMISSION MEETING
AGENDA
City Hall
23718 WEST US HWY 27

MAY 26, 2016 **6:30 PM**

CALL TO ORDER:	MAYOR BYRAN D. WILLIAMS
INVOCATION:	PASTOR TIM SPIVY HIGH SPRINGS CHURCH OF CHRIST
PLEDGE OF ALLEGIANCE:	MAYOR BYRAN D. WILLIAMS
ROLL CALL:	ANGELA STONE, ASSISTANT CITY CLERK
APPROVAL OF AGENDA	
APPROVAL OF MINUTES:	MAY 5, 2016 SPECIAL COMMISSION MEETING MAY 12, 2016 COMMISSION MEETING

UNFINISHED BUSINESS - NONE

CITIZEN REQUESTS AND COMMENTS – FOR ISSUES NOT ON AGENDA (PLEASE STATE NAME FOR THE RECORD – **LIMIT COMMENTS TO 5 MINUTES)**

NEW BUSINESS

1. **CONSIDER SETTLEMENT OF CASE NUMBER 1:15-CV-00177-MW-GRJ, HOLLEY V. CITY OF HIGH SPRINGS.**

2. **CONSIDER APPROVAL OF DEED AND EASEMENT FOR DANIEL COYLE.**

3. **CONSIDER APPROVAL OF NEW ADMINISTRATIVE POSITION FOR PDC/FIRE DEPARTMENT.**

4. **CONSIDER RESOLUTION 2016-G,** A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA, DETERMINING AND DECLARING CERTAIN COMMUNICATION EQUIPMENT AS SURPLUS PROPERTY; AND AUTHORIZING THE CITY MANAGER TO DISPOSE OF SAID PROPERTY; REPEALING ALL RESOLUTIONS IN CONFLICT, AND ESTABLISHING AN EFFECTIVE DATE.

5. UPDATE ON PROCESS FOR DONATING CITY OWNED LOT TO HABITAT FOR HUMANITY.

CITY ATTORNEY REPORT/UPDATE

CITY MANAGER REPORT/UPDATE

COMMENTS AND CONCERNS:

1. COMMISSIONERS
2. MAYOR

MOTION TO ADJOURN

PLEASE NOTE: PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED DURING THIS MEETING, HE OR SHE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, A PERSON WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS TO PARTICIPATE IN CITY COMMISSION MEETINGS, SHOULD CONTACT THE OFFICE OF THE CITY CLERK, 110 N.W. 1ST AVENUE, HIGH SPRINGS, FLORIDA 32643, TELEPHONE (386)454-1416.

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High Springs, Florida 32643

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SPECIAL CITY COMMISSION MEETING
MINUTES
MAY 5, 2016

Mayor Williams called the meeting to order at 6:32 p.m.

Invocation by Vice Mayor Gloria James.

Pledge of Allegiance.

Roll Call:
Mayor Byran Williams – Present
Vice Mayor Gloria James – Present
Commissioner Jason Evans – Present
Commissioner Scott Jamison –Present
Commissioner Sue Weller –Absent

Staff Present:
Jenny L. Parham, City Clerk
Angela Stone, Assistant City Clerk
Courtney Johnson, Assistant City Attorney

APPROVAL OF AGENDA:

Motion Commissioner Evans to approve the agenda as presented.
Second Vice Mayor James.
Motion carried 4-0.

BUSINESS ITEM

UPDATE ON JAMES HOLLEY V. CITY OF HIGH SPRINGS, CASE NO: 1:15-CV-00177 MW-GRJ.

Attorney Johnson advised that the City is being represented by Attorney Leonard Dietzen in this case. She advised that Attorney Dietzen would like direction in this case. She stated that he would like to hold a closed session on the item and is asking for this to be Thursday May 12th, 2016. This closed session is limited on who may attend and will be closed to the public; but there will be a court reporter present and at the close of litigation that document will become public record.

Motion Commission Jamison to hold a Shade Meeting on May 12, 2016 at 5:30 p.m.
Second Commissioner Evans.
Motion carried 4-0.

Motion Commissioner Jamison to adjourn.
Second Vice Mayor James.
Mayor Williams adjourned the meeting at 6:37 p.m.

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CITY COMMISSION MEETING
MINUTES
MAY 12, 2016

Mayor Williams called the meeting to order at 6:32 p.m.

Invocation by Pastor Terry Hull, High Springs Church of Christ

Pledge of Allegiance.

Roll Call:	Mayor Byran Williams – Present Vice Mayor Gloria James – Absent Commissioner Jason Evans – Present Commissioner Scott Jamison –Present Commissioner Sue Weller – Present
Staff Present:	Ed Booth, City Manager Jenny L. Parham, City Clerk Angela Stone, Assistant City Clerk Scott Walker, City Attorney Courtney Johnson, Assistant City Attorney Joel Decoursey, Police Chief Jennifer Stull, Finance Director Amanda Rodriguez, CRA Executive Director

APPROVAL OF AGENDA:

Motion Commissioner Evans to approve the agenda with the addition of two items of CRA Extension Update and Approval of Motorola Buyout.
Second Commissioner Weller.
Motion carried 4-0.

APPROVAL OF MINUTES:

Motion Commissioner Weller to approve the minutes of April 28, 2016 Commission Meeting.
Second Commissioner Evans.

Motion carried 4-0.

UNFINISHED BUSINESS

CONSIDER ORDINANCE 2016-06, AN ORDINANCE AMENDING THE ADOPTED 2015/2016 FISCAL YEAR BUDGET OF THE CITY OF HIGH SPRINGS; PROVIDING AN EFFECTIVE DATE.

Attorney Walker read Ordinance 2016-06 by title only.

Mayor Williams Opens Public Hearing for Public Input; with no one coming forward Mayor Williams Closed Public Hearing.

Mr. Booth gave an overview of the changes.

Commissioner Weller asked if there are changes to the bottom line. Finance Director Stull explained that there would be $20,764.00 more in General Fund Contingency.

Commissioner Weller asked that in the next budget for next Fiscal Year that we budget the deductible for our Liability Insurance, at least an estimate.

Motion Commissioner Weller to approve Ordinance 2016-06 as read by title only on Second Reading.
Second Commissioner Jamison.

Roll call:

Commissioner Evans-yes
Commissioner Jamison-yes
Commissioner Weller-yes
Mayor Williams-yes

Motion carried 4-0.

CITIZEN REQUESTS AND COMMENTS – *FOR ISSUES NOT ON AGENDA (PLEASE STATE NAME FOR THE RECORD – LIMIT COMMENTS TO 5 MINUTES)*

No one came forward.

NEW BUSINESS

CONSIDER DESIGNATING CITY OWNED PROPERTY, TAX PARCEL 00826-000-000, AS A PARCEL FOR ALACHUA COUNTY HABITAT FOR HUMANITY.

Mr. Booth stated that there was a lot owned by the City that did not sell, and Habitat for Humanity would like for that property to be designated to them.

Scott Windslor, Alachua County Habitat for Humanity, gave an overview of what Habitat for Humanity does. He states that they are asking that this surplus property be designated to the Alachua Habitat for Humanity for the Tanya Scott family. He stated that they would like to start this project in the Fall. He spoke of another project they are working on in our community for Otis Mazon.

Commissioner Weller asked the process to designate this property to Alachua County Habitat for Humanity. Attorney Walker stated that this will have a process and will come back before the Commission. He stated that they will have to come up with a plan on this.

Consensus to have staff look into the process and bring back to the Commission.

DISCUSSION AND CONSIDERATION OF PROPOSED WASTEWATER AGREEMENT WITH FLORIDA CONFERENCE ASSOCIATION OF SEVENTH-DAY ADVENTISTS (CAMP KULAQUA).

Mr. Booth advised SRWMD granted a ½ million dollar grant to connect Camp Kulaqua to our wastewater system.

Commissioner Weller stated the grant does not allow for us to collect the impact fees and put in the Impact Fee Account. Mr. Booth stated that once they connect they will decommission their plant. Commissioner Weller speaks of her concern with the impact fees being paid.

Mr. Booth advised that his feeling is that it puts a burden on the citizens, by Camp Kulaqua not paying the impact fee.

Commissioner Evans stated we use the impact fees to properly maintain our plant and keep it operational. He states it sounds like they are not concerned about connecting.

Commissioner Jamison stated we just raised the sewer fee and to give this away does not make sense. He states this is an equity issue.

DISCUSS AND CONSIDER DIRECTION TO STAFF REGARDING HIGH SPRINGS INDUSTRIAL PARK DEVELOPER'S AGREEMENT.

Attorney Walker gave an overview of the Developer's Agreement. He states that the Developer has had communication with the City Manager's Office. He states that the Developer feels that his agreement is coming to the end and has not received the proper credits. He gives an explanation of the capacity of the sewer system.

Attorney Johnson stated that the original request from Mr. Johnson, Developer of the Industrial Park, was for $53,969.95 in reimbursement. She stated that Mr. Johnson is willing to work with the City on another solution. She stated that the developer received four payments in the amount of $17,910.00.

Robert Johnson, Developer of the Industrial Park, stated this is a one-page agreement. He stated the City wanted him to put in the sewer line. He stated that it was not put in just for the Industrial Park. He added that it was engineered for any development that would connect to the line.

Commissioner Weller asked if there are only 18 sites in the Industrial Park, what other development did they expect for him to recover the funds. Mr. Johnson gave an overview of where the line originated from. He stated that only 300 ft. of the line actually goes in front of the Industrial Park. He stated that he did what the City asked of him and spent the money, and all he is asking is that the city extend the agreement so he can recoup some of the money he has spent.

Attorney Walker stated that he did do what he was asked. He states that he feels the commission's issue is that the agreement had a sunset date and it has reached that date. He added that unfortunately there was a recession and Mr. Johnson did not receive the benefit of recouping the cost.

Mr. Johnson asked again that the agreement be extended, and hopefully he can recoup some of the money. Mr. Booth stated that we did give the other Developers' Agreements a 5-year extension. He added that if they chose to extend this agreement staff would request it be extended to the same date as the other agreements of December 8, 2020.

Discussion on the agreement.

Commissioner Evans stated he is not favor of extending, as we will set a precedent.

Mayor Williams asked if there are any other such agreements. Attorney Walker stated not that he is aware of.

Mayor Williams asked if it would cost the city money to extend this agreement. Attorney Walker stated that where it would cost the city, is the connection fees. He stated that we cannot predict what will happen, but if every thing keeps growing, perhaps he could receive some reimbursement. He added that then the city would not receive those connection fees. Mr. Johnson stated that there would be added growth and development.

Commissioner Jamison asked the current impact fee. Mr. Booth stated $2,100.00 for sewer and $250.00 for water. He states that the agreement is awful, the way it is written. He states that he does not know the City's obligation. He states that he thinks that we should give it an honest shot. He states we need to look at this and bring back an agreement to the commission so that we have something to look at, before we turn it down.

Commissioner Weller stated she would be in favor of having something come back to look at, but at this time she is leaning the other way. Mr. Johnson asked for the extension agreements from the other two developers.

Attorney Walker stated that staff will get a draft together and send to Mr. Johnson for approval. Once there is an agreement, it will come back to the commission. He adds that there is no guarantee that it will be approved by the commission.

Commissioner Weller requested the minutes for the meetings that the original Developer's Agreement was discussed.

DISCUSS AND CONSIDER DEED REQUEST FROM DANIEL COYLE.

Mr. Booth stated that in 1950 a 25-year variance was granted to this property; this variance went out in 1975.

Daniel Coyle stated that the porch and drive way extend 6 ft. out from the foundation.

Mr. Booth stated that in September 2014 they were given a variance to correct the existing porch. He states that there is a water line that runs under the porch. Mr. Booth stated we will have the water department locate the line. He stated he does not want to give away the easement to the water line, as in the future we may have an issue with the line. He states that it could cost $4,000.00 to $5,000.00 to reroute the line.

Mr. Booth states that half of the house is on City property.

Attorney Walker stated the problem with a variance is they cannot get Title Insurance. He states that the structure runs over on two sides of the property line. He states there is a few ways to remedy this. One way is to deed the property to the land owner, and maintain an easement over, under, and beneath the property. He states that he has also seen it where if the City has to repair the water line, for some reason, that the property owner would be responsible for the repair of the porch. He states that this would be recorded right along with the deed. He states you can charge for the cost of the land. He states the costs associated with a situation such as this would be on the property owner, typically.

Mr. Booth stated the 25-year variance that was given, will also need to be updated. Attorney Walker stated that the variance has to do the set back and a variance would not cure the issue.

Commissioner Weller states that she feels that relocating the line is the better option, as a buyer may not be accepting of this.

Attorney Walker stated even if we move the water line he still has the issue of the building being built on property he does not own. He states he needs a variance, his building is built over the property line, and there is a water line under his porch.

Commissioner Evans asked what the property owner would prefer? Mr. Coyle stated that he would prefer not to pay the cost to relocate the line.

Attorney Walker stated staff will locate the line, but that they will need to be bring this back to the commission on the 26th of May. The Commission would like to look at it as a whole.

Commissioner Evans stated that the land is not an issue, but the utility lines and being clear on the location of the line.

CRA EXTENSION UPDATE

CRA Director Rodriguez gave an update on the CRA Extension. She stated that she will be presenting to the County on May 24, 2016. She stated that we have provided the County our audits. She stated that the County has found that the city did not pay their portion of the TIF for Fiscal Years 2002/2003, 2003/2004, and 2004/2005. She stated upon looking through the minutes it appears it was just an oversight. She stated that she will advise the County that we are adding an amendment to help control this so this does not happen again. She states that we will be providing amendments as they requested during the joint meeting.

APPROVAL OF MOTOROLA BUYOUT

Mrs. Stull advised that she and Attorney Johnson have been working with Motorola. They have agreed to $25,000.00 for the purchase of the radios. She states we have used the radios at no cost for two years and they would like $5,000.00 for that usage. Attorney Johnson stated they also wanted to see if there is any willingness of the city to purchase the rest of the dispatch equipment at a price of $5,000.00.

Mrs. Stull advised that Lt. Sheppard advised that there is nothing that we can use the remainder of the equipment for.

Attorney Johnson advised that a similar used radio would cost about $2,000.00 per radio if we were to purchase them. Mrs. Stull advised that our radios have a lot of bells and whistles. She added that to buy today would cost $8,000.00 per radio.

Attorney Walker stated his recommendation is that we will pay the original $5,000.00 for the lease of the radios, but we will not pay the additional amount for the extra equipment.

Motion Commissioner Weller to approve the payment of $5,000.00 to finish off the lease, the $25,000.00 to purchase the radios and to have staff contact Motorola to let them know they can come pick up the additional equipment or leave it here.
Second Commissioner Evans.
Motion carried 4-0.

CITY ATTORNEY REPORT/UPDATE

Nothing at this time

CITY MANAGER REPORT/UPDATE

Advised that there is a company that wants to come in and provide WiFi/Broadband. They would like to have a tower by the Police Department and they have already been in contact with GRU.

COMMENTS AND CONCERNS:

COMMISSIONERS

Commissioner Evans- Nothing at this time.

Commissioner Jamison- Nothing at this time.

Commissioner Weller advised that May 21st is Armed Forces Day and there will be an event at the Civic Center. Advised that May 22, 2016 is Music in the Park. Advised of a Super Shuffle Board Social, by the Kiwanis club on Thursday at James Paul Park.

MAYOR

Mayor Williams reminded of the Relay for Life Event tomorrow at the Civic Center. He asked if the roads and sidewalks would be repaired after the water project is completed. Mr. Booth advised that they would.

Motion Commissioner Weller to adjourn.
Mayor Williams adjourned the meeting at 8:27p.m.

RESOLUTION NO 2016-G
CITY OF HIGH SPRINGS, FLORIDA

A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA, DETERMINING AND DECLARING CERTAIN COMMUNICATION EQUIPMENT AS SURPLUS PROPERTY; AND AUTHORIZING THE CITY MANAGER TO DISPOSE OF SAID PROPERTY; REPEALING ALL RESOLUTIONS IN CONFLICT, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of High Springs is a municipal corporation of the State of Florida with such power and authority as has been conferred upon it by the Florida Constitution and Chapter 166 of the Florida Statutes; and

WHEREAS, the City of High Springs is the owner of communications equipment described more particularly in **Exhibit A**, attached hereto; and

WHEREAS, the City Commission has determined that the subject property listed in **Exhibit A** no longer serves a public purpose as the City no longer employs dispatch operators and has contracted such services through the Alachua County Combined Communications Center; and

WHEREAS, surplus property is property which no longer serves a public purpose, or is in excess of the City's needs, or the sale of which would serve a greater public purpose than the retention of the property; and

WHEREAS, the City Commission desires to appoint the City Manager as the City employee responsible to dispose of said properties; and

WHEREAS, the City Commission finds it is in the best interest of the City of High Springs that this property be declared surplus and be disposed; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA AS FOLLOWS:

SECTION ONE: The City Commission of the City of High Springs finds and declares that property listed in **Exhibit A,** attached hereto and incorporated as part of this Resolution, is hereby identified and classified as surplus property as the property serves no public purpose and continued ownership of the subject property would be uneconomical and inefficient for the City.

SECTION TWO: The City Manager of the City of High Springs is hereby authorized to establish a process to dispose of the subject property listed in **Exhibit A**.

SECTION THREE: If any word, phrase, clause, paragraph, section or provision of this

Resolution or the application hereof to any person or circumstances is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of the resolution which can be given without the valid or unconstitutional provisions or application, and to this end the provisions of this Resolution are declared severable.

SECTION FOUR: All resolutions and parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

SECTION FIVE: This Resolution shall become effective immediately upon final adoption.

ADOPTED, by an affirmative vote of a majority of a quorum present of the City Commission of the City of High Springs, Florida, at a regular meeting, this _____ day of _____, 2016.

BY THE MAYOR OF THE CITY OF HIGH SPRINGS, FLORIDA:

_____
Byran Williams, Mayor

ATTEST, BY THE CLERK OF THE
CITY COMMISSION OF THE CITY OF
HIGH SPRINGS, FLORIDA:

_____
Jenny Parham, City Clerk

APPROVED AS TO FORM AND
LEGALITY:

_____
S. Scott Walker, City Attorney

EXHIBIT A
EQUIPMENT LIST

	Motobridge Console	
1	MOTOBRIDGE 4-PORT GATEWAY UNIT	F4031
2	MOTOBRIDGE GU 110/220 V PS KIT	FTN7687
1	MOTOBRIDGE GATEWAY RACKMOUNT HW	FTN6634
1	G1-G4 CONFIGURATION TOOL	FVN5473
1	DISPATCH APPLICATION	FVN5896
1	MOTOBRIDGE DISPATCH Z400 HIGH TIER PC WITH WINDOWS 7	DDN1095
1	19" LCD, BLACK, NON-TOUCH	DSO19BLK
1	MONITOR STAND KIT FOR WSGU	FTN6561
1	MCC SERIES DESKTOP	B1914
1	GOOSENECK MICROPHONE	
1	WSGU GOOSENECK CABLE	3089004V15
2	SUPRAPLUS NC SINGLE MUFF HEADSET	RMN5078
1	HEADSET MODULE BASE W/PTT, 15' CABLE	RLN6098
1	AUDIO ACCESSORY JACK BOX	DDN6516
1	AUDIO BOX GU CABLE	3071815Y96
1	MULTI SPEAKER ADAPTOR FOR RGU PORT	0189968V63
1	PROVIDES ONE DUAL PEDAL FOOTSWITCH FOR USE WITH MOTOROLA MCC 7500 DISP	DSTWIN6328A
1	XTL5000 CONSOLETTE GU CABLE	3071815Y19
2	ASTRO XTL5000 RADIO CABLE	3087810V02

EXHIBIT A
EQUIPMENT LIST

1	DISPATCH APPLIC, USER GUIDE	6881011Y20
	APX7500 Dual Band 800/UHF Control Station	
1	APX7500 DUAL BAND MID POWER POWER	M30TSS9PW1 N
1	ADD: 7/800MHZ PRIMARY BAND	GA00244
1	ADD: UHF R1 MP SECONDARY BAND	GA00343
1	ADD: ENABLE DUAL BAND OPERATION	GA00579
1	ENH: ASTRO DIGITAL CAI OP APX	G806
1	ENH: SMARTZONE OPERATION APX	G51
1	ADD: ADVANCED SYSTEM KEY SOFTWARE KEY	QA01749
1	ADD: P25 TRUNKING SOFTWARE	G361
1	ADD: APX 05 CONTROL HEAD	G442
1	ADD: CONTROL HEAD SOFTWARE	G444
1	ADD: DASH MOUNT 05	G66
1	ALT: ANT 3DB GAIN 762-870MHZ	W484
1	ADD: ANT ¼ WAVE WHIP 450-470 MHZ	G426
1	ADD: PALM MICROPHONE	W22
1	ADD: AUXILARY SPEAKER 7.5 WATT	B18
1	ADD: CONTROL STATION POWER SUPPLY	G91
1	ADD: MULTIPLE KEY ENCRYPTION OPERATION	W969
1	ADD: AES/DES-XL/DES-OFB ENCRYPTION	G851

EXHIBIT A
EQUIPMENT LIST

1	ENH: 4 YR REPAIR SERVICE ADVANTAGE	GA00318

APX7500 Dual Band 800/VHF Control Station

1	APX7500 DUAL BAND HIGH POWER	M30TXS9PW1 N
1	ADD: 7/800MHZ PRIMARY BAND	GA00244
1	ADD: VHF HP SECONDARY BAND	GA00309
1	ADD: ENABLE DUAL BAND OPERATION	GA00579
1	ENH: ASTRO DIGITAL CAI OP APZ	G806
1	ENH: SMARTZONE OPERATION APX	G51
1	ADD: ADVANCED SYSTEM KEY SOFTWARE KEY	QA01749
1	ADD: P25 TRUNKING SOFTWARE	G361
1	ADD: APX 05 CONTROL HEAD	G442
1	ADD: CONTROL HEAD SOFTWARE	G444
1	ADD: DASH MOUNT 05	G66
1	ALT: ANT 3DB GAIN 762-870MHZ	W484
1	ADD: ANT ¼ WAVE WHIP 450-470 MHZ	G426
1	ADD: PALM MICROPHONE	W22
1	ADD: AUXILARY SPEAKER 7.5 WATT	B18
1	ADD: CONTROL STATION POWER SUPPLY	G91
1	ADD: MULTIPLE KEY ENCRYPTION OPERATION	W969
1	ADD: AES/DES-XL/DES-OFB ENCRYPTION	G851

EXHIBIT A
EQUIPMENT LIST

1	ENH: 4 YR REPAIR SERVICE ADVANTAGE	GA00318