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CITY COMMISSION MEETING  
MINUTES  
AUGUST 11, 2016

Vice Mayor Gloria James called the meeting to order at 6:31 p.m.

Invocation by Pastor Tim Spivey, High Springs, Church Of Christ.

Pledge of Allegiance.

Roll Call: Mayor Byran Williams – Absent  
Vice Mayor Gloria James – Present  
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  
Antoine Sheppard, Police Department Lieutenant  
Amanda Rodriguez, CRA Executive Director  
Jennifer Stull, Finance Director  
Bruce Gillingham, Fire Chief  
Robert Basford, Parks and Recreation Director

**APPROVAL OF AGENDA:**

Vice Mayor James stated that there has been a request to move Item #11 to Item #1 under New Business.

**Motion Commissioner Evans to approve the amended agenda with moving Item# 11, Resolution 2016-T, to Item #1 under New Business.**

**Second Commissioner Weller.**

**Motion carried 4-0.**

**APPROVAL OF MINUTES:**

**Motion Commissioner Weller to approve the minutes of July 12, 2016 Commission Workshop as presented.  
Second Commissioner Evans.  
Motion carried 4 -0.**

**UNFINISHED BUSINESS**

**DISCUSS AND CONSIDER MEMORIAL GARDEN LETTER.**

Commissioner Weller presented the proposed letter for Ms. Leda Carrera to use in order to move forward with establishing a Memorial Garden at the Fire Department.

**Motion Commissioner Jamison to approve the Memorial Garden Letter.  
Second Commissioner Evans.  
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 RESOLUTION 2016-T, A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS APPROVING AND AUTHORIZING THE CITY MANGER TO SUBMIT A GRANT APPLICATION WITH THE STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FLORIDA RECREATIONAL DEVELOPMENT ASSISTANCE PROGRAM (FRDAP) FOR A PROJECT FOR PUBLIC RECREATIONAL PROJECT OF A WATER PARK; REPEALING ALL RESOLUTIONS IN CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.**

Attorney Walker read Resolution 2016-T by title only.

Robert Basford, Recreation Director, stated that they would like to add a fully ADA accessible playground structure at the Civic Center Park, instead of a water park, as the \$145,000.00 would not cover anything but the pad for a water park. He stated that it would be in the same fenced area of the park.

**Motion Commissioner Weller to approve Resolution 2016-T with the suggested change.  
Second Commissioner Evans.**

**Roll Call:**

**Commissioner Evans- yes  
Commissioner Jamison-yes  
Commissioner Weller-yes**

**Vice Mayor James-yes**

**Motion carried 4-0.**

**PRESENTATION BY MR. BOOTH AND TIM NORMAN OF MITTAUER & ASSOCIATES ON THE SEWER.**

Tim Norman and Greg Lang, Mittauer and Associates, gave a presentation on the City's Wastewater and Water system. Spoke of the Camp Kulaqua connection project we are currently working to connect them to our system, and one of hooking up missed connections to our current grinder system. Spoke of a project they are proposing, they call Phase A1 Gravity Sewer, this would be in the Northwest Section. They gave an overview of a proposed sewer expansion project that they would like to do when the time comes, they will not go with the Jones Edmonds design. The gave an estimated cost and timeline for the next five year proposed projects for the City Sewer System. Greg Lang, Mittauer and Associates, spoke of the need to plan ahead for funding.

Tim Norman gave some recommendations; having a water system plan, resolve the disinfection byproduct issue, and the need to replace water lines over time.

**Commissioner Jamison stepped out at 7:13 p.m., returned 7:15 p.m.**

**PRESENTATION OF US HWY 27 TRAFFIC STUDY CONDUCTED BY THE HIGH SPRINGS POLICE DEPARTMENT.**

Chief Decoursey stated that the a study of US HWY 27 Traffic showed that speeding was not a problem. He stated that the accident that occurred with the semi running into the Grady House was an issue of the Driver being distracted.

Chief Decoursey stated that we have appropriated a motorcycle from the City of Alachua, that they Declared surplus, that we will use for certain areas of the city.

**CONSIDER RESOLUTION 2106-R, A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA; RELATING TO THE PROVISION OF FIRE SERVICES, FACILITIES AND PROGRAMS IN THE CITY OF HIGH SPRINGS, FLORIDA; ESTABLISHING THE RATE OF ASSESSMENT; IMPOSING FIRE SERVICES ASSESSMENTS AGAINST ASSESSED PROPERTY LOCATED WITHIN THE CITY OF HIGH SPRINGS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016; APPROVING THE ASSESSMENT ROLL; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING AN EFFECTIVE DATE**

Attorney Walker read Resolution 2016-R by title only.

Commissioner Weller asked the recommended assessment. Mr. Booth stated \$93.00, he states we would like to slowly increase.

Chief Gillingham stated that the budget was budgeted at \$93.00. He states that the preliminary resolution set the maximum at \$100.00.

Commissioner Jamison stated he would like us to look at what Newberry has done. He states he would like citizens to know that as the assessment is increased, that money is designated for the fire department, then less money comes from the general fund which would reduce that budget. Chief Gillingham states that historically that is how it happened.

**Motion Commissioner Weller to approve Resolution 2016-R as read by title only, with the change that the Fire Assessment is set at \$93.00.  
Second Commissioner Jamison.**

**Roll Call:**

**Vice Mayor James- yes  
Commissioner Evans- yes  
Commissioner Jamison-yes  
Commissioner Weller-yes**

**Motion carried 4-0.**

**DISCUSS AND CONSIDER PRO-RATING FIRE ASSESSMENT.**

Chief Gillingham spoke of the Original Fire Assessment Ordinance allowing for the proration of the Fire Assessment. He states there are times with new construction we are not collecting anything for the Fire Assessment for up to 18 months. He states that with the increase in the construction they would like to look at starting to pro-rated Fire Assessments, which is part of the Original Ordinance passed in 2007.

Commissioner Jamison asked what the timing for this would be. Mrs. Stull stated that they could work with PDC and when builders apply for a permit they will be notified, but it is up to the commission. Chief Gillingham stated it is a prorated scale.

Commissioner Evans stated that we are providing services, and they should have to pay on the prorated scale.

Chief Gillingham stated that it applies to commercial and residential.

Commissioner Jamison asked what kind of notification would be required.

Attorney Walker stated that there could be a standard statement. He states that the way the Ordinance Reads is that it would be the full calendar months remaining in the year.

Commissioner Weller asked what information is given when you apply for a building permit, she is concerned with that the builders have not been notified when the permit was pulled.

Commissioner Weller would like for it to start with new building permits. Commissioner Jamison agrees.

Commissioner Evans states he is for all new C.O.'s and not just the people pulling new permits.

Consensus to start with new permits on Monday August 15<sup>th</sup>.

**CONSIDER APPROVAL OF ARCHITECTURAL AND ENGINEERING SERVICES WITH BRAME HECK ARCHITECTS, INC. FOR THE FARMER'S MARKET PAVILION.**

Mrs. Stull stated that Brame Heck Architects has put together what they thought would be a budget to build; this is a base bid, with a metal building, but we can go up from there

Commissioner Weller stated she would like to have some alternates. Commissioner Evans agrees that we should have some alternates.

Commissioner Weller would like to see the poles wrapped, multiple water sources, enough electricity not to blow the fuses, and make sure there are fans.

**Motion Commissioner Weller to approve Architectural and Engineering Services with Brame Heck Architects, Inc. for the Farmer's Market Pavilion and request alternate plans.**

**Second Commissioner Evans.**

**Motion carried 4-0.**

**REVIEW AND DISCUSSION ON THE ANNUAL FARMER'S MARKET REPORT.**

CRA Director Amanda Rodriguez spoke of the year for the Farmer's Market. She stated in the past few months there has been a steady increase in the number of vendors. She states they have had a lot of local farmers. She states that they have had a total of 63 vendors in the last year. She stated in the month of June 12 to 13 vendors were farmers out of the 21. She states that we are very fortunate to have the ability to take credit card and EBT.

Vice Mayor James stated that she did not realize that there was such a variety, and stated that she would like to see them keep up the good work.

Commissioner Weller would like to see more produce. Mrs. Rodriguez stated that usually 50% on average are produce vendors.

Mrs. Rodriguez spoke of the grant where we will no longer have to pay the Credit and EBT fees for the next three years.

Mrs. Rodriguez spoke of the grant where EBT can be doubled with the purchase of eggs, produce and dairy. She stated that they will have an informative meeting for citizens in September.

**CONSIDER APPROVAL OF AMENDED EMPLOYMENT AGREEMENT WITH CITY MANAGER ED BOOTH.**

Attorney Walker gave an overview of the proposed agreement. He stated that the Attorney's office has reviewed and approved.

Mr. Booth stated he would like to be a part of the good things he sees coming to this city.

Commissioner Evans stated that we are raising the salary \$10,000.00 over the next two years. He states he does not want this to be something that is expected each time.

**Motion Commissioner Weller to approve the amended Employment Agreement with City Manager Ed Booth.**

**Second Commissioner Evans.**

**Motion carried 4-0.**

**DISCUSSION AND DIRECTION TO STAFF REGARDING INTERNET CAFES.**

Mr. Booth advised that the building department wanted clarification on this.

Attorney Johnson stated that for many years this was a gray area. She stated that for many years some cities were making their own rules. She stated that in 2013 the legislature tightened up so there were less loop holes. She states that it seems the internet cafes are coming to smaller cities, with less staff; so smaller cities have seen an uptick in internet café requests.

Attorney Walker read the provision from 2013.

**DISCUSS AND AUTHORIZE SUBMITTAL OF LETTER FROM ALACHUA COUNTY MUNICIPALITIES REQUESTING INFORMATION REGARDING THE ALACHUA COUNTY STORMWATER TREATMENT ORDINANCE.**

Mr. Booth advised that the county wants to regulate Storm Water.

Attorney Johnson stated that there is a modified letter on the Dias with the addition of Paragraph 3, that The City of Alachua would like to have included.

**Motion Commissioner Weller to authorize the submittal of letter from Alachua County Municipalities requesting information on the Alachua County Stormwater Treatment Ordinance.**

**Second Commissioner Evans.**

**Motion Commissioner Weller amended the motion to authorize the Vice Mayor to sign the letter.**

**Second Commissioner Evans.**

**Motion carried 4-0.**

**CONSIDER RESOLUTION 2016-S, A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS APPROVING THE TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT BETWEEN THE CITY OF HIGH SPRINGS AND THE FLORIDA DEPARTMENT OF TRANSPORTATION; AUTHORIZING THE APPROPRIATE CITY STAFF AND OFFICIALS TO EXECUTE THE TRAFFIC OPERATIONS SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT; AND PROVIDING THAT THE CITY OF HIGH SPRINGS ACCEPT THE RESPONSIBILITIES OUTLINED IN THE**

**ATTACHED AGREEMENT; REPEALING ALL RESOLUTIONS IN CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.**

Attorney Walker read Resolution 2016-S by title only.

**Motion Commissioner Weller to approve Resolution 2016-S as read by title only.  
Second Commissioner Evans.**

**Roll Call:**

**Commissioner Evans- yes  
Commissioner Jamison-yes  
Commissioner Weller-yes  
Vice Mayor James-yes**

**Motion carried 4-0.**

**CITY ATTORNEY REPORT/UPDATE**

Attorney Johnson stated that the mandatory ethics four hour training will be November 15<sup>th</sup> 1:00 p.m. – 5:00 p.m. here at City Hall.

**CITY MANAGER REPORT/UPDATE**

Advised that we had a food give away. He stated that they will come back every other month.

Advised that our Police Department had their Night Out.

Advised that the Playgrounds are in, and they are working on the mulching.

Advised that we received the permit to add the hydrogen peroxide to our water system. He states this is really only a few molecules in the system. He states that the water is safe to drink. He states the Fire Department is helping to flush the lines.

**COMMENTS AND CONCERNS:**

**COMMISSIONERS**

Commissioner Evans-nothing at this time.

Commissioner Jamison thanked his colleagues for being willing to gather information, discuss issues, bounce ideas back and forth and come up with a reasonable conclusion.

Commissioner Weller stated the Music in the Park is the 21<sup>st</sup> at the Women's Club. Spoke of the Waterways Exhibit and that it will only be there 2 more weeks; recommended everyone take the opportunity to go and see.

Vice Mayor James spoke of all the visitors coming to the Waterways Exhibit.

**MAYOR**

Mayor Williams-absent.

**Motion Commissioner Weller to adjourn.**

**Second Commissioner Evans.**

**Mayor Williams adjourned the meeting at 8:30 p.m.**