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CITY COMMISSION MEETING  
MINUTES  
February 22, 2018

Mayor Jamison called the meeting to order at 6:31 p.m.

Invocation By: Pastor Byran Williams, Mt. Carmel United Methodist Church

Pledge of Allegiance.

Roll Call: Mayor Scott Jamison – Present  
Vice Mayor Linda Jones– Present  
Commissioner Byran Williams–Present  
Commissioner Gloria James –Present  
Commissioner Nancy Linkous – Present

Staff Present: Ed Booth, City Manager  
Jenny Parham, City Clerk  
Angela Stone, Assistant City Clerk  
Scott Walker, City Attorney  
Jennifer Stull, Finance Director  
Antoine Sheppard, Police Department Deputy Chief

**Motion Commissioner Linkous to approve the Agenda as presented.  
Second Vice Mayor Jones.  
Motion carried 5-0.**

**Motion Commissioner Williams to approve the Minutes of the February 8, 2018 Commission Meeting.  
Second Commissioner James.  
Motion carried 5-0.**

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

Mayor Jamison opened Citizen Requests and Comments, with no one coming forward Mayor Jamison Closed Citizen Request and Comments.

**NEW BUSINESS**

**CONSIDER ORDINANCE 2018-01, AN ORDINANCE AMENDING CHAPTER 10  
“ALCOHOLIC BEVERAGES” OF THE HIGH SPRINGS CODE OF ORDINANCES;  
LIFTING RESTRICTION ON ALCOHOL ON-PREMISES CONSUMPTION AT THE CITY’S  
CIVIC CENTER; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE  
DATE; AND PROVIDING FOR CODIFICATION.**

Attorney Walker reads Ordinance 2018-01 by title only.

Commissioner Williams asked about liability, would there be a question on the application asking if they will be serving alcohol. Mr. Booth stated, yes. Commissioner Williams asked who would be liable if there was an accident or something would happen. Attorney Walker stated that we could ask for liability insurance when we rent out the Civic Center, but if not, our policy would cover and there is sovereign immunity.

Mr. Booth stated we do not need the portion stating that they can sell alcohol. Attorney Walker states we can strike that.

Commissioner Linkous asked if it would open us up to liability if an underage person drinks alcohol at an event.

Mayor Jamison stated that we will put in the event rental agreement that the City will be held harmless and require a certificate of insurance with the City as additionally insured. He states he would not be for the sale of alcohol. He states that this is solely for the Civic Center.

Commissioner James stated that there are a lot of individuals that rent the Civic Center, would we require them to have insurance. Mayor Jamison stated that they can purchase an event policy.

Commissioner Williams asked if currently we require the insurance. Mrs. Stull stated that we need to update the application and deposit also.

Attorney Walker states we need to look at the hold harmless clause, the application, the deposit, and checklist before second reading.

Commissioner Williams asks for clarification that all people renting the Civic Center will be required to produce insurance. Mayor Jamison stated that if something happens, currently, we will be fully liable.

Attorney Walker states that you can have exceptions, but if there is a mishap there could be a problem. He states he recommends having the insurance.

Mayor Jamison stated the Certificate of Insurance is really a separate issue.

Consensus to bring back without the sale of alcohol, have staff review the forms (rental agreement, checklist) and bring back.

**Motion Commissioner Williams to table Ordinance 2018-01 until staff can bring more details on the liability and documents.  
Second Commissioner James.**

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Terry Hull asked if this would be limited to just family-oriented events or any kind of social gathering. He states that it sounds like anyone can rent and have alcohol. He asked if the Police and Fire will have to sign off on the application as they do with Special Event Permit since they could have the need for First Responders. He states that there is so much more to this than just saying that people can have alcohol in our Civic Center. He states if we do not have limits, perimeters, and boundaries there may be some additional issues.

Jack Lynch asked what if at a reception they opt to have a cash bar. Suggested it is something to think about.

Yvonne Andrews asked about an application she has already done for six months from now. Mayor Jamison stated that if anything happens at the Civic Center as it is now the City is liable.

Commissioner Williams stated we say weddings, but it is saying alcohol at the Civic Center, it could be any event. Mayor Jamison stated yes as it is worded now.

Commissioner Williams states he is just looking at the liability of it.

**Motion carried 5-0.**

**DISCUSS AND CONSIDER AUTHORIZING ACCOUNT CREDIT FOR CERTAIN UTILITY MULTI-USER CHARGES.**

Mr. Booth advised that staff is suggesting giving the customers credit to their account for the two months they paid in fees associated with the multi-user Resolution 2017-G.

Commissioner Linkous stated that she is in favor of this and puts it back to a level playing field.

Commissioner James states she is also in favor.

**Motion Commissioner Linkous to authorize staff to give credit to the customers for the 2 months they paid fees associated with Multiuser Resolution 2017-G.**

**Second Commissioner James.**

**Motion carried 5-0.**

**REVIEW OF OCTOBER – DECEMBER 2017 FINANCIAL STATEMENTS.**

Mr. Booth advised that with all the grants we have to put up the money first. He states that he is restricting the contractors, for the projects that we have to front the money, to \$250,000.00. He stated that we are watching this very carefully.

**APPOINT MEMBERS TO THE CDBG CITIZENS ADVISORY TASK FORCE (CATF).**

Mayor Jamison stated that for the CDBG Grant we have to have citizen input, and this would be this task force.

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**Motion Commissioner James to appoint Tammy Fleming, Herb Jones, Maybell Jones, Terrance Watkins and City Employee Bill Whitelock to the CDBG Citizen Advisory Task Force.  
Second Commissioner Williams.  
Motion carried 5-0.**

**CONSIDER APPROVAL OF MUNICODE UPDATE.**

Mr. Booth advises that there was \$5,000.00 budgeted for this item.

City Clerk Parham stated that the estimated cost of updating the Ordinances on Municode is \$4,216.00. She states that this does not include an update to the Comprehensive Plan, and the update for both the Ordinances and the Comprehensive Plan is \$8,836.00. She states that this is over the budgeted amount and the amount the City Clerk is authorized to spend. She stated that when she spoke to Attorney Johnson she stated it would be best to put the updated Comprehensive Plan on Municode, so citizens that look it up do not look at the wrong one.

Mr. Booth advises that we are looking to change the Comprehensive Plan as it and our Land Development Code have some conflicts.

Attorney Walker explains the importance of having an updated Comprehensive Plan on Municode. He states that until we change the Comprehensive Plan, we should spend the extra money to update the Comprehensive Plan.

Commissioner Linkous asked where in the budget the money would come from. Finance Director Stull stated it would be from the contingency.

Commissioner Linkous asked if we could just take down the Comprehensive Plan from Municode. Attorney Walker states staff can ask Municode if that is possible.

Consensus to look at whether we can put a notice to direct them to the City until we can update this.

**CITY ATTORNEY REPORT/UPDATE**

Attorney Walker- nothing to report.

**CITY MANAGER REPORT/UPDATE**

Advised that in front of them is a resume for a CRA Director that staff (a committee of three) has selected. He stated that he has decided it should be a 60/40 split, with 40% for city work helping the City Manager and Planning. The applicant has a background in planning and knows CRA. He stated there was a total of 26 applicants.

Advised the Civic Center project has been started.

Advised that we have started work on the budget for next year.

Advised that we are going to have a CRA meeting before the next commission meeting at 6:00 p.m.

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Advised that the Police are looking at the schools within our City and their vulnerability.

**COMMENTS AND CONCERNS:**

**COMMISSIONERS**

Commissioner Linkous asked about the back side of the Community School not being fenced. Mayor Jamison stated that the School Board is doing an assessment of all schools and then prioritizing. She stated that she has had calls about the road by the First Baptist Church and its poor condition. She asked about if we have plans for this. Mr. Booth stated we will have this built in the next budget to fix these kinds of small issues. Mr. Booth stated that as part of the agreement, when they got the High School they were supposed to put in another entrance. Commissioner Linkous asked if we can ask the School to step up. Mr. Booth stated he will need to take a look at this. Commissioner Linkous asked about the speed limit on 441 and 27 and the cross walk and their timing. Mr. Booth stated that is a DOT issue and we have already reached out to them and they assured they are doing studies.

Commissioner James asked about the hole in the back yard. Mr. Booth stated it is not yet fixed, but it should be done next week. Commissioner James asked about the cleanup of the two houses that burned down. Mr. Booth advised that is truly the owners responsibility and we will continue pushing.

Commissioner Williams- nothing at this time.

Vice Mayor Jones stated that on Sunday 2:00 p.m. there will be Habitat Home presentation on 243<sup>rd</sup>. She stated that she saw a Police Officer that stopped his car at the traffic light on 441 to walk a small boy across traffic, very impressive.

**MAYOR**

Mayor Jamison stated that High Springs Community School is very fortunate with the past SRO and current SRO, they have done an exceptional job with the training for Active Shooter Training, and they have been proactive with scenarios.

**Motion Commissioner Williams to adjourn.**  
**Mayor Jamison adjourned the meeting at 7:52p.m.**