

23718 W US HWY 27
High Springs, Florida 32643



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

**HIGH SPRINGS
CITY COMMISSION MEETING
MINUTES
May 23, 2019**

Meeting called to order by Mayor Jones at 6:37 p.m.

Invocation: Jessica Hall, HSPD Chaplain

Pledge of Allegiance.

ROLL CALL CITY COMMISSION: Mayor Linda Jones- Present
Vice Mayor Byran Williams- Present
Commissioner Gloria James- Present
Commissioner Scott Jamison-Present
Commissioner Nancy Lavin- Present

STAFF PRESENT:

Ed Booth, City Manager
Angela Stone, Deputy City Clerk
Dralynn Swick, Executive Secretary
Andrea True, City Attorney
Joel Decoursey, Chief of Police
Antoine Sheppard, Deputy Chief of Police
Jennifer Stull, Finance Director
Bruce Gillingham, Fire Chief
Brian Langston, Fire Department

APPROVAL OF AGENDA:

Mayor Jones states an item needs to be added, a Proclamation for Public Works Week.

**Motion Commissioner Jamison to approve the agenda as amended.
Second Commissioner James.
Motion Carried 5-0.**

APPROVAL OF MINUTES:

**Motion Commissioner Lavin to approve the minutes of the May 9, 2019 Commission Meeting.
Second Commissioner James.
Motion carried 5-0.**

PRESENTATION OF CERTIFICATE OF APPRECIATION TO KIWANIS CLUB.

PROCLAMATION DECLARING PUBLIC WORKS WEEK.

Commissioner Lavin spoke of all the things they have done and do for our city and its residents.

Commissioner Lavin presented a Certificate of Appreciation to the Kiwanis Club.

UNFINISHED BUSINESS

UPDATE AND DISCUSSION ON CITY MANAGER APPLICANTS.

Mayor Jones advised we have set the four interviews for this Tuesday May 28, 2019 starting at 6:00 p.m. in the conference room through Skype or phone conference. She stated that we discussed that at the Special Meeting on June 6th we could interview the top two candidates, and possibly make offer to the top candidate to move forward in the process.

Consensus to check with the applicants interviewing to see if they would be able to interview in person on June 3rd at 6:00 p.m. if they were chosen as one of the top two candidates; if they cannot then the 19th will be the backup date.

Vice Mayor Williams expressed his concerns with moving quickly; we need to make sure we are doing what is best for High Springs.

Discussions on the questions and what questions to ask.

Consensus to have the City Clerk put questions together for Skype/Phone Conference interviews, from the list of questions submitted.

Consensus to change the meeting on May 28, 2019 from 6:00 p.m. to 5:30 p.m. and to send out and post amended agenda tonight at the end of the meeting.

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

David Linch spoke about the harms of alcohol and passed out information to the Commission regarding this. Spoke of the median household income in High Springs and Newberry. Spoke to the commission about thinking long and hard about providing police protection in Newberry.

Eyvonne Andrews spoke of the dais needing to be revised for handicap access. She also asked if it was possible to have a drive thru payment window, like we did in the past.

Lanier Smith, President of the Lions Club, extended an invitation to everyone to come out and see what they are all about; gave a history of what the Lions Club does. Advised that on Monday they will be having an event by the Veteran Memorial out front for the veterans with breakfast served free of charge.

NEW BUSINESS

CONSIDER APPROVAL OF INTERLOCAL AGREEMENT WITH ALACHUA COUNTY FOR FIRE SUPPRESSION & FIRST RESPONSE EMS/RESCUE SERVICES.

Fire Chief Gillingham advised that this is a 5-year agreement with Alachua County for Fire Suppression & First Response EMS/Rescue Services. He advised that this is a little different than in the past, as it is five years instead of a three-year contract.

Fire Chief Gillingham gave an overview of the contract.

Commissioner Lavin asked about the ALS piece, when this will be done. Chief Gillingham stated we have the staffing with the paramedics in place. He states that we just need the funding for the equipment, so once the contract is in place and the new budget years starts, we can start moving forward on it; he states he anticipates January 1st.

Motion Commissioner Jamison to approve the Interlocal Agreement with Alachua County for Fire Suppression & First Response EMS/Rescue Services.

Second Vice Mayor Williams.

Motion carried 5-0.

CONSIDER APPROVAL OF ENGINEERING SERVICES AGREEMENT WITH MITTAUER & ASSOCIATES, INC. FOR THE CDBG WATER MAIN REPLACEMENTS & PARK IMPROVEMENTS PROJECT.

Mr. Booth advised that this is an Engineering Services Agreement with Mittauer & Associates, Inc. for the CDBG Water Main Replacement Project. He states that this will be paid for out of the \$700,000 grant along with the City's \$50,000 match. He states that we were informed a few hours ago that we did receive the award for the money.

Motion Commissioner Lavin to approve the Engineering Services Agreement with Mittauer & Associates, Inc. for the CDBG Water Main Replacements & Park Improvement Project.

Second Commissioner James.

Motion carried 5-0.

DISCUSS IMPLEMENTING AN UTILITY INFRASTRUCTURE MAINTENANCE FEE.

Mr. Booth advised that we have come to a point where we are going to need to raise the sewer rates or have a fee, that will go to a specific fund for maintenance of the system. He talks of the grinder pumps failing. He stated that this fee would possibly be \$3.00.

Commissioner Lavin asked if this would be just for sewer. Mr. Booth advised it would be just for sewer maintenance. This money would be restricted to be used for the maintenance of our infrastructure.

Commissioner Jamison asked who would be charged this fee. Attorney True advised that typically it would be assessed to whoever is on the utility; not for people who do not benefit from the service.

Commissioner Jamison stated that this is a citywide problem. He said he is against it only being charged to the people on the system, it should be citywide. He states it is a citywide system, it benefits the entire city. He states he is against it.

Mr. Booth advised they will probably see this again in July.

CITY MANAGER OUTLINES THE PROJECTED 2019/2020 BUDGET.

Mr. Booth advised that he has met with the department heads to discuss and determine capital items for next Fiscal Year. He gives an overview of what the departments are looking for. He states that this is an outline to show we are not top loading the budget and pretty much keeping things the same.

PRESENTATION OF MARCH FINANCIAL STATEMENT.

Mr. Booth advises that we are looking pretty good; still keeping a good control on spending so that the new manager is in a good place.

CITY ATTORNEY REPORT/UPDATE

Attorney True-nothing at this time.

CITY MANAGER REPORT/UPDATE

Showed a picture of a tree that was taken down; that needed to be taken down.

Showed a picture and advised that the nine lots are being cleaned up.

Showed a picture of the Southside Project, he advised that when the community was built the rocks and stumps were buried, and they are working through that. He states we are looking at about two homes a day that will be hooked up.

Showed pictures of staff cleaning up the lot where Loncala cleared their trees.

Advised he has PBA negotiations on May 31, 2019. Commissioner Jamison asked, if we are negotiating now, what numbers would we use for the budget. Mr. Booth advised that they have budgeted a certain amount and will not negotiate over that.

COMMISSIONERS

Commissioner Lavin advised that there was a WallDogs community meeting and it was well attended; a group is organizing and pulling it together to get more interest. She adds they are reaching out to the Chamber of Commerce for some oversight. She asked about the businesses leaving the garbage cans out

COMMISSION MEETING

May 23, 2019

Page 5 of 5

all week on Main Street; she has been asked if there is anything we can do or suggestions we may have. Mr. Booth advised Code Enforcement could address.

Commissioner James-Nothing at this time.

Commissioner Jamison asked about the \$3.00 Utility Maintenance Fee being in the budget. Finance Director Stull advised that it is in a separate fund, so it does not affect the budget.

Vice Mayor Williams invited everyone to the High Springs Homecoming on June 14, 15, and 16. He advised on that Friday night they will be having an opening, welcome service and banquet honoring three families in the area. He has the tickets available. He advised that on Saturday the festivities will be at Catherine Taylor Park at noon. He states on Sunday they will have a prayer breakfast at 8:00 a.m. at Allen Chapel.

MAYOR

Mayor Jones spoke of Music in the Park this past Sunday; she spoke of what a great job everyone did, and it was very nice with a huge turnout.

Motion Vice Mayor Williams to adjourn.

Mayor Jones adjourned the meeting at 7:55 p.m.