

Regular City Commission Meeting (Tuesday, October 18, 2022)

Generated by Amanda Brown on Tuesday, October 18, 2022

A. MEETING OPENER

Procedural: 1. Call To Order - Roll Call

- Meeting called to order by Mayor Schenck at 6:00 PM.
- Present: Commissioner Sirmones, Commissioner Hendrix, Vice Mayor Redman, Mayor Schenck, Commissioner Stegall, Attorney John Maines IV, and City Manager Dale Walker
- Absent: None

Procedural: 2. Opening Prayer

- Opening prayer led by Vice Mayor Redman.

Procedural: 3. Pledge of Allegiance

- Pledge of Allegiance led by Mayor Schenck.

Action: 4. Approval of The Agenda Format

- **Motion to approve the agenda format was made by Vice Mayor Redman and seconded by Commissioner Stegall.**
 - **Unanimous Approval**

B. CITIZEN INPUT

Information: 1. Provision for Citizen Input

- The provision for citizen input was read by Mayor Schenck.
- Mr. Rondoll Huggins of 640 SE 4th St, Lake Butler, Florida.
 - Mr. Huggins explained that he had spoken with Mayor Schenck a few weeks prior suggesting that a more streamlined process should be in place for when someone wants to build a home in the City. Mayor Schenck replied that with regard to Mr. Huggins' situation with rezoning, the process is time-consuming. Changing a property from a Commercial zone to a Residential zone is governed by the State of Florida. Mr. Maines confirmed that the information can be found in the State Growth Management Act and that the City follows the procedures as required by the state. Mr. Huggins offered that the City at least suggest people always get a survey before they purchase land with the intention to build to help them expedite the process.

C. AGENDA ITEM NUMBER

Action (Consent): 1. Consent Agenda

- **Motion to approve the consent agenda in one motion was made by Vice Mayor Redman and seconded by Commissioner Stegall.**
 - **Unanimous Approval**

Action: 2. Financial Reporting for the Period Ending September 30, 2022

- The financial report was presented by Finance Director, John Sapp.
 - Rising fuel prices and operating costs as well as the mandated minimum wage increases have put some pull on the City's budget.
 - The new Public Works facility has also been a large expenditure.
 - The General, Water, and Street funds have a net loss, though the Wastewater fund has increased due to grant income for the new Wastewater Treatment Plant. The Solid Waste fund has increased. The Redevelopment Fund has increased and reduced the deficit.
- **Motion to approve the financial report for the period of October 1, 2022, through September 30, 2022, was made by Vice Mayor Redman and seconded by Commissioner Stegall.**
 - **Unanimous Approval.**

Information: 3. CHW Due Diligence and Conceptual Planning for Sprayfield

- Mr. Gerry Dedenbach with CHW presented the due diligence and conceptual plan for the sprayfield property that concluded the scope of services the Commission requested. He explained that they have three concept plans, but that all three require that another entrance to the property be put in place. This would assure that EMS and fire services would have good access and that water and wastewater system services could be balanced.
- First Concept: Residential
 - Four-phase plan to build residential housing with a common recreation area as well as the required stormwater areas and a reforested buffer between residential and rural neighborhoods.
- Second Concept: Commercial

- o Four-phase plan for clean businesses, such as tile and flooring, woodworking, etc. This would still require a second entrance to the property as well at retention areas for the Wastewater Treatment Plant.
- Third Concept: Hybrid
 - o Four-phase plan to combine a residential area and a commercial park with interconnected trails between the areas. There would be 308 potential housing units and 17 commercial parcels as well as the enhanced basins.
- The residential areas for all plans would be RSF-2 and the residential and commercial areas could be switched to accommodate the developers.
- If the Land Development Regulations are not broad enough to cover research and medical production, or similar industries, there may need to be an update to allow for some businesses.
- Regarding concurrency issues, based on the current concept with 500 homes, acceleration/deceleration lanes would be needed at minimum due to the increased level of traffic. A traffic light may not be required, but there will need to be some level of traffic management.

Mayor Schenck has excused himself from the meeting due to illness and the gavel has been passed to Vice Mayor Redman

Action: 4. Ordinance No 2022-08: Annexation of Public Works Property

- Approval of Ordinance No. 2022-08 will finalize the annexation of the new Public Works property into the city.
- Attorney Maines said the Ordinance title will be amended to say "Providing Severability, and providing an effective date."
- **Motion to adopt the amended Ordinance 2022-08 by title only was made by Commissioner Stegall.**
 - o **Title read by Mr. Maines.**
 - o **Motion seconded by Commissioner Hendrix**
 - o **Unanimous Approval**

Action: 5. Audit Bid

- Mr. Walker presented a bid for the annual audit. 120 request for proposals were sent out. Twelve firms viewed it and one firm responded: James Moore of Gainesville, the current auditor for Union County.
- James Moore and Company bid \$42,000 for the annual audit and \$6,000 for a CRA audit. If a single audit is needed, there would be additional costs. The audit would allow the City to develop an Annual Comprehensive Financial Report. It is the staff's recommendation that the Commission approves the bid.
- The previous firm, Powell and Jones was paid \$16,900 for the previous year's audit.
- **Motion to accept the audit bid from James Moore and Co. P.L. was made by Commissioner Sirmones and seconded by Commissioner Hendrix.**
 - o **Unanimous Approval**
- Mr. Walker offered his appreciation to Powell and Jones for their years of auditing service to the City.

Action: 6. Septic Tank for Public Works

- The new Public Works facility needs a septic system. The Alachua County Health Department has approved the permit. The city received a quote for \$6,100 for a septic tank with no labor costs from Andrews Site Prep who has offered to donate the labor to the City.
- **Motion to approve \$6,100 from the Wastewater Fund for the installation of a septic tank at Public Works was made by Commissioner Stegall with a thank you to Andrews Site Prep for the donation of labor.**
 - o **Motion seconded by Commissioner Hendrix.**
 - o **Unanimous Approval**

Action: 7. Cement Bid for Driveway at Public Works Property

- Mr. Walker informed the commission that City staff sought bids for paving the driveway at the new Public Works facility as approved by the Commission. Four sealed bids were received and a list has been provided to the Commission. The recommended bid is for Daryl Williams Masonry.
- A secondary option is to use crushed cement, but the cost would effectively be the same as paving. Crushed cement was estimated to cost \$80,000 and Millings over limerock would be \$94,000.
- Limerock alone as an alternative was discussed. Public Works Director Douglas informed the Commission that limerock would be lower cost initially but would need constant repair and will wash away more quickly in heavy rains. Mr. Douglas recommends paving with six-inch concrete because it will hold up better with heavy equipment whereas limerock alone will not.
- **Motion to accept the bid for a concrete driveway from Daryl Williams for \$119,500 was made by Commissioner Stegall and seconded by Commissioner Sirmones.**
 - o **Approved: Stegall, Sirmones, Redman**
 - o **Opposed: Hendrix**
 - o **Motion Approved**

Information: 8. Wastewater Treatment Plant Progress Report

- Progress report on the new wastewater treatment plant from Mittauer and Associates.

Action: 9. Historic Preservation Board

- Bob Driggers would like to resign from the Historic Preservation Board.
- Ms. Margo Van Peterson has submitted her resume and would like to be considered for appointment to the board.

- The Commission thanks Mr. Driggers for his service to the City and the board.
- **Motion to accept Bob Driggers's resignation from the Historical Preservation Board was made by Commissioner Sirmones and seconded by Commissioner Stegall.**
 - **Unanimous Approval**
- **Motion to approve the appointment of Margo Van Peterson to the Historical Preservation Board was made by Commissioner Stegall and seconded by Commissioner Hendrix.**
 - **Unanimous Approval**

Information: 10. Welch's Auto Repair

- The land swap between the City and Johnny Welch is complete. Public Works is fully out of their old facility and Welch is starting to move in. The plan is to demolish the building on Main Street by Christmas.

D. REPORT OF CITY ATTORNEY

- No Report

E. REPORT OF CITY MANAGER

Information: 1. City Manager's Report

- The boat race takes place this weekend and many participants have already arrived.
- The City is developing a gift catalog for those who wish to donate to improve the City.
- The City's trick-or-treat will be on Halloween, Monday, October 31, 2022.
- The 2021-2022 fiscal year has ended and the Director of Finance is preparing for the upcoming audit.

F. COMMENTS OR REMARKS BY COMMISSION

- Stegall: The current vendor list for this weekend's boat race has three food trucks and three vendors on Friday, and two food trucks and four vendors for Sunday.
- Sirmones: No comments.
- Hendrix:
 - She would like the City to join Union County and several local businesses in showing support for veterans by shining green lights at City Hall from November 7-11, 2022.
 - **Presented Resolution "Supporting Operation Green Light for Veterans."**
 - **Motion to adopt Resolution "Supporting Operation Green Light for Veterans" was made by Commissioner Hendrix and seconded by Commissioner Sirmones.**
 - **Unanimous Approval**
 - Some citizens are concerned that it is taking a long time for items to be collected during October's beautification month.
 - Director of Public Works, Cody Douglas, explained that employees are doing pickups on Thursdays and Fridays and are working faster as the month continues. The new grapple bucket arrived last month and has been a huge help in collecting debris.
 - Mowing has gotten behind as well. Do we have the supplies we need to do the job?
 - Mr. Douglas confirmed that mowing squads have decreased from seven to three which has slowed things down as well. Public Works is actively working on a solution. There is another mower in the budget for this year.
 - During Hurricane Ian, Union County and most businesses closed. City Hall remained open. She would like to review the policy regarding closure due to weather and be sure the City is doing its best for staff safety.
- Redman
 - RMC Halloween is Saturday, October 29, 2022.
 - Farmshare was Oct 8th. 284 families were helped.
 - They will be in contact with the new person in charge to see if there will be a November Farmshare.

G. ADJOURNMENT

Action: 1. Adjourn

- **Motion to adjourn was made by Commissioner Stegall and seconded by Commissioner Hendrix.**
 - **Unanimous Approval**
- Meeting adjourned at 7:09 PM.