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**HIGH SPRINGS  
CITY COMMISSION MEETING  
MINUTES  
February 14, 2019**

Meeting called to order by Mayor Jones at 6:30 p.m.

Invocation: by Pastor Raymond Lee

Pledge of Allegiance.

**ROLL CALL CITY COMMISSION:**

Mayor Linda Jones- Present  
Vice Byran Williams- Present  
Commissioner Gloria James- Present  
Commissioner Scott Jamison- Present  
Commissioner Nancy Lavin- Present

**STAFF PRESENT:**

Ed Booth, City Manager  
Jenny Parham, City Clerk  
Angela Stone, Deputy City Clerk  
Scott Walker, City Attorney  
Jennifer Stull, Finance Director  
Joel Decoursey, Police Chief  
Antoine Sheppard, Deputy Police Chief  
Kevin Pearson, Acting Fire Captain  
Kristina Wright, CRA Director

**APPROVAL OF AGENDA:**

**Motion Commissioner James to approve the agenda as presented.  
Second Vice Mayor Williams.  
Motion Carried 5-0.**

**APPROVAL OF MINUTES:**

**Motion Commissioner James to approve the minutes of the January 24, 2019 Commission Meeting.  
Second Vice Mayor Williams.  
Motion carried 5-0.**

## **AUDIT**

### **PRESENTATION OF THE 2017/2018 FISCAL YEAR AUDIT BY JAMES MOORE AND ASSOCIATES.**

Zack Chalifour, Partner of James Moore and Associates, presented the 2017/2018 Fiscal Year Audit. He reviewed the different Auditor's Reports. He gave an overview of the recommendations and comments.

### **ACCEPTANCE OF THE 2017/2018 FISCAL YEAR AUDIT.**

**Motion Commissioner Lavin to accept the 2017/2018 Fiscal Year Audit.  
Second Commissioner Jamison.  
Motion carried 5-0.**

Commissioner Jamison stated that he wants to make sure we keep 2 months in reserve. City Clerk Parham stated we do have a fund balance policy.

## **UNFINISHED BUSINESS**

### **APPROVAL OF CITY MANAGER HIRING NOTICE.**

Commissioner Lavin stated that the City Clerk made the recommended changes by the Commissioners.

**Motion Commissioner Lavin to approve the City Manager Hiring Notice.  
Second Commissioner James.  
Motion carried 5-0.**

### **UPDATE ON IMPACT FEES IN REGARD TO POVERTY LEVEL GUIDELINES.**

Jennifer Stull, Finance Director, presented the Federal Poverty Level Guidelines and gave the percentage of the discount.

Commissioner Lavin asked if this would need to be passed by Ordinance. City Clerk Parham stated it would. Commissioner Lavin explained this is a good guideline for staff to have.

Attorney Walker stated he has researched this, and the Commission has the authority to waive or reduces fees. He gives the Florida State Statue and explained there has to be a ninety-day notice.

Mr. Booth stated that this gives staff clear guidance.

Commissioner James stated she agrees that this gives them clear guidance.

Commissioner Williams explains that we are doing this to make it affordable.

Consensus to have the Attorney draft an Ordinance with the poverty guidelines.

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

Doris Wright spoke about her bill from two years ago and wants it off her bill. Mayor Jones explained we cannot address this at a meeting.

Tory Jackson and Billie Jackson spoke of minimum rates on sewer.

Betty Schumpert spoke of the Valentine Day luncheon and spoke of the oven and microwave at the Civic Center being hard; she asked for instructions on them. She asked about what fees could be waived for the use of the Civic Center. Mr. Booth explains.

Tanya Mcgrudel asked if her road can be paved, NW 178<sup>th</sup>. Mr. Booth advised that next year in the budget we will be improving the roads in that area.

Jerry Wakefield states that the Attorney's Office sent a letter to Windstream regarding his issue. He asked the Attorney for an update on this letter. Attorney Walker stated that they did email this letter to the Legal Counsel of Windstream. He states they did not get a response, and since then his office has called and left a message for the Counsel again. He states that they are ignoring us and there is not much more the City Attorney's Office can do. He gives the options to continue. He states he cannot take further action without direction from the Commission. Mr. Booth stated that we are no longer issuing permits to Windstream and if they operate without permits the law will be called in. He states that he feels that this should help get a response. Commissioner Lavin stated her concerns with this action, and that it will hurt other citizens.

Commissioner Jamison stated we need to light a fire. Mr. Wakefield asked if this commission if they have no duty or care to himself, his business or his customers. He states his contract is with the City not Windstream. He asks if the City supplies water to his Diner. Mr. Booth stated it is not that easy, we do at the best of our ability.

David Linch asked when can a citizen speak at a Commission Meeting. Mayor Jones stated that the audience can speak on any item on the Agenda. He spoke about First Friday Events and having alcohol at these events.

Yyvone Andrews asked about her driveway issue. Mr. Booth stated we will try to rectify.

**NEW BUSINESS**

**DISCUSSION ON POSSIBLE RATE INCREASE ON SOLID WASTE SERVICES.**

Mr. Booth explains that as previously discussed WCA has raised the rate that they will charge us for solid waste services. He stated that Finance Department negotiated for \$.50 less than originally proposed. Based on this increase, in order for the City not to lose revenue, the City will need to increase the garbage rates.

Jennifer Stull, Finance Director, explained that the increase for residential would go up \$2.50 and all carts would be going up \$2.50, and everything else across the board would go up 30%.

Commissioner Lavin asked when this would go into effect. Finance Director Stull explained this goes into effect May 1, 2019.

Commissioner Lavin left the meeting 7:38pm and returned 7:40pm.

Roger Ropez states he values his garbage men. He spoke on recycling and would like to see this City get involved in programs such as recycling and so forth.

Commissioner Jamison spoke of his concerns with the rate increases from WCA.

Commissioner Lavin explained that the City recently increased its commercial rates, and these increases are a significant increase to commercial. Skip McCall stated that in good faith he knows that no one wants increases. He states they are trying to do the right thing and be fair to all. He states they have been doing hard number crunching to make this work.

Commissioner Williams stated that we do appreciate that.

Commissioner Williams asked the citizens for input.

Commissioner Lavin states we are going to have a rate increase.

Raymond Jerome Lee Sr. suggested that they spread the increase out to the citizens, part the first year and part the second year so that they can prepare.

Steven Augusta asked the total increase. Mrs. Stull stated \$2.50.

Roger Ropez spoke of the concern of an increase and concern with the citizens that struggle.

Commissioner Williams explains that the increase is necessary to run the City. He speaks of this being a hard decision and speaks of having to look at the City as a whole.

Raymond Mobley appreciates what the Commission does. He speaks of change and having to address the short falls.

Ronald Wilson spoke of services and paying for the services.

Commissioner Lavin stated that she is not happy with the commercial increase, but being this company has worked with us, she is also not comfortable going out for bid.

**Motion Commissioner Lavin to accept the new contract extension for the next 5 years with WCA.  
Second Commissioner Jamison.  
Motion carried 5-0.**

**CONSIDER APPROVAL OF BID FOR LAND CLEARING OF CITY LOTS.**

Mr. Booth stated the bids came in more than we budgeted.

Mayor Jones stated that homeowners were complaining about the over growth, and if we are going to donate this land do, we need to clear them.

Commissioner Jamison left the meeting at 8:17 pm and returned at 8:17 pm

**Motion Commissioner Jamison to table Item #2 and to go to Item #3 and come back after Item #3.  
Second Commissioner Lavin.**

**Motion carried 5-0.**

**DISCUSSION ON POSSIBLE DONATION OF CITY OWNED LOTS AND ENTERING INTO  
AN AGREEMENT WITH COMMUNITIES THAT CARE – COMMUNITY LAND  
TRUST FOR THE DEVELOPMENT OF THE LOTS.**

Commissioner Lavin stated she put this on the agenda to discuss in order to address the issues with the lots and help the community. She speaks of a Community Land Trust and explains the Land Trust. She states that she is committed to finding ways to have affordable housing for new families.

Gary Henkins, Community Land Trust, states that the committee feels that they would like a firm commitment from the City for the lots in order to take this to the next step and invest in the community.

Commissioner Williams stated that he needs to hear more about what is going to go on these lots and how this would work. He states that he feels we need to have a workshop with all the community and others as well. He states we should never go into a community and decide for them.

Commissioner Williams stated we need to have a workshop. Mr. Henkins states they are about the community and that the community should be the driving force.

Commissioner Jamison stated we can have a workshop and have it in the community.

Commissioner James stated there may be others that want the lots. Mr. Henkins stated that the Community Land Trust can work with non-profit or for-profit developers.

Ronald Wilson stated we have gone through this before. He states that you are going to have to identify people that may be able to purchase a home. He states that he to thinks there should be a workshop.

Brandy Williams spoke of Patricia Gardens going down. She spoke of the all-around things that are involved and what needs to be looked out when it comes to affordable housing. She spoke of real affordable housing and making it truly affordable and helping it be sustainable for a family all around. She speaks of what information should be given to the community.

Raymond Mobley stated affordable housing and low-income housing are different. He speaks of mortgages and how appraisals work. He states that everyone would benefit from a workshop.

Consensus to schedule a workshop.

**CONSIDER APPROVAL OF BID FOR LAND CLEARING OF CITY LOTS.**

Came back to this item.

Commissioner Jamison stated we told the community we would clear the lots, we need to do that.

Commissioner Lavin stated that we received money from the sale of lots, and we said we were going to use the money from those sales for this. She states we told the community we would do this, and we need to.

Mr. Booth explained the process of clearing the lots.

**Motion Commissioner Jamison to accept the Bid from Watson C & D for \$14,338.00 for the clearing of the nine specified lots.**

**Second Commissioner Lavin.**

**Motion Carried 5-0.**

**REVIEW OF DECEMBER 2018 FINANCIAL STATEMENTS.**

Mr. Booth explained that the financials look okay, except for overtime. He stated that we have put a control on spending at this time; no training and travel and all overtime has to come through him. He adds that any spending over \$500.00 has to go through them. He states that he wants to do a moratorium now on spending and leave funds for the new City Manager.

**CITY ATTORNEY REPORT/UPDATE**

Nothing at this time

**CITY MANAGER REPORT/UPDATE**

Advised that the paving in Southside is starting, that was torn up from the project.

Advised we saved money in the Railroad paving project.

Advised we are about to go out to bid for the Wetlands Project.

Advised the Phase I Sewer project will put the lift station in operation and then connect three homes at a time.

Advised City Clerk Parham will be Acting City Manager next week while he is out of town.

Advised that Oak Ridge II has decided they are not going to move forward.

Advised the Farm Share will be at the Civic Center on March 16, 2018.

### **COMMISSIONERS**

Commissioner Lavin advised that February 24, 2019 is Community Sunday at Allen and has invited the Commission.

Commissioner James advised the Chamber is having the City-Wide Yard Sale on March 16, 2018 behind City hall.

Commissioner Jamison- nothing at this time.

Vice Mayor Williams asked about the Ordinance for the Cemetery. City Clerk Parham stated we are working on the cemetery rules to go with the Ordinance.

Mr. Booth advised the road in front of the First Baptist Church, we have had a contractor volunteer to replace that road.

### **MAYOR**

Advised that on March 21, 2019 she will be traveling to Denver.

**Motion Commissioner James to adjourn  
Mayor Jones adjourned the meeting at 9:01 p.m.**