

## COMMISSION MEETING

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Mayor Woods announced that if anyone in attendance wishes to speak regarding a motion he asked for them to stand or raise their hand and he will acknowledge them for their comment.

Mayor Woods called the meeting to order. Present were Commissioner Carolyn B. Spooner, Commissioner Tommy Chastain, Commissioner Danny Nugent, Commissioner Wilbur Waters, City Clerk Ricky Thompson, Police Chief Jeff Johnson, Fire Chief Tom Rowe, and Attorney Dan Sikes.

Mayor Woods gave the invocation and led the pledge of allegiance to the flag.

Mayor Woods entertained a motion to accept the minutes of the City Commission Meeting December 16, 2014.

Commissioner Chastain made the motion, second by Commissioner Nugent; Motion passed 5-0.

Mayor Woods entertained a motion to accept the minutes of the Special City Commission Meeting December 23, 2014 for the City Manager's Contract. Commissioner Nugent made the motion, second by Commissioner Chastain; Motion passed 5-0.

Mayor Woods Entertained a motion to accept the minutes for the City Manager Interview Workshops, December 15, 2014.

Commissioner Waters made the motion, second by Commissioner Chastain; passed 5-0.

Chief Rowe announced that ISO will be here Friday, January 16, 2015 for an inspection on the Fire Department and Dispatch Center. We will be graded on this inspection and will take a couple of months to receive the results back.

We currently are at a 5 but it has been seven years.

Clerk Thompson reported the Bond Trustees met along with Commissioner Nugent and recommended the bills be paid.

Commissioner Nugent offered a motion to pay the bills based on the recommendation of the Bond Trustees, second by Commissioner Spooner; passed 5-0.

Clerk Thompson presented a agreement for approval for the Zoning Administrator Consultant.

Mayor Woods suggested tabling this agreement to give time to look at the contract plus he would like to discuss with Lajuan Whittle where she is at. The new city manager is experienced with code enforcement, building and zoning and to see what kind of ideas to get Ms. Whittle trained.

Commissioner Waters asked to table the agreement and ask Clerk Thompson to give the commission a print out of what was charged, the hours she will work, what she will be doing. He would like to study it so he would have a better answer for the next meeting.

Mayor Woods added currently the city pays Ms. Thompson on average \$800 per month and she is working 2 days a week. There is quite a lot of learning for building and zoning for Ms. Whittle.

It was agreed to table the agreement.

Clerk Thompson presented resolution 2015-05; Amending the User Fees and Chagres.

He explained that when the fees were being reviewed it was found that the sketch plan fee components we were not charging for. They have added and the fee schedule now matches the county's.

Attorney Sikes read the title for adoption.

#### **RESOLUTION 2015 – 05**

#### **A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF STARKE, FLORIDA AMENDING THE SCHEDULE OF USER FEES AND CHARGES FOR MATTERS PERTAINING TO THE CITY OF STARKE COMPREHENSIVE PLAN AND LAND DEVELOPMENT CODE; AND ESTABLISHING AN EFFECTIVE DATE**

WHEREAS, the City Commission finds it in the best interest of the safety and welfare of the citizens of the City of Starke, to establish a Zoning Department, and

WHEREAS, Article 1, Section 1-15, of the City of Starke Land Development Code provides that the City Commission may promulgate fees to charge citizens under this Article by Resolution, and

WHEREAS, the City Commission finds it is in the interest of the safety and welfare of the citizens of the City of Starke, to collect fees from users of services of the Department of Planning a Zoning of the City sufficient to offset the costs of administration, inspection,

publication of notices and similar items relating to the administration of the Land Development Code of the City, and

WHEREAS, the City Manager in conjunction with the City Zoning Office will review the user fees and make recommendation to the City Commission to adjust from time to time the following fees'

BE IT THEREFORE RESOLVED:

1. The following fees are established for users of the services of the City of Starke Planning and Zoning Department:

A. Application for DRI (Development of Regional Impact) Plus \$1,500.00 for each additional Land Use Classification	\$10,000.00
B. APPLICATIONS FOR AMENDMENT TO THE FUTURE LAND USE MAP Regular (over 10 acres of land or high density) Small (ten acres or less)	\$ 2,100.00 \$ 1,700.00
C. APPLICATION FOR REZONING	\$ 1,950.00
D. APPLICATION FOR SPECIAL EXCEPTION	\$ 750.00
E. APPLICATION FOR VARIANCE	\$ 750.00
F. APPLICATION FOR SIGN REVIEW FEE	\$ 100.00
G. APPLICATION FOR BOA ( BOARD OF ADJUSTMENTS) FOR REVIEW OF ADMINISTRATIVE DECISION	\$ 500.00
H. APPLICATION FOR SITE AND DEVELOPMENT Plus Engineer Cost (to be paid before approval)	\$ 350.00
I. APPLICATIONS FOR SUBDIVISION REVIEW MINOR SUBDIVISION Plus Engineer Cost (to be paid before approval)  MAJOR SUBDIVISION Plus Engineer Cost (to be paid before approval)	\$ 350.00 \$ 700.00
<b>J. APPLICATION FOR SKETCH PLAN REVIEW</b>	<b>\$ 500.00</b>
<b>K. APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE</b>	<b>\$ 100.00</b>
L. CERTIFICATE OF ZONING COMPLIANCE	\$ 25.00
M. FLOOD MAP/WETLAND DETERMINATION	\$ 25.00
N. COPY OF THE LAND DEVELOPMENT CODE	\$ 45.00
O. COPY OF COMPREHENSIVE PLAN	\$ 45.00

P. COPY OF LAND DESIGN STANDARDS	\$	45.00
Q. COPY OF FUTURE LAND USE MAP	\$	20.00
R. COPY OF ZONING MAP	\$	10.00

2. All fees collected pursuant to this resolution are non-refundable unless said fees were collected in error by the City of Starke.
3. This resolution shall be effective immediately upon adoption by the City Commission of the City of Starke, Florida.
4. Resolved and adopted, with a quorum present and voting, by the City Commission of the City of Starke, Florida this 6<sup>th</sup> day of January 2015.

City of Starke  
City Commission

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Travis V. Woods, Mayor

Tommy Chastain, Commissioner

Danny Nugent, Commissioner

Carolyn Spooner

Wilbur Waters, Commissioner

Travis V. Woods, Commissioner

ATTEST:

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Ricky Thompson, City Clerk

Commissioner Waters made the motion to adopt Resolution 2015-05, second by Commissioner Chastain;  
Commissioner Chastain asked the only thing added was items for J and K?  
Clerk Thompson responded yes.  
Motion passed 5-0.

Clerk Thompson presented the City Manger's Contract for approval.

Mr. Ernharth has signed the contract and now need approved for mayor's signature.

Commissioner Spooner asked the reason for changing the probation period from 9 months to 6 months?

Mayor Woods explained through the negotiation it went back to 6. Originally it was put at 9 months so the increase would go into the 2016 budget year, since we are currently working in the 2015 budget.

She also questioned the evaluation of satisfactory to receive the raise. She thought it should be above satisfactory probation period.

Mayor Woods responded he appreciated her comments. He felt she should have attended the special meeting or informed Clerk Thompson of her concerns.

Attorney Sikes explained the satisfactory within the probation period is up to the commission to determine what is satisfactory. He doesn't see it as an automatic increase. It would be at the decision of the commission.

Mayor Woods entertained a motion to accept the contract and permit him to sign it. Commissioner Chastain made the motion, second by Commissioner Nugent; passed 4-1. Commissioner Spooner opposing due to the language of the agreement she stated.

Clerk Thompson presented the Bid Recommendation for the 301 Pump Station. He asked the engineers if the commission accepts the lowest bid does that it mean the city is committed to do the project or pending the funding? The bid is higher than expected.

The engineer stated if there is a question of the funding he recommended the commission not awarding the bid. Attorney Sikes agreed.

Clerk Thompson also stated there is still no signed developer's agreement.

Mayor Woods suggested tabling the award of the bid until funding can be secured.

Clerk Thompson received information on the fountain for the Pratt Street retention pond the estimated cost is around \$8,000 including electrical.

He also inquired about a price the city would want to contribute toward fireworks.

He received the site plan for Beef O Brady's and additional information is needed.

He informed the commission of the scam that is continuing relating to paying electric bills.

Attorney Sikes read a letter from Governor Rick Scott regarding Florida First Responder Appreciation Week, January 5-9, 2015. The letter is attached behind the minutes.

Mayor Woods entertained a motion to declare January 5-9, 2015; Florida First Responder Appreciation Week in the City of Starke. Motion was made by Commissioner Spooner, second by Commissioner Waters; passed 5-0.

Attorney Sikes reported he had a telephone conference with Mr. Willis relating to the Imamate Domain with DOT. Mayor Woods will be scheduling a workshop to discuss this.

Mayor Woods asked the board to schedule a workshop for Tuesday, January 20<sup>th</sup> at 6:00 PM.

Mayor Woods asked if anything additional needed to come before the board. Hearing none, he called for a motion to adjourn.

Commissioner Waters made the motion to adjourn the meeting, second by Commissioner Chastain; passed 5-0.

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Travis V. Woods, Mayor  
Commissioner Tommy Chastain  
Commissioner Daniel Nugent  
Commissioner Carolyn B. Spooner  
Commissioner Wilbur L. Waters

Attest: \_\_\_\_\_  
Ricky Thompson, City Clerk



**RICK SCOTT**  
GOVERNOR

December 31, 2014

The Honorable Carolyn Spooner  
Mayor  
Starke  
Post Office Drawer C  
Starke, Florida 32091-1287

**Re: Florida First Responder Appreciation Week, January 5-9, 2015**

Dear Mayor Spooner:

As our state continues to mourn the recent loss of law enforcement officers, we are reminded that our law enforcement officers, firefighters, and paramedics face dangerous and uncertain situations every day. For their bravery and selflessness, we owe them our gratitude and appreciation.

To honor our first responders who risk their lives every day to protect Florida families, visitors, and businesses, I have declared next week, January 5-9, as Florida First Responder Appreciation Week. Throughout the week, I invite you to join me in encouraging Florida's cities and community partners to take time out of their day to show first responders and their families how much we value their service to our cities, counties, and state. Florida First Responder Appreciation Week is a great opportunity to say, "Thank you," to the first responders who keep us safe.

Thank you for your hard work every day, and I look forward to continuing to work with you to make Florida the number one place in the world to have a great job, grow a business, and raise a family.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rick Scott".

Rick Scott  
Governor