

COMMISSION MEETING

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

Commissioner Chastain gave the invocation and led the pledge of allegiance to the flag.

City Clerk requested to add Andy Easton to the agenda for the 2015 Community Development Block Grant.

Mayor Nugent also added he will move Item 9E to after the acceptance of the minutes due to the number of people present

Mayor Nugent entertained a motion to adopt the minutes from Commission Meeting January 5, 2016.

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

Mayor Nugent entertained a motion to adopt the minutes from Commission Workshop January 5, 2016; City Attorney Interviews.

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

Mayor Nugent addressed agenda item 9C for discussion on the Recreation Lease Agreement.

Mr. Ernharth gave a brief overview of the discussion at the last meeting. He provided all the changes to the agreement to the Bradford Parents Athletic Association (BPAA). After discussion they feel they could not handle the utility split of 50 – 50. Mr. Brad Chapman is here to discuss the changes.

Mr. Chapman, President of the PBAA had a copy of the budget and the association's treasurer Angela Hampton was present to discuss the budget.

The City requested to receive yearly financial statements from BPAA to assist with budgeting the next year.

Ms. Hampton gave the 2014 financial income statement. BPAA have never been asked for a copy in the past years and she ask that the request be in writing.

Mr. Ernharth will make the necessary changes to the agreement to include a copy of the financial statement be provided to the City each year, some type of control put in place regarding the lights used at night; he will bring the agreement back to the commission for approval at the next meeting.

Mayor Nugent called the first public hearing to order for the 2015 Community Development Block Grant.

Grant Administer Mr. Andy Easton addressed the commission regarding the purpose of the meeting.

The CDBG program provides funding to local governments for community improvements.

One of the three categories may be selected for an application to be submitted.

- Housing (repair/replace substandard housing)
- Neighborhood Revitalization (repair city infrastructure)
- Commercial Revitalization (downtown streetscape improvements)

The Citizen Advisory Task Force (CATF) met at 6:00 and recommended the city submit an application for the Neighborhood Revitalization due to the sewer problems and constraint order with the Department of Environmental Protection (DEP).

Along with submission of a grant application in one of these categories the city may also submit an application in the Economic Development category. Funds may be used to provide a business with low interest loan or can be used to construct an access road or water and sewer line extensions.

Mayor Nugent requested any public comments; hearing none he closed the public hearing.

Mayor Nugent entertained a motion to accept the recommendation of the CATF to submit an application in the Neighborhood Revitalization category.

Commissioner Woods made the motion to accept the recommendation, second by Commissioner Chastain; passed 5-0.

Mr. Ernharth informed the commission that he and Clerk Thompson discussed the appointment and the Commission interviewed two (2) equally qualified applicants Daniel Sikes and Vose Law Firm .

They feel it is down to the amount of emphases you want to put on the local preference.

Commissioner Woods made the motion for Dan Sikes to remain as the city attorney, second by Commissioner Waters;

Commissioner Waters asked if the contract is set on a one year contract and suggested to have a 2 year to 4 year contract. There was additional discussion for the points of availability and local preference going forward not to waste outside firms time. Mr. Sikes will be running for judge and the city might be looking for a replacement. The motion passed 5-0.

Attorney Sikes addressed the comment the state auditor made. The comment was there should be periodic reviews of contractor, meaning the city doesn't have to do a Request for Proposals every year. If the city is unhappy with service they are receiving that is different.

Julie Marsh, 628 Lafayette Street; addressed the commission regarding safety issues on the street she lives on. People traveling to and from church on Wednesday and Sunday are driving fast and with elderly that walk dogs and something needs to be done to slow vehicles down.

Chief Johnson added he has discussed this with his officers and it is something we are addressing. He had three run the stop signs at Orange Street and Lafayette Street. The traffic is going off of Highway 301 more and using the side streets. Commissioner Woods suggested placing a blinking red light on the stop sign to remind the drivers to stop at that sign.

Chief Johnson will place a speed trailer on the street for two weeks and see if that helps reduce the speeders.

Chief Rowe reported he spoke with the roofing contractor and he has ordered the material and as soon as he receives the materials he will begin the project.

Mr. Ernharth recommended awarding the sidewalk construction project to Frank Hill Construction; there are seven sidewalks that need some replaced or repaired at a cost of \$21,148 and the sidewalks are located in District 1 and District 2.

Commissioner Spooner made the motion to approve the award of the bid, second by Commissioner Chastain; passed 5-0.

He reported that the Florida Department of Transportation (FDOT) has requested the city give a preferred option recommendation for which overpass project. He informed the commission FDOT Overpass Project Manager Stephen Browning was present .

Mr. Browning commented that all the details will be looked at and reviewed before final decision will be made for the State Route 100 option if that is the desire

option of the City. FDOT would like the ideas of the city and anticipates architect David Larson will be utilized to assist the city to develop the ideas.

Underground utilities will need to be a must.

Commissioner Spooner made the motion to select State Route 100 option for the overpass, second by Commissioner Waters; passed 5-0.

Mr. Ernharth requested a salary increase for Tommy Wheaton for completing his apprentice of his linemen training. The increase would be \$1.33 per hour and is consistent with what has been done since 1999 when they cleared their training.

Commissioner Chastain made the motion to approve the increase, second by Commissioner Woods;

Commissioner Woods referenced this would not be the last time this could happen and we need to work this into the policies.

Mr. Ernharth responded there is something in the new policy to address this and make sure there is something worked into the budget for this type of increases.

Motion passed 5-0.

Mr. Ernharth provided his bi monthly report; received a response from BCR and provided a copy to the commissioner. He requested to draft a response and bring it to the commission at the next meeting.

Attorney Sikes added he will need to see some documentations and make a recommendation at that time.

He reported the City received a request from Green Cove Springs to join them with supporting the changes in reporting requirements for FMPA.

Attorney Sikes added; currently FMPA is not reviewed by the Public Service Commission like other utilities and they don't have reporting requirements to them. Green Cove is requesting that FMPA have the same requirements as other utilities, which would give us procedural due process that we don't have right now and lead to more reasonable rates.

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

Commissioner Spooner made the motion to pay the bills, second by Commissioner Woods; passed 5-0.

He presented the December 2015 fuel adjustment rate stay where it is at \$20.90 per 1000 (0.02090).

Commissioner Spooner made the motion, second by Commissioner Woods; passed 5-0.

He requested an electric rate stabilization moratorium be set until the fuel adjustment exceeds the 0.0455 per kwh.

Commissioner Spooner made the motion to approve the moratorium, second by Commissioner Chastain; passed 5-0.

He requested the commission to decide the location of the Northeast Florida League of Cities Dinner locations we will be hosting on February 18, 2016. We received two quotes; conference centers came in at \$425 and the Armory is \$150.

Commissioner Woods motion to select the conference center at \$425, second by Commissioner Spooner;

Mayor Nugent commented the armory is a bigger facility with the same amount of parking and is lower in cost.

Commissioner Woods responded that we only host the event every four years and would like to leave a good impression.

Motion passed 5-0.

Clerk Thompson provided information on Bill Boards that will be placed; he submitted the work plan for the DEO Grant and we should receive a contract by the end of the week; and submitted for the application for the Master Mapping. He provided photos that he took last week when he was in Lakeland of a festival held within the downtown square. He will discuss this with the Chamber.

Commissioner Waters referenced the engineering fees for the work at the Transition House. He would like that money refunded back to the city.

Mr. Ernharth stated Transition House is aware they need to reimburse that cost.

Commissioner Chastain suggested looking at seating for the Downtown Square. He ask if there has been a date set for the Annual Bike Festival. Clerk Thompson responded it should be done at this Thursdays Tourist Development Committee meeting.

The shoulder in front of Beef O'Brady has that been addressed? Mr. Ernharth responded it is being worked on to get milling spread out to make additional parking.

He requested Mr. Ernharth work up a draft ordinance to allow the repair of water leaks two feet past the meter on the customer side.

Mr. Ernharth added the current ordinance states the city is responsible to the meter box but from the meter box to the home is the property owner's responsibility.

Commissioner Chastain asked for the next agenda to start the process of advertising for the demo of the old Badcock building.

Commissioner Chastain recommended with the Presidential election to place on the ballot to have the City Clerk position be appointed.

Commissioner Chastain ask the status of the water rate study. Mr. Ernharth responded it should be going out by the end of the week.

Commissioner Spooner thanked everyone for the participation in the Martin Luther King Day celebration.

She stated there is still an issue with speeding motor cycles on Old Lawtey. She referenced the Strategic Plan and getting input from the steak holders. She ask Clerk Thompson to make sure the SCOP Grant writer doesn't miss opportunities for submitting for grants such as the roads.

Mayor Nugent asked for the commissioners to get with Mr. Ernharth regarding sidewalks to get these issues taken care of.

He also mentioned some pot holes that need attention.

He stated he is still receiving complaints regarding garbage pick up.

Mayor Nugent asked if any additional information needed to be brought in front of the board. Hearing none he entertained a motion to adjourn.

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

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

Attest: _____
Ricky Thompson, City Clerk

COMMISSION WORKSHOP

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Present were Mayor Danny Nugent, Commissioner Wilbur Waters, Commissioner Travis Woods, Commissioner Tommy Chastain, Commissioner Carolyn B. Spooner, City Clerk Ricky Thompson, and City Manager Tom Ernharth.

Mr. Davis was present to talk to the commission. He was informed the meeting began at 6:00 PM. Mayor Nugent permitted him to speak before the workshop discussion.

Mr. Davis addressed the commission on behalf of the Bradford County Education Foundation in regards to input on the three year plan for the Foundation. He provided a pamphlet that explained the foundation.

Mayor Nugent called the workshop to order regarding the Community Redevelopment Area and turned it over to Mr. Ernharth.

Mr. Ernharth addressed the current CRA and how it is upside down. We are looking into reestablishing the CRA. Currently he is working on the Finding Necessity Report that looks at the area we are looking at to be our CRA.

The parameters of the CRA now need to be established.

He had a map to draw out of the new area and define why they should be included. He has spoken to the Chamber and other people the focus will be US Highway 301 with the Truck By-Pass coming and with the possible over pass on State Route 100 and downtown.

This is the purpose of the workshop to make sure the Commission is on the same thought process and to define the areas to complete the report and move on to the next stage in the CRA.

Commissioner Spooner requested to add some of the business area along State Route 16.

Mr. Ernharth added the larger the area means the more taxes not coming into the general fund which needs those funds.

The map is to include the area within Market Road going South to Walmart Intersection; East from CSX to West boundaries Orange Street to Weldon Street East to McMahan Street North to Market Road.

With no additional discussion the workshop was closed.

Daniel W. Nugent, Mayor
Commissioner Tommy Chastain
Commissioner Daniel Nugent
Commissioner Carolyn Spooner
Commissioner Wilbur Waters

Attest: _____
Ricky Thompson, City Clerk