

CITY OF MACCLENNY
Regular Meeting
March 8, 2016
6:00 p.m.

The City Commission met in a regular session, Tuesday, March 8, 2016 with the following present: Mayor Gary Dopson, City Manager Phil Rhoden, City Attorney Frank Maloney, Commissioners Mark Bryant, Sam Kitching, Cecil Horne Jr., and Danny Norton and Council Secretary Deanna Dinkins.

Mayor Dopson called the meeting to order. Commissioner Kitching opened the meeting with prayer, followed by a pledge to the United States Flag.

Old Business:

City Attorney Frank Maloney read **Ordinance 16-02** by title only, an ordinance amending the City of Macclenny Land Development Regulation to Repeal Chapter 7, Article 1, 7-1 through 7-29 – Flood Hazard Areas of the Unified Land Development Regulations; and Reserving Those Section 7-1 through 7-29; to Adopt a New Chapter 7, Article IV, 7.101 Through 7.181 Now Reserved – Flood Hazard Areas; To Adopt Flood Hazard Maps, to Designate a Floodplain Administrator, to Adopt Procedures and Criteria for Development in Flood Hazard Areas and for Purposes; to Format Technical Amendments to the Florida Building Code; Providing for Applicability; Repealer; Severability; and an Effective Date. City Attorney Maloney reminded the council that when the first reading took place we were awaiting approval from the state and federal levels; we have received final approval and the only change is in the numbering in order to coincide with the municipal code corporation. The ordinance is exactly the same as it was for the first reading with the exception of the numbering only. Commissioner Kitching asked if there needs to be a reference made to the numbering change in approving the final reading, and City Attorney Maloney stated in his opinion there does not have to be an amendment since the changes were numbering only. Commissioner Kitching made a motion and was seconded by Commissioner Bryant to approve the final reading of Ordinance 16-02. There were no questions or comments. Voting was unanimous. Motion carried.

City Attorney Frank Maloney read **Ordinance 16-03** by title only, an ordinance amending the City of Macclenny Code of Ordinances, Chapter 6, Buildings and Regulations, Article II Building Code; Amending Section 6-26 and 6-27; and Providing for an Effective Date. Commissioner Kitching made a motion and was seconded by Commissioner Bryant to approve the final reading of Ordinance 16-03. There were no questions or comments. Voting was unanimous. Motion carried.

New Business:

Tim Norman with Mittauer and Associates was present to discuss and get the Council's approval for Amendment No. 2 to the Legislative Appropriation Funding (see attached presentation). Mr. Norman began by reminding the Council the City received \$1 million legislative appropriation funds in October 2014. As we have moved forward with the project, it has become necessary to modify the original scope of work and budgetary figures to be more reflective of exactly what needs to be done to make the best use of the funds available.

The number one priority was to construct a pump station at Turkey Creek, and this is about 60% complete. We are awaiting the arrival of the pumps and expect to be complete in about a month. We originally budgeted a projected construction cost of \$325,000; however when the project went out to bid, the bids came in higher than our budget figures. Therefore we are modifying the amount for Task #2 to reflect the contract price of \$466,140.52 so we will have the funds on the correct line to pay the contractor.

Task #3: The engineering portion of the sewer system evaluation survey has been completed and billed so there is no modification needed on this line item.

Task #4: The sewer system evaluation survey, which includes evaluation, cleaning and inspection of the sewer lines, and is taking place now, is the main area where we are requesting a change in the funding. There was originally \$300,000 of appropriation funds allocated for this task. However, since that time the City has been approved for a State Revolving Fund (SRF) loan,

with 64% loan forgiveness. Mr. Norman said it is his recommendation to shift the sewer system evaluation survey costs to the SRF loan, which will free up appropriation funds.

Task 5: Provides \$66,500 to prepare plans and specifications for the CDBG (Community Development Block Grant). The City is eligible for a \$700,000 CDBG grant for sewer rehabilitation, and in order to be competitive in that program we need have to have plans and specs ready.

Task 6: We budgeted \$66,500 for sewer rehab and replacement construction. We are recommending this task be paid for with funds from the SRF.

Task 7: The first modification was to allow the City to purchase SBR motive pumps for the sewer plant. The pumps have been received, and we just need to amend the budget line to represent the actual amount paid.

After all of the budget line items are modified and some items transferred to being paid out of SRF Funds we will have a balance of \$252,639.48 in Legislative Funds. Mr. Norman presented the Council with his recommendation to allocate these remaining funds to use for preconstruction design services. He explained if we use the funds we already have to prepare preconstruction design services, it will allow us to apply for construction funding with SRF a year early and hopefully retain the principal forgiveness. There was further discussion about the State Revolving Fund (SRF) Program and how they determine loan forgiveness and other details. Mayor Dopson asked if staff has researched this. Manager Rhoden said he has met with staff, and they have had discussions with Mittauer and the contractor performing the work, and all appear to be in agreement this is the best option for the City. Commissioner Horne asked if there are any drawbacks we are not aware of. Mr. Norman said we are shifting money to engineering costs, but those costs would be incurred anyway; it's simply which pot of money do we want to pay it from. He said this will give us a "shovel-ready" project, which will likely increase our chances of future funding.

Manager Rhoden stated Florida Rural Water developed a Fiscal Sustainability Plan as required by the State Revolving Fund Program at no charge. As part of the plan, our system, processes, and structures were evaluated. While our plant is in good shape, we know our collection system is not in the best shape. However, we feel Florida Rural Water was too critical of some of the areas and are concerned many of their statements appear to be more mandates than recommendations. We have communicated with Troy Cassidy, from Florida Rural Water regarding some of the comments, and he is willing to make some revisions. Mr. Norman is working with Mr. Cassidy to discuss our concerns and make revisions before the finalized plan is presented.

Commissioner Norton asked Mr. Norman how long he expects the project to take. Mr. Norman replied whatever we decide to build in the first phase will likely take 2½ to 3 years. Manager Rhoden said we are committed to functioning within the budget that we have, and there are no plans for a tax increase in order to fund the sewer improvements. Mr. Norman added the plan is to not simply patch bad areas. Commissioner Bryant made the motion and was seconded by Commissioner Kitching to approve the recommended changes as presented for Amendment Number 2 to the State Financial Assistance Agreement, DEP Agreement LP12050. Voting was unanimous. Motion carried.

Manager Rhoden said we have been contacted by the family of the late Sadie Mae Crawford who passed away 3½ years after her home was improved via a Community Development Block Grant (CDBG) to see what needs to be done to have the lien released on their mother's home. One of the grant requirements was that the homeowner remain in the home for seven years. Manager Rhoden went on to say that half of the borrowed amount would be due and would amount to approximately \$12,500. If repayment is required, the money would go to the Department of Economic Opportunity. The Council has the right to forgive the remainder of the lien, per the City's Housing Assistance Plan (HAP). Commissioner Kitching made the motion and was seconded by Commissioner Bryant to forgive the balance of the deferred payment loan.

Emergency Business:

Manager Rhoden reported the County Recreation Director has asked about closing the roads at the baseball fields for the entire season. There are currently gates that are closed during the games and opened again afterward by volunteers. Commissioner Kitching asked if this semi-

permanent closing would decrease parking. Manager Rhoden pointed out the large, fenced area that would still be available, and went on to say there shouldn't be anyone parking within the closed gates anyway. Commissioner Bryant asked how we would determine if the road closure is a success or failure. Mayor Dopson responded the Little League folks will provide feedback. There was discussion regarding proper signage, reflective tape, and barricades to reduce the risk of someone running into the closed gate. Fire Chief Dugger explained that Florida Department of Transportation has guidelines that we will follow to properly mark the closings. Manager Rhoden stated that the City will prepare the signs according to FDOT standards, and any additional expenses will be discussed with the County Recreation Director. Commissioner Norton made the motion and was seconded by Commissioner Bryant to pass Emergency Ordinance No. 16-04, A Bill to be Entitled an Emergency Ordinance Relating to the Closing of West Ohio Avenue and North 8th Street at the Baseball Fields for Little League Season to all Traffic; and an Effective Date. Voting was unanimous. Motion carried.

In other business was the approval of the minutes. The following minutes were submitted for approval:

§ Regular Meeting: February 9, 2016

Commissioner Kitching made the motion to approve the minutes and was seconded by Commissioner Bryant. Voting was unanimous.

In other business was the review of the bills for February. Mayor Dopson asked about the annual termite treatment at Macclenny Products, and Manager Rhoden stated this is the water tower at that location. Mayor Dopson asked that we make this notation clearer in the future. Mayor Dopson asked if the expenditures to reset the pedestrian pole would be reimbursed. Manager Rhoden stated that we did not have an accident report or know who the trucking company was that knocked it down. He went on to say that this is a frequently occurring event and he is considering having a camera installed at that location. Commissioner Kitching made a motion to approve the bills and was seconded by Commissioner Bryant. Voting was unanimous.

Comments from the Board:

Manager Rhoden reported the conflict boxes are in and the Buck Starling Road project is progressing. The pipe will be laid in a few days and paving should be started soon.

Mayor Dopson asked about the status of the Turkey Creek project. Tim Norman, with Mittauer and Associates, replied we are waiting for the pumps to come in. There is still paving to do, and the project should be complete in about a month. Manager Rhoden added the Fire Department utilized the lift station for confined space training.

Mayor Dopson asked if a meeting has been scheduled with the County regarding the volunteer firefighters training with City firefighters. Manager Rhoden reported the meeting is set for March 15th.

With no further comments from the audience, Mayor Dopson adjourned the regular meeting.



A handwritten signature in black ink, which appears to read "Gary Dopson", is written over a horizontal line. Below the signature, the text "MAYOR GARY DOPSON" is printed in a sans-serif font.

ATTEST:

A handwritten signature in black ink, which appears to read "Phil Rhoden", is written over a horizontal line. Below the signature, the text "CITY MANAGER/ CLERK PHIL RHODEN" is printed in a sans-serif font.