

**FINAL MINUTES FOR THE CITY COUNCIL HELD
MAY 17th, 2010 @ 6:30 P.M. IN THE CITY HALL**

Invocation by Councilman Gavin Rollins followed by Pledge of Allegiance.

ROLL CALL – Mayor Mary Lou Hildreth, Councilman Sam Abrahamsen, Councilman Gavin Rollins, Councilman Paul Yates, City Attorney Rob Bradley, City Manager Karen Nelson and Assistant City Manager Annette Ricks were present. Vice Mayor Tony Brown was absent due to illness.

Public Comment from visitors, City and Non-city - None

Awards and recognition: None

Proclamations: National Garden Club for June 2010 – The Mayor read the Proclamation and presented it to the Club.

OP Medical Center Trauma Unit Application Resolution – Mayor Hildreth read the Resolution and presented it to the Marketing Director of OP Medical Center.

Public Hearings: First Reading

Amend Ordinance 2005-391 – Canvassing Board – Councilman Rollins made a motion to read by title only. Seconded by Councilman Yates. Voice voted and motion passed 4-0.

Mayor Hildreth opened the floor for the Public Hearing. No comment received. Mayor Hildreth closed the Public Hearing and brought it back to council for comment. None received.

Amend Ordinance 2010-496 - Utility Tax increase - Councilman Yates made a motion to read by title only. Seconded by Councilman Abrahamsen. Voice voted and motion passed 4-0.

Mayor Hildreth opened the floor for the Public Hearing. No comment received. Mayor Hildreth closed the Public Hearing and brought it back to council for comment. The mayor reminded everyone this ordinance is being presented to change the effective date of the increase. The increase was approved earlier in the year.

CONSENT AGENDA

Approval of City Council minutes – April 19th, 2010. CRA, April 19th, 2010. CAC, April 15th, 2010. B&F minutes, March 25th, 2010 & April 22nd, 2010. Charter Review, April 12th & 23rd, 2010.
Approval of accounts payable

Councilman Yates made a motion to accept the Consent Agenda. Seconded by Councilman Rollins. Voice voted and motion passed 4-0.

Mayor's report

FDOT Streetscape Enhancement application has been submitted.

SRTS application has been submitted to FDOT.

CDBG grant opportunity is being looked at for rehab of housing for low to moderate income residents.

The Lake Area Ministries dinner was a huge success with over 300 people attending.

The Garden Club of the Lakes was awarded 1st place for their SR 100 Wildflower project.

Florida League Board of Mayors meeting went well.

Florida League City and County Manager's conference went very well.

2nd Annual Bike ride for the Billy Hagen scholarship fund is coming up soon.

Bob Oehl is starting a new breakfast flying "club" the first Saturday of the month.

CERT classes starting June 10th @ 6:30 p.m. in the Keystone Heights council room.

May 20th, 2010 @ 2:00 is the next B&F meeting.

Jax Beach is hosting the May 2010 NE Florida League of Cities dinner this year

OLD BUSINESS – Status Reports

City Manager's Contract – Rob Bradley said there was give and take from both sides of the contract. Karen Nelson offered to take a salary reduction and showed great leadership. Both Councilman Yates and Rob Bradley feel that Karen worked with them very nicely on the vacation leave balance. This issues will be dealt with head on and it cleans up the accounting once and for all. Rob Bradley feels the city is getting

and excellent deal with this contract. Rob recommended the contract be approved. Councilman Yates produced a chart showing Vacation deferral versus Pay-As-You-Go. Chart will be attached to the minutes. **Councilman Yates made a motion to approve the contract as written. Sam Abrahamsen seconded. Voice voted and motion passed 4-0.** Mayor complimented Karen Nelson on a job well done.

Keystone Beach Park issues - City Manager Karen Nelson explained to council the charging of visitors to the beach could help control vandalism. A trial run will begin the week of Memorial Day. Hopefully this fee will cover the cost of hiring two part-time employees. The mayor said this fee will not equate to a real revenue source for the city but maybe help offset the cost of the workers.

Mayor Hildreth made a motion to authorize city staff to charge \$1.00 per head from Memorial Day through Labor Day. Councilman Yates seconded. Voice voted and motion passed 4-0.

COMMITTEE REPORTS

Budget and Finance - Councilman Yates

The Budget and Finance Committee is looking at Staff recommendations for seasonal User Fees at the Beach Park from 10:00 a.m. until 4:00 p.m. daily (peak usage). Fees would support part-time seasonal staff at the Beach Park daily during peak hours. The Committee is awaiting additional information from the City Manager.

The Budget and Finance Committee has reviewed the Staff analysis of cemetery plot fees and burial permit fees charged by surrounding communities and recommends that the City's plot fee be increased from \$500 to \$600, and the burial permit fee be increased from \$25 to \$100.

The Budget and Finance Committee has reviewed the Staff analysis for maintaining the cemetery with the existing Public Works crew vs. hiring an additional part-time staff member. Based on excellent results and a 33% expense savings, the Staff and Committee recommend that the cemetery continue to be maintained by the Public Works crew and not hire an additional part-time staff member.

The Budget and Finance Committee has met with Emerald Waste (EWS) to discuss waste billing issues under the new waste management contract. Contract billing delinquency issues are producing considerable losses for both parties. EWS has not been able to enforce collection. A more robust waste bill collection process is necessary to ensure collections. The Committee seeks City Council guidance on how to proceed.

Option 1: Include waste billing as an assessment on County's annual Ad Valorem bill. This option is not available until November 2011 as it must be requested through ordinance by May 1 for inclusion in the next Ad Valorem bill. It is not yet known whether a change in waste vendor would be required.

Option 2: Allow EWS to continue billing, but use an alternative collection method for serious delinquencies, e.g. possibly assign to code enforcement, or use small claims court. In this instance, the City would incur additional costs and retain a collection fee out of funds collected and remitted to EWS. EWS has offered the City the 10% fee they now pay to their collection agency – but the amount is probably somewhat negotiable.

Hardship Assistance (Do we want to continue? Could County handle under their system?)

Vacancy Credits (Do we want to continue? Could County handle under their system?)

Staff still expects a preliminary 1st cut 2010/2011 Budget Draft for review by the Budget and Finance Committee by May, 20, 2010.

Mayor Hildreth made a motion to direct Rob Bradley to complete an ordinance increasing the cemetery plots to \$600 from \$500 and the burial fee to \$100 from \$25. Councilman Abrahamsen seconded. Voice voted and motion passed 4-0.

Mayor Hildreth recommended council review the recommendations listed above and talk to staff if necessary. A Special meeting will be scheduled for council and staff to discuss the Waste issues. EWS will not be invited to this Special meeting. The Waste account still continues to lose money. Rob encouraged council to put all options on the table to handle this critical issue.

NEW BUSINESS

Heritage Commission applications - Mayor Hildreth made a motion to reappoint LaDonna and Steve Hart and Deirdre Murphy. Councilman Yates seconded. Voice voted and motion 4-0. The rest of the Heritage applications were tabled until the next meeting.

RFP for Health Insurance Agents - City Manager Karen Nelson asked to table this issue.

Recommendation for Key to the City - Mayor Hildreth said Johnny Mason was recommended by Karen Nelson to receive the key to the city because he works so hard for this community. He supports LAM and supplied all the food for the LAM dinner. **A Motion was made by Mayor Hildreth to present the Key to the City to Johnny Mason at the June meeting. Councilman Rollins seconded. Voice voted and motion passed 4-0.** July 3rd will be recognized as Johnny Mason Day. Include key with Proclamation.
EWS contract / Waste budget – Discussed above.

City Manager and City Attorney Reports and/or other Correspondence

City Attorney Rob Bradley report – None

City Manager report – ♦Code Enforcement brochure designed by June Kraus was great.

♦News channels in town today covering the theft of cemetery vases/property.

♦Karen Nelson attended the City Managers' conference.

♦The airport meeting is tomorrow night and Karen will attend. The airport is waiting on an appraisal to determine the cost to lease land from the airport by the Sportsman Club. The Sportsman Lease is on hold.

♦Charter Review Committee will host three public hearings. They will be held within the next two months.

♦Staff is still getting complaints from the trees out front near the library. Councilman Yates said the real issue is speeding, not the trees. The mayor and Councilman Yates would like to let the trees stay for now. Complaints are still coming in regarding the two trees. Staff will review the issue and make a decision.

♦Website updates are needed.

♦♦Councilman Rollins would like to move the August meeting from the 2nd to the 9th. **Mayor Hildreth made a motion to move the August 2nd meeting to the 9th. Councilman Abrahamsen seconded. Voice voted and motion passed 4-0.**

♦♦Councilman Rollins said he has met a lot of people at the University of Florida that he would like to appoint to the Environmental committee. He asked how to go about it. Mayor Hildreth said set-up the meetings. Rob Bradley said the charter covers committees. Rob suggested Councilman Rollins nominations be brought forward. Fill out an application or submit a resume. Several students are studying water issues at UF and they could get involved. A packet from the nominees will be presented in the council books and the item dealt with at the next council meeting. Council thanked all city volunteers. A handful of citizens provide all the volunteer hours. Mayor Hildreth appointed Councilman Abrahamsen to serve as liaison for the Heritage Committee.

Financial reports - OK

Committee minutes – City Charter Review, May 3rd, 2010. Community Redevelopment Advisory Board – March 11th, 2010 minutes. KAA, March 2010.

Council general announcements/discussions

None

Meeting adjourned at 7:45 p.m.

Mayor Mary Lou Hildreth

Assistant City Manager Annette Ricks