

**FINAL MINUTES FOR THE CITY COUNCIL MEETING
HELD JUNE 7TH, 2010, 6:30 P.M. @ CITY HALL**

Invocation by Pastor Paul Coleman, Friendship Bible Church followed by Pledge of Allegiance.

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

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

Awards and recognition: Key to the City presentation – Mayor Hildreth reported that the key would be presented to Johnny Mason on July 3rd, 2010 @ 8: 00 a.m. at the beginning of the 5K run.

Proclamations: Mayor Hildreth read the Proclamation. Again, this will be presented to Johnny Mason July 3rd, 2010. Mayor Hildreth recommended Adjutant General Burnett receive the next Key to the City since he is retiring soon. He will need to be contacted to confirm his attendance at the July or August 2010 council meeting.

Public Hearings: Final Reading

Ordinance 2010-499 – Amending Ordinance Canvassing Board – Councilman Rollins made a motion to read by title only. Councilman Yates seconded. Voice voted and motion passed 5-0. Rob Bradley read by title only.

AN ORDINANCE AMENDING SECTION 35.08 OF THE CODE OF ORDINANCES FOR THE CITY OF KEYSTONE HEIGHTS; ALLOWING A COUNCIL MEMBER OTHER THAN THE MAYOR TO SERVE AS CHAIR OF THE BOARD OF CANVASSERS WHEN THE MAYOR IS A CANDIDATE WHO HAS OPPOSITION IN THE ELECTION BEING CANVASSED, OR IS AN ACTIVE PARTICIPANT IN THE CAMPAIGN OR CANDIDACY OF ANY CANDIDATE WHO HAS OPPOSITION IN THE ELECTION BEING CANVASSED; PROVIDING FOR CONFLICT WITH OTHER ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING AN IMMEDIATE EFFECTIVE DATE

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. **Vice Mayor Brown made a motion to approve Ordinance 2010-499 as read. Councilman Abrahamsen seconded. Voice voted and motion passed 5-0.**

Ordinance 2010-500 – Amending Utility Tax increase effective date – Councilman Yates made a motion to read by title only. Vice Mayor Brown seconded. Voice voted and motion passed 5-0. Rob Bradley read by title only.

AN ORDINANCE PROVIDING FOR AN INCREASE IN THE PUBLIC SERVICE TAX RATE FOR WATER SERVICE; PROVIDING THAT THE INCREASE RATE WILL BE EFFECTIVE AUGUST 23, 2010 INSTEAD OF THE JULY 1, 2010 EFFECTIVE DATE THAT WAS PREVIOUSLY APPROVED BY THE CITY COUNCIL; PROVIDING FOR NOTICE TO THE DEPARTMENT OF REVENUE; PROVIDING FOR CONFLICT WITH OTHER ORDINANCES; PROVIDING FOR SEVERABILITY; PROVIDING AN IMMEDIATE EFFECTIVE DATE.

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.

Councilman Yates made a motion to approve Ordinance 2010-500 as read. Mayor Hildreth seconded. Voice voted and motion passed 5-0.

Consent Agenda

Approval of City Council minutes – May 17th, 2010 – CRA, May 17th, 2010. B&F minutes May 12th, 2010. **All minutes were tabled.**

Approval of accounts payable -

Mayor Hildreth made a motion to approve the balance of the Consent Agenda after the minutes were removed from the agenda. Councilman Yates seconded. Voice voted and motion passed 5-0.

Mayor's Report

- Tourist Development Council (TDC) brochure was shown to council for their input/recommendations.
- The sidewalk from Orchid Ave. to Santa Fe Committee College is still on the radar.
- The city did not get the Energy Grant, mainly because we did not have any matching funds to include in the request.
- The city is ineligible for the FRDAP grant that was processed for the Tennis Court renovation.
- CERT classes begin June 10th, 2010.
- Mayor Hildreth has been attending deployment and other related events at Camp Blanding for years. She has worked with Adjutant General Burnett and appreciates his service to our country. A Key to the City would be appropriate.
- Our Country Day meeting is tomorrow night, June 8th, 2010.
- June 26th, 2010 is "Night at the Opera" and will be held at the Women's Club.
- Orange Park has cancelled their annual Fireworks for July 4th. They received \$7500 for advertising from TDC. Keystone Heights will be asking for their support next year.
- Next B&F committee meeting is scheduled for July 8th, 2010 @ 2:00 p.m.
- This week is National Garden Week.
- Congratulations go out to Lee Edgy for becoming Storm Water Certified.

Old Business

Heritage Commission applications – CRAB chairwoman Maria Gall and Mayor Hildreth attended the last Heritage meeting. **Mayor Hildreth made a motion to appoint Chuck Head to the Heritage Commission as a voting member and Kathie Pater and Suzie Head were approved as non-voting members. Vice Mayor Brown seconded. Voice voted and motion passed 5-0.**

Resolution 2010-29 for Cemetery fee increases – The Budget and Finance committee recommended an increase in the Cemetery plots and burial fees. **Councilman Rollins made a motion to increase the plot fee from \$500.00 to \$600.00 and increase the Burial fee from \$25.00 to \$100.00 effective July 1st, 2010. Councilman Yates seconded. Voice voted and motion passed 5-0.**

Committee Reports

Budget and Finance – The City Manager has produced a balanced first draft 2010/2011 budget without any meaningful capital improvements. The B&F Committee sought Council's direction on the draft RV-Trailer-Boat contract prepared by John Wick. Vice Mayor Brown asked if boats and RV's would be prohibited from being parked at homes in the city and the mayor said not at this time. Rob Bradley will be reviewing the contract prior to it being utilized by the city staff. City Staff will contact Florida League of Cities regarding insurance requirements for this type of business.

New Business

Heritage Commission Design Guidelines – The guidelines were presented to council for informational purposes only. Mayor Hildreth hopes this commission will revamp the city's sign ordinance in the near future.

CRAB reappointment application – Mayor Hildreth made a motion to reappoint Sue Plaster to the CRAB. Vice Mayor Brown seconded. Voice voted and motion passed 5-0. There is still one seat open on this board.

Wings of Dreams, USDA grant application – There is no grant to apply for at this time. Through a grant process, Wings of Dreams has received a NASA simulator worth millions. The competition was fierce. Wings of Dreams is proposing the city act as the applicant for grants for Wings to Dreams since the city is the owner of the airport. The Wings of Dreams will actually write the grants and provide any necessary matching funds, the city will just sign as applicant. Mayor Hildreth stated the city must have time to review all grant applications prior to signing off on them but the council is willing to serve as the applicant.

Clay County Inter-local Agreement for traffic operations – Rob Bradley will review the Traffic Light Inter-local agreement with the city manager and the mayor at the Special Meeting on Wednesday. Issue tabled.

Jordon & Associates – This firm is not attending this meeting at the request of the mayor. City Staff needs to hear back from the CDBG office with approval to go out for bids to secure a grant writer. It appears the city is eligible for a housing grant for low income houses. The city will need assistance on completing the grant application.

Contingency expenditure for council room mics – Councilman Rollins stated the council room mics cause a lot of problems and he is willing to pay for an upgrade out of his contingency. Vice Mayor Brown would like to see a recommendation from a professional company on what needs to be done with a price included in it before council approves the expenditure. He would like to see the money come from another line item instead of Councilman Rollins. Tabled.

City Manager and City Attorney Reports and/or other Correspondence

City Attorney Rob Bradley report – There is a special meeting Wednesday June 9th, 2010.

City Manager's report – Nelson's Point repairs need to be funded since it a city problem.

Mayor Hildreth made a motion to approve the repairs to Nelson's Point and fund the project through the CIP line item. Councilman Yates seconded. Voice voted and motion passed 5-0. Lee Edgy will be informed of the decision ASAP. The \$7200.00 annual contribution to the Cemetery Perpetual account will be made this month.

Financial reports - OK

Committee minutes – City Charter Review, May 17th, 2010. Community Redevelopment Advisory Bd. – April 15th & 22nd, 2010 minutes. KAA, April 2010.

Council General Discussion

● Councilman Rollins introduced a fellow UF student who is interested in serving on the Environmental Committee. Anyone that wants to serve on this committee with Councilman Rollins will need to complete an application or submit a Resume. The mayor said Councilman Rollins just needs to begin having meetings and see how things go from there. On specific Water ideas, they will need to be presented to council before moving forward with them. Councilman Rollins said he envisions this committee being a "Think Tank" where water, tree and other environmental issues are discussed. He also hopes to generate

interest in this committee and obtain FREE information and help from the students at UF. Councilman Rollins assured Vice Mayor Brown his committee would not create a conflict with LARKA. Mayor Hildreth would like to see a preliminary meeting planned that would include council members, Senator Evelyn Lynn and other interested volunteers.

- Mayor Hildreth would like staff to place run the RFP for the Tree Grant as soon as possible.
- Hurricane season is upon us and this work needs to be completed before a storm affects the city. The mayor suggested Taylor Kroll get with her about Invasive Species and she will share all the information she has compiled. The issue of updating our tree ordinance was raised and the mayor stated it is costly to change this ordinance and the city does not have the money at this time.
- Mayor Hildreth tabled the Beach Charge issue since the City Manager was out sick. This issue will be placed on the July agenda.

Meeting adjourned at 7:45 p.m.

Mayor Mary Lou Hildreth

Assistant City Manager Annette Ricks