

## COMMISSION MEETING MINUTES

March 19<sup>th</sup>, 2019

7:30 P.M.

(Amended per Commission April 16, 2019)

### PRESENT:

**Mayor:** Mark Anderson  
**Mayor Pro Tempore:** Elayne Bassinger  
**Commissioners:** James Markley  
Sarah Schrader

**City Attorney:** Gerald T. Buhr

**City Clerk:** Rick Alley  
**Asst. to City Clerk:** Marissa Morales  
**Water Clerk:** Will Plazewski

### ABSENT:

**Commissioner:** Eric Stallworth

**Minutes Prepared By:** Marissa Morales

**OPENING CEREMONIES:** Mayor Anderson led the invocation and the Pledge of Allegiance.

1. **CONSENT AGENDA (00:01:14):** Includes minutes for the February Commission Meeting and March 6<sup>th</sup> Special Meeting; General Fund and Water Fund disbursements for February 2019.

### DISBURSEMENTS AND DEPOSITS:

<i>February 2019</i>	<u>Disbursements</u>	<u>Deposits</u>
General Fund	\$ 45,724.24	\$ 79,429.85
Water Fund	\$ 39,743.96	\$ 23,724.24

### MOTION: ACCEPT THE CONSENT AGENDA

**MADE BY:** Commissioner Schrader

**SECOND:** Commissioner Bassinger

Mayor Anderson acknowledged a correction needed on a voting record in the March 6<sup>th</sup> Special Meeting Minutes.

**VOTE:** Motion passed unanimously with two absent (Stallworth & Markley)

Commissioner Markley arrived to the meeting after the vote was taken.

2. **FRWA CAPACITY FEES (00:03:40):**

- A. David Hanna of Florida Rural Water Association presented findings for the City's capacity fee study. \$2,935 was recommended to be charged for future residential connections. An estimated 450 additional connections to the City's water system could be made before reaching capacity.
  - 1. The commission addressed the possibility of collecting impact fees up front for new developments as opposed to collecting as each individual lot was developed.
  - 2. Josh Madden of Antonio Way asked about current impact fees, future supplies needed for the City's water system, and calculations used to determine daily usage. Current impact fees for water connections were set at \$848. The recommendations for the City to build a second elevated tank or variable frequency drive were generated by FRWA after several studies of the existing system were performed.
  - 3. Dick Gates of Pasco Road asked for clarification on the figures presented reflecting the amount of connections allowed before the City reaches capacity.
  - 4. Josh Madden suggested water conservation efforts to extend the capacity of the City's system to lower the cost of capital improvements.

**3. PUBLIC COMMENT (00:33:37):**

- A. Sasha Madden of Antonio Way expressed concern that construction sounds from the Summerfield development were beginning at 6:30 AM. She was advised to contact the County's code enforcement as they handle noise compliance issues in the City.
- B. Dick Gates of Pasco Road asked if consideration had been made to place sidewalks on Antonio Way and Oak Street. The commission had not discussed future plans, nor was the developer of Summerfield required to build sidewalks outside of their planned area.
- C. Sasha Madden also mentioned water being pumped off site and into the neighboring wetland. Contacting SWFWMD was recommended to verify the work properly performed and permitted.

**4. MAYOR'S REPORT (00:46:21)**

- A. Jason Westbrook of Colonial Life provided information on short term disability programs the City could provide to employees. An analysis for different payout amounts and lengths of payout would be performed to present to the commission at the next meeting.
- B. Mayor Anderson presented the San Antonio Baseball League with a \$500 check from the City on opening day.

**5. ATTORNEY'S REPORT (00:57:27): NONE**

**6. COMMISSIONER REPORTS**

**A. BUILDING AND ZONING – COMMISSIONER MARKLEY (00:57:34):**

- 1. 12 building permits were issued for a total construction cost of \$151,362.

**B. PARKS AND RECREATION – COMMISSIONER BASSINGER (00:57:46):**

- 1. The Florida Camp for Children With Diabetes was approved to use the City Park on June 9<sup>th</sup>.
- 2. A 6 month contract with Malloy Yard & Garden for upkeep of the landscaping on College Avenue was offered at the cost of \$240, along with an additional \$160 for initial clean up.
- 3. Exposed roots on the northwest side of City Park would be covered with fill dirt and sod to reduce trip hazards. \$400 was estimated to purchase two pallets of sod.
- 4. A police report was filed for an accident near the Creche that damaged a portion of fence.

**C. STREETS – COMMISSIONER SCHRADER (01:04:16):**

1. Switching the parking on Pennsylvania Avenue in front of Pancho's Restaurant to parallel spaces was discussed. The cost of removing and replacing the thermoplastic striping on the spaces was a factor considered by a previous commission.
  - a. A bid from Gude Paving to reseal Pennsylvania Avenue was anticipated and could address the issue with the thermoplastic removal. Information on additional benefits from resealing the road, along with changing the position of parking was requested for future consideration.
  - b. Dick Gates felt reconfiguring the parking spaces on Pennsylvania Avenue was necessary for the safety of pedestrians and vehicles in the area.

**D. WATERWORKS – WATER CLERK WILL PLAZEWSKI (01:11:01):**

1. Superior Siteworks and EA Tapping Services addressed the leak on Pennsylvania Avenue that stemmed from a 2 inch feeder line. Gude Paving repaired the cuts made in the road from the line stop.
2. DCR Engineering would schedule a date to replace the pressure switch at the school wells upon receipt of the part.
3. **Ordinance 02-2019**

**AN ORDINANCE OF THE CITY OF SAN ANTONIO, FLORIDA, AMENDING THE CITY CODE, ARTICLE II, DIVISION 3, SECTION 80-45 ADDING RATES FOR WATER CAPACITY FEES AND ADDING WATER METER SIZING CALCULATIONS; PROVIDING FOR CONFLICTS; PROVIDING FOR SCRIVENER'S ERROR, LIBERAL CONSTRUCTION, CODIFICATION, REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS, SEVERABILITY, AND PROVIDING AN EFFECTIVE DATE.**

**MOTION: ADOPT ORDINANCE 02-2019**

**MADE BY:** Commissioner Bassinger

**SECOND:** Commissioner Markley

- a. The commission discussed the requirement of Magnolia Pharmacy to pay the capacity fee recommended by FRWA if a CO was not in place before the ordinance was adopted.
- b. Coordination with Dade City's Building Department would be made to ensure all fees were paid and requirements placed by the City were met before a CO was issued. Commissioner Markley asked about the possibility of having an ordinance in place to enforce the administrative approval process.
- c. Removal of the provision allowing a 125% charge for capacity fees collected outside City limits was discussed.

**MOTION: REMOVE THE 125% CHARGE**

**MADE BY:** Commissioner Markley

**SECOND:** Commissioner Schrader

<b>ROLL CALL VOTE: Commissioner Bassinger</b>	-	<b>AYE</b>
<b>Commissioner Schrader</b>	-	<b>AYE</b>
<b>Commissioner Markley</b>	-	<b>AYE</b>
<b>Mayor Anderson</b>	-	<b>NAY</b>

Commissioner Stallworth - ABSENT

**MOTION: ADOPT ORDINANCE 02-2019 (AS AMENDED)**

**MADE BY:** Commissioner Bassinger

**SECOND:** Commissioner Markley

<b>ROLL CALL VOTE:</b>	<b>Commissioner Schrader</b>	-	<b>AYE</b>
	<b>Commissioner Markley</b>	-	<b>AYE</b>
	<b>Commissioner Bassinger</b>	-	<b>AYE</b>
	<b>Mayor Anderson</b>	-	<b>AYE</b>
	<b>Commissioner Stallworth</b>	-	<b>ABSENT</b>

4. The City's meter reader Andrew Hecker requested a pay raise and an increase in personal vehicle mileage allowance. Previous raises had been allocated across the board at the same rate as other City employees, with no increase in mileage allowance since 2006.
  - a. Public Works Director Israel Huron discussed the benefits of training an employee to perform the meter reads and assist with routine meter maintenance. He also addressed a possible transition to electronic meter reads.
  - b. City Clerk Rick Alley was advised to discuss a prospective number with Andrew Hecker and the commission would discuss potential increases.

**7. PUBLIC WORKS REPORT (01:53:47):**

- A. Purchase of a Gator for the Public Works Department would reduce the amount of stop and go wear on the City's trucks. An additional vehicle would allow for all 3 employees to safely and more efficiently work on separate tasks throughout the City. The commission allowed staff to continue looking for suitable vehicles for future discussion.
- B. Solar street lamps were suggested for portions of Pennsylvania Avenue and Main Street to help with visibility for pedestrians in the area.
- C. Recommendation of a small playground fixture at the depot was made.

**8. CLERK'S REPORT (02:03:41):**

- A. Letters would be sent to the adjacent property owners of the portion of 3<sup>rd</sup> Avenue the City intended to vacate.
- B. Code Compliance office Derek Debus would ensure the dollar stores adhered to their agreement of keeping trash clear from the property during his routine visits to the City.
  1. Commissioner Bassinger asked what code enforcement could be done about several dead trees in Rosewood.

**9. UNFINISHED BUSINESS (02:07:44):**

- A. Discussion of the World War II memorabilia collection was tabled.
- B. Representatives from St. Anthony's Catholic School invited Mayor Anderson to speak at the picnic celebrating the 135<sup>th</sup> anniversary of the school. Use of the bathrooms was requested, with additional port-a-lets being brought in.
  1. Allowance of other events to use the park restrooms was discussed. Commissioner Markley questioned if a deposit for events could be collected to cover staff time needed to clean or repair facilities.
  2. Betty Burke of Oak Street commented that 30 people used the restroom during the previous Farmers Market, with several being people who did not attend the event.

- C. The Rotary Club requested to hold the community sale at the Farmers Market either quarterly or twice a year.

**MOTION: ALLOW THE ROTARY CLUB TO HOLD QUARTERLY COMMUNITY SALES**

**MADE BY:** Commissioner Bassinger

**SECOND:** Commissioner Schrader

**VOTE:** Motion passed unanimously with one absent (Stallworth)

**10. NEW BUSINESS (02:26:11): NONE**

**11. ADDITIONAL COMMISSIONER COMMENTS (02:26:18):**

- A. A public hearing on the ordinance approving a site plan change to the Magnolia Pharmacy PUD would be held on March 28<sup>th</sup>.
- B. Commissioner Bassinger, Betty Burke, and Donna Swart aimed to hold a picnic in City Park on Memorial Day.
- C. Mayor Anderson commented that a 4<sup>th</sup> of July event was anticipated to be held for City staff and commissioners.

**12. ANNOUNCEMENTS (02:29:26): NONE**

**13. ADJOURNMENT:** Meeting adjourned at 10:00 PM.

Respectfully submitted,

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Marissa Morales, Assistant to the City Clerk