

May 14, 2018

The meeting was called to order at 6:30 p.m. by Mayor Edwards with prayer and salute to the flag. In attendance: Edwards, McClendon, Roddenberry, and McKenzie.

The minutes from the previous meeting were approved as presented by the Clerk. Motion by Roddenberry, second by McKenzie, passed 4/0.

Public Works Director, Leonard Tartt, met with Debi Revell, Revell Realty, regarding her request for road/alley closings/abandonments; Faith Avenue @ 134 Rose Street (dead end into the river), Wakulla Street (Yellow Jacket Avenue west to river), Blossom Avenue at Wakulla Street (to end of Ms. Revell's property). Mr. Tartt commented that after visiting the sites, he doesn't feel the City will need access to these areas. Attorney, Dan Cox, suggested holding a public hearing to give adjacent home/landowners the opportunity to voice concerns/comments regarding the closures. The public hearing will be advertised for the June 18 Council meeting.

Leonard Tartt also met with Alan Hart, BDI and Traci Adkison, FDOT D-3 Area Utility Manager, to finalize the set of drawings to be submitted to FDOT for their 90% submittal requirement. Mr. Tartt presented the task order of \$17,060.00 for the RGB's to be done in order to submit the drawings. A motion to approve the proposed task order was made by McKenzie, second by Edwards, passed 4/0.

At this time, the City held the **1<sup>st</sup> public hearing for Ordinance 2018-03** - AN ORDINANCE OF THE CITY OF SOPCHOPPY, FLORIDA, AMENDING THE CITY OF SOPCHOPPY COMPREHENSIVE PLAN BY AMENDING THE CAPITAL IMPROVEMENTS ELEMENT PURSUANT TO THE PROCEDURES OF THE LOCAL GOVERNMENT AND COMMUNITY PLANNING ACT, CHAPTER 163, PART II, FLORIDA STATUTES; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE. The Ordinance was read by title only by City Clerk Ashley Schilling. Attorney Cox updated the Capital Improvement Plan to assist with grant applications and also the City knows the amount of funds that have been earmarked for water system enhancements in the next 5 years.

Attorney Cox presented the Personnel Policy and Procedures Manual for approval. Councilmember Roddenberry would like the City to adopt an Employee Assistance Program before approving the Manual. Mr. Cox will draft an EAP Policy and present it at the June 18 meeting.

The financial and adjustment reports were approved by signature of the Council.

Wakulla High School Cheerleaders sent a request to the City to purchase a sign to be displayed at the football field. A motion was made by Roddenberry, second by Edwards to purchase a sign for \$250.00, passed 4/0.

Clerk Schilling informed the Council the City did not received funding for the FRDAP grant that was submitted for Depot Park.

Leonard Tartt reported the maintenance staff is still working in Magnolia Gardens. Also, office staff received an inquiry from the County in February requesting a history of Rocky's low water/sewer usage. Because the store was new and there was no history to compare it to, the low usage did not produce an

alarm in the new water utility software. Upon investigation, the meter was received from the factory with a programming issue. A representative from Master Meter made an on-site visit, reprogrammed the meter and it is now calculating properly.

Councilmember McClendon requested approval to attend the Basic IEMO class in October. Approval was given by the Council.

Clerk Schilling has contacted a builder requesting an informal cost for the music pavilion at Depot Park but has not received the amount. After Council discussion, Mr. Tartt was asked to deliver a copy of the plans to Gulf Coast to get a “package pricing” and bring the cost back at a future meeting.

Mayor Edwards reported going to a grant workshop with Ms. Schilling and will be working on a FDOT Right-of-Way Beautification Grant, due in October.

With no further business, the meeting adjourned at 7:30 p.m. Motion by Roddenberry, second by McKenzie.