

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL**

January 5, 2016

5:30 p.m.

Mayor Musgrave called the meeting to order at 5:30 p.m.

Rev. Gary Stringfellow gave the Invocation.

Mayor Pro Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave

Also Present: City Clerk Rowell, City Attorney Sloan, and Police Chief Hutto

APPROVAL OF MINUTES—Approval of minutes of December 15, 2015 was deferred until the next regular meeting.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. **Clean Water Act Enforcement**—Michael Lawrence of Pier 98 Marina who requested to present this item was not in attendance and the issue was not taken up.
2. **Garbage Hauling**—Dave Otano of Coqui Disposal Services requested the Council grant him a franchise for garbage hauling in the City. On motion of Council Member Haney and second of Council Member Jones, the Council granted the franchise by a vote of 5 ayes, 0 nays.

Council Member Haney asked City Attorney Sloan to draft an ordinance requiring mandatory garbage pickup in the City.

3. **Policy on City Building Rentals**—City Clerk Rowell introduced the item and went over three options. The Council discussed and agreed that employees could rent either the Community Center or the PEEP Park building once a year without charge, and that the Council would have the discretion to waive the rental fee, by action at a Council meeting, if it determined that an event's sole purpose is for the benefit of all the citizens of the City. Council Member Chaple made a motion to approve the policy and Council Member Miller seconded the motion. The motion was adopted, 5 ayes, 0 nays.

CLERK'S REPORT—City Clerk Rowell reported on: 1) advertising and upcoming agenda issues for the Planning Commission and Council; 2) year-end close out reports; and, 3) the audit progress and moving certain regular payments to electronic funds transfer.

MAYOR'S REPORT—Mayor Musgrave reported on: 1) a football team that will use the Sports Complex for practice; 2) using the two smaller ball fields for dog obedience and agility areas; and, 3) thanks given from Don Sirmons to Chief Hutto for participating with the Pinspinners bowling team.

COMMENTS AND ANNOUNCEMENTS—Council Member Chaple asked how more donations could be sought for holiday decorations and a newsletter article was suggested. He also asked about the amount of liability insurance required of a group wanting to have an Easter egg hunt in a City park and was told \$1,000,000. Council Member Jones asked if there was a way to reconfigure any of the ball fields to accommodate a baseball team. Mayor Musgrave said he would check with Public Works Supervisor Summerlin, but that at this time didn't know of any teams requesting full-size baseball fields.

ADJOURNMENT—The meeting was adjourned at 6:17 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
WORKSHOP MEETING
PARKER CITY COUNCIL
January 19, 2016
4:30 p.m.**

Mayor Musgrave called the meeting to order at 4:30 p.m.

Present: Council Members Chaple, Haney, Jones, Miller, and Mayor Musgrave

Also Present: City Clerk Rowell, Public Works Supervisor Summerlin and Police Chief Hutto

Mayor Musgrave asked that Planning Commission Chairman Jeremy Hudson address the Council to give a report of the Planning Commission's actions from its last meeting, noting that Chairman Hudson would be unable to attend the Council's Regular Meeting to give his report.

Planning Commission Chairman Hudson addressed the Council, stating that the Commission recommended the approval of a small scale comprehensive plan amendment changing the land use at 6300 E. Hwy. 98 from mixed use to commercial by a vote of 4-1.

Chairman Hudson also reported that the Planning Commission, by a vote of 5-0, recommended approval of the development order for the medium-density, attached residential dwellings at E. Hwy. 98 and Oakshore Drive, East Bay Flats.

1. State Revolving Fund (SRF) Loan for the CRA Wastewater Project—Mayor Musgrave introduced the item and Brittany Trumbull representing Preble-Rish, Inc., the City's engineering firm, addressed the Council.

Ms. Trumbull recounted the history of wastewater projects in the Community Redevelopment Agency area. She noted that in 2009 or 2010, the City determined there were problems with the sewer system in "the point" area of Parker (Long Point which is in the CRA boundaries). She said there were problems with pumps and lift stations at P-¹²13 and P-¹³14 and also at P-16 and P-17, including undersized force mains between those pump stations. A project was then designed to remedy all those problems. In 2011, a portion of that project was funded for approximately \$500,000 from the Community Development Block Grant (CDBG) program from the State. The CDBG funded improvements to P-¹²13 and P-¹³14, which were considered dire need because pumps were failing, and the work had been broken out into separate portions because of the need and the funding limit. The next portion of the overall project was to make sure that the City was staying on top of needs and ahead of significant problems, looking at future development in the CRA. This portion/project would upsize force mains between P-12 and P-13, replace/upsized force mains from P-12 to P-14, improve pump stations 16 and 17, and also upsize those two force mains. This was submitted to CDBG in 2013 and 2014 but was not chosen for funding. Ms. Trumbull noted that is not likely the City would receive another CDBG until the last project had been closed for 4 years (2017.)

*Corrected
by Council
vote 3/15/16
Mayor
Rowell
3/15/16*

Ms. Trumbull reported that in the fall of 2015, the City submitted the project for potential funding from the SRF; that the SRF program put the project into the loan forgiveness area which would make the City eligible for forgiveness of 29.55% of the total loan amount; that the total

loan amount is approximately \$1,019,000 and the reduction would be approximately \$301,000; that if the City submits the application and accepts the loan, the repayment of the loan would begin upon completion of the project. She said the amount the City would need to repay is approximately \$738,000, with the annual debt service on the amount approximately \$38,000 annually for 20 years. The total interest for 20 years would be approximately \$53,000 and the interest rate for construction was .67%.

Ms. Trumbull said the reason it was important to look at this infrastructure was that if the City experiences any development in the Long Point area, the sewer infrastructure is undersized; all of the sewer south on the peninsula goes into one of the four lift stations; the concern is that future development will take the pumps and force mains over capacity, except pumps at P-12 and P-13 which were already replaced.

Mayor Musgrave asked if the \$301,000 would be available if the City reduced the size of the project. Ms. Trumbull responded no, that the loan forgiveness was proportional to the total project scope and cost. There was discussion that if something could be taken out, the remainder would still need to be done, and that remainder may or may not be eligible for CDBG at that time. Ms. Trumbull noted that if the project scope were reduced to leave out improvements to P-16 and P-17, it would only reduce the project cost by 20%; that while this loan is available for a good interest rate and the forgiveness, it would be a good deal to include all improvements; that a lump sum payoff of the loan is not penalized; and, that if \$450,000 were paid off immediately, the debt service annually would be approximately \$15,000.

Council Member Miller asked about the generator proposed for P-17 and if it would be possible to get a portable generator or by-pass pump instead of a fixed unit. Ms. Trumbull responded that it would not be a cost savings, but that the City might benefit to use it in other areas; that with the CDBG, the City could only purchase a fixed generator. Council Member Jones commented on the cost of portable generators. Council Member Miller asked if a CDBG could be used for potable water improvements. Ms. Trumbull said that improvements to potable water were an eligible activity, depending on the scope of the project, but likely would still have to wait until 2017.

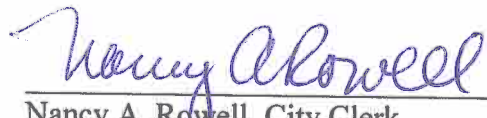
Richard McKinney, CPA, representing Carr, Riggs and Ingram, the City's auditing firm, addressed the Council about the implications of the City incurring debt. He said that Parker had not had a lot of debt in the last 30 years, that the most had been approximately one million, and that having some debt is not a bad thing as long as payments can be made; that if long term debt is incurred it should be tied to acquiring long term assets. He noted the SRF loan had a good interest rate and the forgiveness was very good; that the City should consider if other money is planned to be borrowed; that the City was paying down the joint venture debt for the AWT plant and that there was an annual payment on the trash truck and that was the only debt currently for

the City; that as auditor he would not be concerned to see the City take on an additional \$700,000 of debt.

Council Member Haney asked what the City's reserves were. Mayor Musgrave said that in Utility reserves there was approximately \$840,000. He also said that Utility Planner Lou. Bradford had calculated sewer base rates for the potential development of East Bay Flats, and that annually those along would generate approximately \$71,000.

Council Member Jones asked about needed improvements to the water system in the proposed East Bay Flats development. Planning Commission Chairman Hudson addressed the Council stating that the Planning Commission had discussed low flow volumes for firefighting; that the developers are designing new lines and flows at their expense to ensure there is adequate water volume/pressure. Public Works Supervisor Summerlin said that the developer was working with the County to increase the size of the metering and the lines to solve the volume/pressure issue. William Valle asked questions about line size and looping the new system to increase the City's pressure, and City Clerk Rowell reviewed the potential impact fees (approximately \$471,000) that might come to the City from the East Bay Flats project.

ADJOURNMENT—The meeting was adjourned at 5:08 p.m.



Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
January 19, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.
City Clerk Rowell gave the Invocation.
Mayor Pro-Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller, and Mayor Musgrave
Also Present: City Clerk Rowell, City Attorney Sloan, Public Works Supervisor Summerlin and Police Chief Hutto

APPROVAL OF MINUTES—Council Member Haney made a motion to approve the minutes of the Regular Meeting of December 15, 2015 and the Regular Meeting of January 5, 2015. The motion was seconded by Council Member Chaple. The minutes were approved 4 ayes, 1 nay, with Council Member Jones providing the dissenting vote. He stated his reason as the minutes of December 15, 2015, were not complete under the Clerk's Report section, saying they were deceptive by omission.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. State Revolving Fund (SRF) Loan for the CRA Wastewater Project—Mayor Musgrave introduced the item, noting that the workshop completed just prior to the meeting had provided information. Council Member Miller made a motion that the loan application to the SRF go forward with the generator or by-pass pump being portable, not fixed at the lift station. Council Member Chaple seconded the motion. There was discussion, including Council Member Jones' concern that a portable generator would not be properly sized or exercised, and he offered an amendment to the motion that the generators be fixed in place. Council Member Chaple seconded the motion. Council Member Miller withdrew his motion. Council Member Jones made a motion that the loan application go forward to the SRF with the decision on fixed or portable generators being made by the Council later. Council Member Chaple seconded the motion and it was adopted, 5 ayes, 0 nays.

2. Public Hearing—Application for Small Scale Plan Amendment—6300 E. Hwy. 98—The public hearing was opened and Jim Everitt of the Counts Real Estate Group addressed the Council on behalf of property owner Carol Forehand, requesting that the property be rezoned from high-density mixed use to commercial. He showed maps of the property and the surrounding properties' land use designations. Ms. Forehand addressed the Council, asking that the members consider the prior use of the property and her need to sell it. There was discussion about when the property was changed to Mixed-Use 2, the length of time the property had been used for commercial purposes, the proposed use of the property, and how its current allowed uses buffer between residential and commercial districts. The public hearing was closed.

Council Member Miller made a motion to disapprove the application. The motion was seconded by Council Member Haney and adopted, 5 ayes, 0 nays. The application was not approved.

3. First Reading of Ordinance No. 2016-374, Small Scale Plan Amendment to Comprehensive Plan—6300 E. Hwy 98—Due to the denial of the application for small scale plan amendment, this ordinance was not necessary and was not taken up.

4. Application for Development Order—East Bay Flats—Robert Carroll of McNeill Carroll Engineering and agent for the applicant, East Bay Flats, addressed the Council. He asked for approval of the development order for a 248-unit apartment complex at the foot of the DuPont Bridge on the east side; he showed the map of the property owned by the developer and addressed the density proposed; he said they had met with representatives of Tyndall AFB to meet their concerns of light, noise, traffic and radio frequencies; he noted that there is a low pressure issue for water and that the developer was working, as their responsibility, with the County and City to run new lines to ensure adequate pressure for firefighting; he said they would anticipate beginning work at the property within 120 days. He also noted that the City sewer system needed upgrading in the area and that he understood the City was working on that. Mr. Carroll also said there was an old lift station on the East Bay Flats property used by a neighboring condominium association and that his group would be moving that for the association. After discussion on that issue, specifically whether the condominium association could maintain another private lift station, Mr. Carroll said he would work with the condominium homeowners' association. Mr. Carroll stated that the dock shown on the drawings was not anticipated upon opening the complex and that there would be additional permitting necessary when they were ready to put in a dock. There was further discussion on the City's firefighting capabilities for the project and it was noted that the fire chief had been part of the plans review, which included an acceptable standpipe design for water sourcing for firefighting.

Cassie Muffley of Tyndall AFB addressed the Council and said that they were pleased with the project, the way the developer had addressed their concerns, and were excited that this housing would be available.

Chris Shortt of Preble-Rish, Inc., (PRI) addressed the Council, stating that PRI provides development review for the City; that upon PRI's review, the development met the requirements of the Land Development Regulations; that PRI recommended approval of the development order; and that the remaining concerns were the water pressure and the sewer capacity which PRI recommended be remedied before the certificate of occupancy is granted. Mr. Carroll said it would be 14-16 months before the first apartment would be available for rental. There was discussion about the timing of the City being able upgrade the sewer system in that area.

Council Member Jones made a motion to grant the development order contingent on a plan to resolve the water and wastewater issues, as well as the lift station for condo homeowners' association. Council Member Miller seconded the motion and it was adopted, 5 ayes, 0 nays.


5. Planning Commission Appointment—On motion of Council Member Miller and second of Council Member Haney, William Valle was appointed to a second term on the Planning Commission by a vote of 5 ayes, 0 nays.

CLERK'S REPORT—City Clerk Rowell had no report.

MAYOR'S REPORT—Mayor Musgrave read a thank you letter for the work of the Police and Fire department in helping with emergency services for an elderly resident, a thank you for Randy Slaybaugh in the Trash Department, a thank you for the Street Department employees working at Philips Court, and a thank you for the Police and Fire Department for a putting out a fire, and communicating so well with each other, at a home where the residents were away.

COMMENTS AND ANNOUNCEMENTS—City Attorney Sloan asked the Council if he might do some personal legal work for Council Member Haney and there was no objection. Council Member Miller asked about the grant for the pier project at Earl Gilbert Park and City Clerk Rowell said that DEP is working on the noise impact on marine mammals for pile driving.

ADJOURNMENT—The meeting was adjourned at 6:36 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
February 2, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:32 p.m.
Mayor Musgrave gave the Invocation.
Mayor Pro-Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller, and Mayor Musgrave
Also Present: City Clerk Rowell, City Attorney Sloan and Police Chief Hutto

APPROVAL OF MINUTES—Approval of minutes of the Workshop and Regular Meeting of January 19, 2016 was deferred. Council Member Haney stated his desire to receive minutes the week before the meeting in order to have time to review them.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. **Declare Automatic External Defibrillators (AEDs) Surplus**—Mayor Musgrave introduced the item and referred the Members to the memo in their packets from Fire Chief Kelly. Council Member Miller asked if these had been received by grant funding and if they could be made surplus like other items. City Attorney Sloan said it was dependent on the grant language and the value to the City. Mayor Musgrave noted the language in Fire Chief Kelly's memo saying the Parker Fire Department has no use for the additional AEDs.

On motion of Council Member Miller and second of Council Member Haney, the four identified defibrillators were declared surplus by vote of 5 ayes, 0 nays.

2. **Resolution No. 2016-333 for State Revolving Fund Loan for the CRA Wastewater Project**—City Clerk Rowell explained that the application process for the loan required a resolution be adopted by the Council showing the intent to enter into the loan agreement with the State and that revenues were pledged to repay the loan. She said that Section III of the resolution had been reviewed by City Attorney Sloan and he recommended that it be changed to pledge only net water revenues, not sewer revenues. City Attorney Sloan provided further explanation and suggested language to amend Resolution No. 2016-333.

Council Member Jones made a motion to read Resolution No. 2016-333 and Council Member Chaple seconded the motion. The vote to read the resolution was 4 ayes, 1 nay, with Council Member Miller providing the dissenting vote. He noted that he was not in favor of moving forward until the issue of a fixed versus portable generator was decided. City Clerk Rowell read Resolution No. 2016-333 by title.

Page Two
Minutes
Parker City Council
February 2, 2016

Council Member Jones made a motion to adopt Resolution No. 2016-333, with Section III amended to read: "The revenues pledged for the repayment of the loan are net water system revenues. There are currently no liens on the water system revenues." Council Member Chaple seconded the motion and Resolution No. 2016-333 was adopted, 3 ayes, 2 nays, with Council Members Miller and Haney providing the dissenting votes.

CLERK'S REPORT—City Clerk Rowell reported on the grant application for sidewalks, the development order for East Bay Flats, payroll, W-2s and 1099s, the municipal election bill, code enforcement statistics, and progress on a new website.

MAYOR'S REPORT—Mayor Musgrave read a letter from the State Fire Marshall's office forwarding a Certificate of Appreciation for the Fire Department.

COMMENTS AND ANNOUNCEMENTS—Council Member Jones said that his choice of words about the minutes at the last meeting wasn't meant personally toward the Clerk. Council Member Haney said that he wants to receive the minutes by Fridays before Council Meetings.

ADJOURNMENT—The meeting was adjourned at 5:56 p.m.



Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
February 16, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.
Reverend Connor of Parkway Presbyterian Church gave the Invocation.
Mayor Pro-Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller, and Mayor Musgrave
Also Present: City Clerk Rowell, City Attorney Sloan and Police Chief Hutto

APPROVAL OF MINUTES—On motion of Council Member Haney and second of Council Member Jones, the Workshop minutes of January 19, 2016 were approved, 5 ayes, 0 nays. The minutes of the Regular Meeting of January 19, 2016 were deferred until the next meeting due to questions by Council Member Miller. On motion of Council Member Miller and second of Council Member Chaple, the minutes of the Regular Meeting of February 2, 2016 were approved, 5 ayes, 0 nays.

ITEMS FROM THE AUDIENCE—There were no items from the audience members present, but Council Member Miller read a letter of thanks to the Mayor from members of the Parker Masonic Lodge for getting the United States Postal Service (USPS) to recognize Parker as a location and to get the businesses along Business Highway 98 to be shown in the USPS data base.

REGULAR AGENDA

1. **Request for speed bumps on N. Lakewood Dr.**—Annelie DeMello of 4534 N. Lakewood Drive addressed the Council and thanked them for paving the street, noting that the problem is now that the street is being used as a “racetrack”, and asked the Council to put in speed bumps or reduce the speed limit. The Mayor noted that the speed limit was 25 mph. Council Member Haney and Police Chief Hutto noted that a newly paved street often encourages more drivers to use it and to drive faster. Chief Hutto also said that the police department had been doing laser checks and would continue enforcement, that he and Public Works Supervisor Summerlin would look at the speed limit signs and their placement, that some of the neighborhood residents are the ones speeding, and that speed bumps are not always the best solution based on the damage they can cause to emergency vehicles. Ms. Demello thanked the Council for anything they could do.

2. **Public Works Update**—Public Works Supervisor Summerlin addressed the Council, saying that: the water/gate valve project was complete; there was a water main break on Howard’s Court and while fixing it, two more main valves were replaced; there were still other valves to be replaced; the paving projects identified and funded for this fiscal year have been completed; the stormwater project was complete except for piping at the pond entrance,

installation of one catchbasin, ditchwork on Lance, Lake and 11th which should be completed this week, some remaining manholes and valves put up to grade, and the stop bars painted; he and his employees appreciated the two new trucks budgeted for Public Works and they were in and available for the Council to see out front after the meeting; there had been several major mechanical issues such as one of the one-ton trucks losing its transmission, the dump truck's lift cylinder broke, the vac truck's tank is wearing apart, the backhoes have had multiple cylinder failures, and the trash truck has had rotator motor failure.

Public Works Supervisor Summerlin continued saying that the guys are working hard and that they are a great group; they are using the equipment and that fuel use may be up; one of them has attained certification in right-of-way and lawn pesticide application, 5 others are certified for lawn pesticide application, 4 have completed water distribution level 3, and 3 have completed water distribution level 2; roof replacement and painting should begin next week starting with the gazebo; and there is some beam/wood damage due to wood-beetles that will need to be repaired prior to painting.

Public Works Supervisor Summerlin said that he had three main topics of concern because these were the projects he got question, complaints and calls about, and that he was seeking guidance:

1) flooding on Marla St, where there is a 240 foot ditch from Marla to Rachelle Circle. It has been blocked by fences for years, but now the fences are down and the ditch needs to be dug out and maintained. Digging out may cost about \$3,500 with an excavator, then the City can maintain at that point.

2) collapsed drain line/pipe under Lance Street that needs to be replaced, approximately \$3,500 also.

3) collapsed drain line/pipe at Bonnie's Quick Stop running 140 feet toward the catch box that needs to be replaced. Estimates are \$17,000 to install two catch basins, replace 140 feet of hp pipe and re-concrete. He noted the job would need to be quickly due to the amount of traffic in the area.

Mayor Musgrave said that he and Mr. Summerlin were working on a 3-5 year plan to bring back to the Council to discuss how/when to accomplish the projects and options for funding.

There were questions to Mr. Summerlin about the cost difference between repair and replacement of the rotator motors on the trash trucks (\$900 versus \$3,200), if there was damage to the newly paved roads by the contractor finishing out the ditches and piping (no), and how the new pond and ditches did in the recent heavy rains (very well, ditches are either empty or flowing).

3. **Update on grant applications for sidewalks and fishing pier**—City Clerk Rowell addressed the Council about the sidewalk grant applications, noting there were two options this

year, the Safe Routes to Schools Program (SRTS) and the Transportation Alternative Program (TAP), and reviewed the map of the proposed area for the sidewalks (Business 98 near Martin Lake to connection with Tyndall Parkway, Highway 22 A from Business 98 to Parker Elementary School, and Boatrace Road from Business 98 to Tyndall Parkway). She reviewed some of the steps needed for the application for the SRTS which included creating a committee, getting letters of support, getting pictures and collecting surveys. On the Earl Gilbert Park, City Clerk Rowell said there have been two grants awarded: one for \$169,929 for repair and replacement of the boat ramp and dock, and to add six new boat trailer parking spaces, to be completed by June 30, 2017, and the City's work will be overseen by the Florida Wildlife Commission (FWC); and another for \$844,222 for design, permitting and construction of an approximately 500 ft. fishing pier. That project will be managed and administered by the Florida Department of Environmental Protection (DEP) and design is planned for the spring of 2016, with design and permitting expected to take 12-18 months and construction expected to take 6-12 months. She noted that the second project would need to be managed carefully to avoid damage to the first project since it is required to be completed prior to the pier work beginning.

CLERK'S REPORT—Ms. Rowell noted that the audit was proceeding and praised Casey(Dean), Ashley(Shirah), and Lou(Bradford) for their work getting information to the auditors; and, that there would be an audit on March 3 by the DEP on the City's implementation of the National Pollutant Discharge Elimination System (NPDES).

MAYOR'S REPORT—Mayor Musgrave noted that the water loss report was showing that losses were down year-to-date to 9.25 % due to City improvements; that there was a meeting about Martin Lake with Springfield, FWC, and DEP and three areas were the focus: 1) that FWC has an action plan for continued treatment of plant growth; 2) looking for funding sources that might allow dredging the lake to clean it; and 3) looking at opening dam area to allow lake to become brackish or allowing drawdown when necessary.

COMMENTS AND ANNOUNCEMENTS—None

ADJOURNMENT—The meeting was adjourned at 6:24 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
March 15, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.

Reverend Rhinehart gave the Invocation.

Mayor Pro-Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller, and Mayor Musgrave

Also Present: City Clerk Rowell, City Attorney Sloan and Police Chief Hutto

APPROVAL OF MINUTES—On motion of Council Member Chaple and second of Council Member Miller, the minutes of the Regular Meeting of January 19, 2016 were approved, 5 ayes, 0 nays.

On motion of Council Member Miller and second of Council Member Haney, the previously approved minutes of the Workshop of January 19, 2016 were corrected, by a vote of 5 ayes, 0 nays, to read in Item 1: She said there were problems with pumps and lift stations at P-12 and P-13 and also at.... The CDBG funded improvements to P-12 and P-13, which were

On motion of Council Member Miller and second of Council Member Haney, the minutes of the Regular Meeting of February 16, 2016 were approved, 5 ayes, 0 nays.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. **Update on Stormwater Project and Completion of Retention Pond**—Public Works Supervisor Summerlin introduced Chris Shortt, engineer with Preble-Rish, Inc. Mr. Shortt said that all work was completed, that he and Mr. Summerlin had completed the walk through and there were a few miscellaneous items that L and R Contractors were addressing. He stated that there had been sufficient funds from the grant to address a drain pipe that had collapsed on Lance Street and to correct a 90 degree turn in the piping from the ditch next to the pond into the ditch on Lance Street and those had been completed the prior day. Council Member Haney questioned why the 90 degree turn correction had not been done in the original engineering, why the drain pipe collapse hadn't been identified earlier and criticized the engineering work. Mr. Shortt said that the pipe collapse had not been identified by PRI or the City until the project was about mid-way through so it would not have been part of the original design, and that the turn in the pipe had not been engineered for correction because it had not been identified as a problem.

2. **Drainage Pipe Issue—Lance Street**—Council Member Haney introduced citizen Bill Adams. Mr. Adams addressed the Council regarding water back up in the ditch in front of his home at 736 N. 11th St. (corner of Lance St. and 11th St). Mr. Adams said that it was his culvert

pipe that had been collapsed and water going down his side of the street should be running down the other side; that he thought one of the culverts had been put in incorrectly; the south end has build up so that it isn't draining properly. He thanked the City for the work so far and asked for one more look to make sure the improvements made are working. Public Works Supervisor Summerlin and Engineer Shortt said they would be back to inspect the area.

CLERK'S REPORT—City Clerk Rowell reported on the grant application for sidewalks and the SRF loan application.

MAYOR'S REPORT—Mayor Musgrave reminded the Council and audience of the Health Fair on March 24 from 8 a.m. to noon, and the Fifth Tuesday meeting on March 29 at 6:30.

COMMENTS AND ANNOUNCEMENTS—Council Member Miller said that the trash cans are being filled up, as well as knocked over at the basketball courts; that he really wanted the sidewalks along 98 as there are people walking in the bike lane on the pavement immediately adjacent to the traffic lanes, and that better lighting was needed along Bus. Hwy. 98.

ADJOURNMENT—The meeting was adjourned at 5:52 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
April 5, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.
Reverend Davis gave the Invocation.
Mayor Pro-Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller, and Mayor Musgrave
Also Present: City Clerk Rowell, City Attorney Sloan and Police Chief Hutto

APPROVAL OF MINUTES—On motion of Council Member Haney and second of Council Member Chaple, the minutes of the Regular Meeting of March 15, 2016 were approved, 5 ayes, 0 nays.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. **Community Building Rental for Tyndall Air Force Base**—Mayor Musgrave said that the Base had requested use of the building, rent-free, for a public meeting on April 28th regarding environmental remediation. Council Member Miller made a motion to waive the rental fee. Council Member Jones seconded the motion and it passed, 5 ayes, 0 nays.

2. **CRA Wastewater Rehabilitation Project—Generator and Fences**—City Clerk Rowell noted that there were two areas the Council had discussed during the application for the State Revolving Fund Loan, a fixed or portable generator and fencing at P-17. She noted that the property owner (Mr. Langston) where P-17 sits had concerns about fencing the lift station and that his attorney had written a letter in that regard, to which City Attorney Sloan had responded. Mayor Musgrave said there was a meeting with the Mr. Langston and that at the conclusion, there weren't objections to the generator, but there were still concerns about the fencing. He said that Bay County mandates fencing around lift stations that it owns, and strongly recommends fencing for City-owned lift stations. He said the City's letter gave the property owner two options: to have the City fence the lift station in a way that interferes with his water view the least, or to not fence the lift station and have the property owner indemnify the City against any injury or damage at or to the lift station. He noted there had not been a response yet from the property owner.

Council Member Miller asked if the option of a portable generator was out. Mayor Musgrave said that when it was explained to the property owner and another concerned neighbor that the portable generator would be noisier and more difficult to bring onto the site when needed, they said they were fine with a fixed generator; they just didn't want a fence. City Engineer Dina Bautista of Dewberry Preble-Rish addressed the Council giving advantages and disadvantages of portable and fixed generators such as cost, automated/manual switch-ons, what was budgeted for the grant, and the height needed for placement above flood elevation.

Council Member Miller asked if there would be a generator at P-16, and it was explained that the loan application included a generator at P-17 only, but that a generator for P-16 could be included in the bid as an alternative.

3. Task Orders for Wastewater Rehabilitation Project and Boat Ramp/Dock/Parking Project—Council Member Jones made a motion to approve the Dewberry Preble-Rish task order for engineering services for the construction phase of the wastewater project. Council Member Chaple seconded the motion and it the task order was approved, 3 ayes, 2 nays, with Council Members Miller and Haney providing the dissenting votes.

Council Member Miller made a motion to approve the Dewberry Preble-Rish task order for engineering services for the improvements to the ramp/dock/parking at Earl Gilbert Park. Council Member Jones seconded the motion and the task order was approved, 5 ayes, 0 nays.

4. Public Works—Five-Year Plan—Public Works Supervisor Summerlin presented the Public Works Five-Year Plan, identifying the needs for the current fiscal year first. He noted damage to City buildings from beetles that must be repaired and painted, steel gutters and downspouts rotted out, gazebo roof that needed repair and other roofs as they are replaced, wood “raise-ups” on the shop and library need to be wrapped in galvanized aluminum so that painting is no longer necessary and the wood is protected, putting vinyl and LED waterproof lights in gazebo, and replacement of some picnic tables at Earl Gilbert Park. He asked the Council’s direction on type of table and they chose his recommendation of metal and wood tables. Costs for these improvements were estimated at \$16,200. He said these repairs and improvements are designed to cut down on maintenance costs for future years.

Public Works Supervisor Summerlin described needs for stormwater control in the City for the current fiscal year as being re-digging the ditch from Marla to Rachelle Circle and replacing 130 feet of pipe, replacing stormwater boxes and re-concreting, for about \$19,500. There was discussion about the picnic tables, the gutters, and the inmate labor available. The Mayor noted that total cost for the needs for this year, over the budgeted amount, was \$35,700.

He presented the needs for the next fiscal years, 2017-2020: signage and striping on City streets, painting and windows in the Community Building, pathway lighting and digital sign for the Sports Complex, replacing 10 fire hydrants per year, adding enough digital meters to complete 95% replacement of all manual read meters, lining manholes and replacing 10 rainstoppers per year, and purchasing, some through financing, a vac truck, a sewer trailer (if a new vac truck is not purchased), a backhoe, a tractor, two pick-up trucks and a trash truck. Council Member Haney asked about whether the old vac truck could be re-tanked so the cab and body could be used, and Mr. Summerlin and he agreed to look into that as a possibility. Council Member Miller asked questions about the pick-up trucks.

Council Member Miller made a motion to approve \$35,700 for the needs identified for this fiscal year and to approve \$60,000 to complete the purchase of digital water meters for the City. Council Member Jones seconded the motion and it passed, 5 ayes, 0 nays. It was noted that there would still be approximately \$200,000 remaining in surplus.

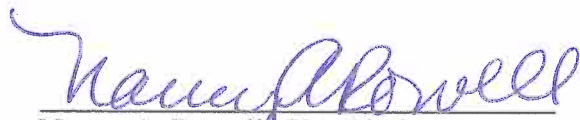
5. Declaration of Surplus Property—Public Works Supervisor Summerlin presented the inventory of property requested to be declared surplus. He said that it would then be sold at public auction. Council Member Miller made a motion to declare the items surplus and Council Member Haney seconded the motion. The motion passed, 5 ayes, 0 nays.

CLERK'S REPORT—City Clerk Rowell reminded Council that each member is required to annually take ethics training in a class that counts for four hours and the Council asked her to find a local class they could all attend; she reported on attendance at a workshop in Mexico Beach called Successful Citizen Advisory Boards and Committees; she said that she had sent each member a copy of the Safe Routes to Schools grant application for sidewalks which was submitted to DOT March 28; she reported that Holy Hill Church was issued a stop work order last March 30th and no work should be occurring until they have fulfilled the requirements of the development order, primarily meeting the stormwater plan approved by the Council; and, she said that the City's new website had been up since March 7th and asked members to give Ashley, Robin or herself any feedback for improvements.

MAYOR'S REPORT—Mayor Musgrave reported on another Tyndall initiative to partner with local governments and the private sector and said that the group's steering committee would choose four initiatives to pursue; that he will let the Council know what they are when he knows. He also noted that the FAA and military are looking at rules for drones and the City would be impacted and involved.

COMMENTS AND ANNOUNCEMENTS— Council Member Chaple noted that the last Fifth Tuesday meeting was well attended and that there would be another May 31st. Council Member Haney complimented Public Works for the stop sign at the corner of Arrow and Lake. Council Member Miller asked about the progress on the East Bay Flats development and the Mayor said he would call the engineer for an update. Council Member Miller also suggested the City might want to look at a moratorium on peddlers' licenses. City Clerk Rowell complimented Mr. Summerlin and Mr. Faile for their efforts on getting the inventory of property done.

ADJOURNMENT—The meeting was adjourned at 6:42 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
April 19, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.
Reverend Adam Carter gave the Invocation.
Mayor Pro-Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Jones, Miller, and Mayor Musgrave

Absent: Council Member Haney

Also Present: City Clerk Rowell, City Attorney Sloan and Police Chief Hutto

APPROVAL OF MINUTES—On motion of Council Member Haney and second of Council Member Chaple, the minutes of the Regular Meeting of April 5, 2016 were approved, 4 ayes, 0 nays.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. **Community Building Rental for Tyndall Air Force Base**—Mayor Musgrave said that the Base had requested use of the building, rent-free, for a public meeting on April 20th regarding aircraft operational noise studied in the Air Installations Compatible Use Zones (AICUZ). Council Member Miller made a motion to waive the rental fee. Council Member Chaple seconded the motion and it passed, 4 ayes, 0 nays.

2. **Request for Small Scale Comprehensive Plan Amendment—6300 E. Hwy. 98**—Barry and April Bostwick addressed the Council requesting that the property they recently purchased be changed from a Mixed-Use 2 (MU2) District to Commercial so that he could open a used car lot, a use currently prohibited in MU2. He said they would not work on the cars, no mechanical repair, wouldn't have any "buy here, pay here" business, would only sell late model used cars, or rent cars. He stated that there were other commercial uses around the parcel and that the residential area across the street was in poor repair.

Planning Commission Chairman Jeremy Hudson addressed the Council, reporting that the Planning Commission, with a quorum of three, voted 2-1 to not change the land use designation. Council Member Jones said that he had looked at the property and didn't see a reason that it shouldn't be designated commercial. Mayor Musgrave said that the property is a buffer between residential property at Seclusion Bay and commercial property on the highway and didn't think the land use designation should be changed. Council Member Miller said that a buffer is needed between residential and commercial; that even if a commercial designation was granted, there should be firm restrictions for the future if the Bostwicks should ever sell, that the City needed to look at the long term effects of re-designation. Council Member Chaple said that he thought the property was being used commercially already and was designated as such, that he thought it should be changed.

Council Member Jones asked if this was a case where an exception could be granted. City Clerk Rowell identified the current prohibited uses of the property. City Attorney Sloan gave three options: change the land use designation by ordinance but once changed, it would remain commercial; allow a variance applicable to this specific, individual situation; change the types of uses prohibited in MU2, which would also have to be done by ordinance.

Council Member Miller suggested sending the issue back to the Planning Commission so that automobile related services could be redefined for MU2 and Commercial Uses. Planning Commission Chairman Hudson said that it would take some time to adequately research and draft the language.

Council Member Jones suggested tabling the issue.

Council Member Miller made a motion to deny the request for the amendment.

Planning Commissioner William Valle said the vision for the City of Parker was important and that it must be a blend of uses.

Mayor Musgrave called for a second to Council Member Miller's motion. There was no second and the motion died.

Council Member Jones made a motion to table the issue for two meetings, until the first Council meeting in June, June 7th. Council Member Chaple seconded the motion and it passed, 4 ayes, 0 nays.

After discussion, Mayor Musgrave clarified with the Council that the action before them on June 7th would be hearing a request for a variance if Mr. Bostwick chose to apply for a variance.

3. Resolution No. 2016-334—Peddlers and Solicitors—Mayor Musgrave asked for a motion to read the resolution. Council Member Miller made a motion to read Resolution No. 2016-334 and Council Member Chaple seconded the motion. On a vote of 4 ayes, 0 nays, the Clerk read the resolution by title.

RESOLUTION NO. 2016-334

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, FLORIDA,
DETERMINING THE POTENTIAL NEED FOR CHANGES IN THE CITY'S ORDINANCES AND
DIRECTING STAFF TO ACTIVELY PURSUE PROPOSED CHANGES; IMPOSING A
TEMPORARY MORATORIUM ON THE ISSUANCE OF PERMITS FOR PEDDLERS AND
SOLICITORS INCLUDING FOOD TRUCK OPERATIONS WITHIN THE CITY OF PARKER;
REPEALING ALL RESOLUTIONS IN CONFLICT HERewith AND PROVIDING AN EFFECTIVE
DATE.

Mr. Eddie George addressed the Council, noting that he has a peddlers permit, that his mobile unit is self contained, that he has leased a commercial lot on Business Hwy. 98, has state licenses/inspections, that his business would be an asset to the City, that he was considering buying the property and having a mobile-unit food park, that his business was no competition with brick and mortar businesses, that he currently has a business in Mexico Beach.

Mayor Musgrave noted that as a small community, Parker's land use regulations and sections of the Code dealing with peddlers did not adequately address food truck or mobile unit placement/use, that the City needs to keep the vision for Main Street, and to balance the needs of the community with the interests of small businesses.

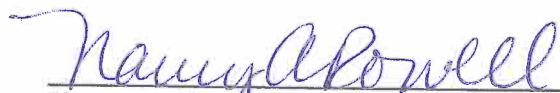
Council Member Miller made a motion to adopt Resolution No. 2016-334, Council Member Chaple seconded the motion, and it passed, 4 ayes, 0 nays.

CLERK'S REPORT—City Clerk Rowell reported that the second application for sidewalks through DOT's Transportation Alternatives Program would be submitted in the next few days to DOT and the TPO; that the stop work order for Holy Hill Church would be amended for them to work on stormwater issues only; that the two Tyndall meetings would be the 20th and the 28th.

MAYOR'S REPORT—Mayor Musgrave read a thank-you note from Pat and Jimmy Vickers to all departments and volunteers regarding moving two fallen trees on West Street; reported that the steering committee for the Tyndall Community Partnership had chosen three areas to pursue: education expansion for technical degrees working with FSU and Gulf Coast State College; determine recreation area options for development by privatized companies; and form an emergency management task force for more joint training with Air Force and local government; that the new fire truck would be inspected in South Dakota by Fire Chief Kelly and Council Member Jones in early May and it would be delivered to the City after; and, that the auction of City surplus property would be in early June, perhaps Saturday, June 4th.

COMMENTS AND ANNOUNCEMENTS— Council Member Chaple said that he had been asked by constituents for a US Postal Service drop box to be placed in Parker and that he would call the Postmaster. He also asked about the City's policy regarding turning off water at the meter when the team reads the meter and a leak is detected in the customer's pipes. City Clerk Rowell said that if there is an unusual/high usage detected, the customer is contacted, but that she would get a meeting with him and the utility team to further discuss.

ADJOURNMENT—The meeting was adjourned at 6:37 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL**

May 3, 2016

5:30 p.m.

Mayor Musgrave called the meeting to order at 5:30 p.m.

Reverend Ehrichs gave the Invocation.

Mayor Pro-Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Miller, and Mayor Musgrave

Absent: Council Member Jones (out of town with Fire Chief Kelly)

Also Present: City Clerk Rowell, City Attorney Sloan and Police Chief Hutto

APPROVAL OF MINUTES—On motion of Council Member Miller and second of Council Member Chaple, the minutes of the Regular Meeting of April 19, 2016 were approved, 4 ayes, 0 nays.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. **Request for Code Enforcement Abatement at 1447 Parkway Drive**—City Clerk Rowell reported that the property owner, after multiple notices and a citation, had cleared the property after the agenda and meeting notification were sent out, and that upon inspection by the Code Enforcement Officer, the property was currently in compliance with code provisions. No action necessary by the Council.

2. **Police Department Update**—Police Chief Hutto said that the department was using a new computer program, also used by the Sheriff's department, which allows data and reports to be viewed by the State Attorney's Office making information sharing quicker. He said there is a new type of monthly report he will be providing to the members from that program. He noted there were 2408 calls during the first four months of the calendar year, and the department had made 178 arrests in that same time period. He said they made 828 arrests in calendar year 2015, more than in prior years. He reviewed statistics from the Uniform Crime Reports (UCR), comparing 2014 with 2015 for violent crimes and property crimes, and reported on juvenile crime. He also reported that Detective Wilson had been able to use a contact in the Miami-Dade Police Department to get a forensic artists' sketch done of a perpetrator. They did this by Skyping with the witness in Parker. Chief Hutto showed the Council and the audience the sketch which had also been given to the media. He invited the Council members and audience members to look at the two newest police vehicles after the meeting.

Council Member Haney asked about the La Brisa Inn. Chief Hutto said that it was not a 100% success, but that it was not in the same way as it was prior to this all starting. He said there were still people who slipped in, that the department has to stay on the staff about screening of guests, but they were staying pretty close to the protocols in place, that the owners were very willing to

work with the department, that private security is still there on the weekends and that the Department still goes in regularly to check.

CLERK'S REPORT—City Clerk Rowell reported that the administrative team has re-prioritized work. First priority is researching new utility billing and financial management software; second is improving the new website; third, the June newsletter and she requested articles from the members; fourth, to research and work on the City's personnel manual; and fifth, the audit which should be complete at the end of next week or the first of the following week. She noted that the Bay County Commission will be discussing a half-cent infrastructure surtax, where the revenues would be shared with the cities based on population; that FEMA is working on new flood maps that designate flood zones in communities and that if there were workshops she would let the Council know; and, that there was a Safe Routes to Schools Committee meeting the following day at 4:00 p.m.

MAYOR'S REPORT—Mayor Musgrave said that Memorial Park buildings were re-roofed and re-painted; that the surplus property auction date would be on a Saturday in June; that there would be an all-employee meeting in May with guest speakers talking about financial management; and that the Fifth Tuesday meeting on May 31 would be about bears in urban areas.

COMMENTS AND ANNOUNCEMENTS— Council Member Miller asked if there was an ethics class available for the Council Members to take here in Bay County to fulfill the statutory requirement. He also said he did not agree with changing the land use designation for the property at 6300 E. Hwy. 98, (discussed at last meeting), and that an amendment to the Land Development Regulations (LDR) would be a better option than a variance.

Council Member Miller made a motion to have staff work on an amendment to the LDR to make automobile related services, sales and rentals only, a conditional use instead of prohibited, in MU-2 and MU-1 but only on main corridors. Council Member Chaple seconded the motion. There were 2 ayes (Miller and Chaple) and 2 nays (Haney and Musgrave). The motion did not pass for lack of a majority vote in favor of the motion.

ADJOURNMENT—The meeting was adjourned at 6:09 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
June 7, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.
Council Member Chaple gave the Invocation.
Mayor Pro-Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave
Also Present: City Clerk Assistant Shirah, City Attorney Sloan, Public Works Supervisor Tony Summerlin and Police Chief Hutto

APPROVAL OF MINUTES—On motion of Council Member Haney and second of Council Member Chaple, the minutes of the Regular Meeting of May 3, 2016 were approved, 5 ayes, 0 nays.

ITEMS FROM THE AUDIENCE—Patrick Brady addressed the Council and requested speed bumps on Lance Street to reduce the high volume of speeding vehicles and increase safety. Police Chief Hutto advised that they would increase patrol in the area. Katherine Shackleford addressed the Council to see what options were available to alleviate the amount of standing water in her yard at 5014 Lance Street after heavy rain. She said that she would talk with her neighbor about the drainage easement and continue to work with the City on a solution.

REGULAR AGENDA

1. **Request for Variance—6300 E Hwy 98**—Barry Bostwick addressed the Council to ask that he be granted a variance to open a used car lot on his property, currently a prohibited use in the Mixed Use 2 district. There was discussion with the City Attorney about whether conditions could be included in the variance and about what type of conditions might be included. Council Members expressed their concerns and asked questions. Steven Green, a nearby resident, spoke in support of allowing the business. Mayor Musgrave explained that the Council was trying to come up with a compromise. City Attorney Sloan reminded the Council that the applicant has the burden of proof and persuasion to present clear and evidence in support of the variance and then read to the Council Members the first question for the test of granting the variance, “Are there extreme practical or economic difficulties with your property in carrying out the strict letter of the City Land Development Code?” There were three “no” responses, the questions were stopped, and the variance was not granted. Mr. Bostwick told the Council he would use the property for a business that would make Parker look trashy.

2. **Stormwater Drainage from Marla Dr. to 11th St.**—Public Works Supervisor Summerlin addressed the Council to request beginning the process of investigating acquisition of a strip of property on North 11th St for stormwater drainage. Council Member Haney made a motion to begin the process, seconded by Council Member Jones and the motion passed, 5 ayes, 0 nays.

3. Discuss Mobile Food Vendors—Mayor Musgrave introduced the item, noting that there were some discussion points included in the packet such as the definition of a mobile food vendor, being in commercial areas only, needing to leave the property daily, being self-contained and removing all garbage daily. The Council liked the self-contained, leave daily/leave-no-trace of garbage, signs or tables, commercial only concepts. Josie Brian addressed the Council and advised that she was against allowing mobile food vendors in the City. Mark Weherley addressed the Council and stated that he was in favor of the City allowing mobile food vendors in the City. Mayor Musgrave noted that he wanted to proceed carefully and with full input and information and that the Council would continue to work on the issue.

CLERK'S REPORT—City Clerk Assistant Shirah reported that the 2014-2015 audit was complete and had been filed with the Auditor General and the Department of Financial Services and that Carr, Riggs, and Ingram CPA's will be attending the June 21st meeting to address the Council. She noted that water and sewer bills are now due and late fees will be applied after Friday the 10th; that the quarterly newsletter had been mailed out Friday the 3rd and that we were able to advertise the upcoming auction. She also reported that the three open positions in the utility department had been filled and that a new firefighter would be joining the City later in the month.

MAYOR'S REPORT—Mayor Musgrave reported on code enforcement activities, and asked the Council Members about cancelling the July 5th meeting due to the July 4th holiday. Some members said they would be travelling; it was agreed that the decision would be made at the June 21st Council Meeting..

COMMENTS AND ANNOUNCEMENTS—Police Chief Hutto reported that the City had good identification on a suspect in a crime and that federal marshals were looking for him in two states. Council Member Chaple noted that the dedication of the new fire truck would be the following Saturday, June 11th, at the fire station.

ADJOURNMENT—The meeting was adjourned at 7:18 p.m.



Ashley Shirah, City Clerk Assistant

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
June 21, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.
City Clerk Rowell gave the Invocation.
Mayor Pro-Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave
Also Present: City Clerk Rowell, City Attorney Sloan, and Police Chief Hutto

APPROVAL OF MINUTES—On motion of Council Member Miller and second of Council Member Haney, the minutes of the Regular Meeting of June 7, 2016 were approved with changes by City Attorney Sloan, 5 ayes, 0 nays.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. **Consideration of Approval of Dock—1336 Dover Rd.**—Mike Gaddie of Gaddie Marine addressed the Council representing property owners Stacie and Clay Galbreath. He said that dock was 120' and was similar to docks on either side. He noted that the development review resulted in a recommendation to grant the permit. Council Member Haney made a motion to approve the request for the dock permit. Council Member Jones seconded the motion and the permit was granted, 5 ayes, 0 nays.

2. **FY 2014-2015 Audit Report**—Richard McKinney of Carr, Riggs and Ingram, the City's auditing firm, presented the major findings of the audit. He noted that in the Management Discussion and Analysis section of the Financial Statements (audit), there was a comparison of net position of the 13-14 fiscal year to the 14-15 fiscal year. He referred to the audited fiscal year of 14-15 as "this fiscal year". He said that the total assets of this fiscal year were up in the Governmental Activities from \$3,081,628 prior year to \$3,944,134; the total liabilities were also up from \$475,888 to \$1,396,937 and that the total net position was down from \$2,605,000 to \$2,466,000. He noted assets in the Business-Type activities were up from \$5,815,000 to \$6,068,000 and liabilities were also up. He noted total net position was up in the Business-Type activities, from \$5,192,000 to \$5,323,000.

Mr. McKinney continued by reviewing the changes in net position which is similar to an income statement; that the revenues in the Governmental-Type activities were up primarily because of the transfer of funds (approximately \$718,000) from the Business-Type activities, and that expenses were up from \$2,146,000 to \$2,161,000; that change in net position was a \$901,000 increase. He said that in the Business-Type activities, the revenues were down from \$2,696,000 to \$2,047,000, but that without the transfer, the fund would have been up; that expenses are running very close to last, within about \$10,000; that that tells him that the City is carefully

watching expenses and budget closely to keep expenditures low; that the change in net position in Business-Type activities was down from \$961,000 to \$301,000, due to the transfer; without the transfer there would be about a million in net income.

Council Member Miller asked to look again at liabilities for Governmental Activities because they looked much higher than prior year. Mr. McKinney referred the Council to page 11, stating that this \$1,030,000 was due to new federal accounting standard (GASB 68) that retirement/pension liabilities must be booked at the local level. He said the commitment has always been there but that now it must be booked and that's why liabilities were up and equity down.

On page 17, Mr. McKinney reviewed the budget to actual comparison. He noted approximately \$11,000 of expenditures over budget in the Government-Type activities by; that the additional spending was covered by additional revenue, approximately \$286,000; but that the budget should have been amended to show both expenditure and revenue increases; that otherwise it appears that the expenditures were not authorized. Mayor Musgrave noted that the City should have budgeted the full grant expenses for each year. Mr. McKinney also reported on two findings: 1) the auditors make recommendations for journal entries and said that was common for small governments; and 2) segregation of duties and said that was also a common finding for small governments. City Clerk Rowell said she believed that monthly and end-of-year reporting will improve with new staff and a new financial management system.

3. Upcoming potential projects submittal for inclusion in the Florida Gulf Environmental Benefit Fund (GEBF) and Bay County RESTORE funds projects lists—
Dina Bautista and Cameron Morris of Dewberry/Preble-Rish presented information on several funding sources available for the City to submit the watermain replacements project, Cheri Lane stormwater project, and Earl Gilbert living shoreline project. Mr. Morris reviewed the different sources (Natural Resources Damage Act, National Fish and Wildlife Foundation, RESTORE), the amounts of funding available, and the types of projects generally funded by each. Council Member Miller asked if a dredging project might qualify and Mr. Morris said that the NRDA funding would likely be the best option. Mr. Morris also advised that the City should go after local, smaller pots of money to use as leverage to go after the bigger pots is a good strategy that has worked for other jurisdictions, which the larger programs like to see projects that are ready to be constructed. Council Member Miller asked about the living shoreline project in relation to the current two grants for the pier and the boat ramp/dock, and Council Member Haney asked about a second project for stormwater improvements at Cheri Lane, questioning if the first one worked. Ms. Bautista responded noting that the changes made were the first portion in the City's Stormwater Master Plan from the 1990s and that the second portion would provide additional treatment and improvements; that there were several phases to the City-wide plan. Mayor Musgrave responded to Council Member Haney's concerns, noting that the recently completed project was working for what it was designed for; Council Member Haney continued to say that the project was not working.

4. **Review of draft language for mobile food vendor ordinance**—Council Members reviewed the key points from their last meeting to be included in a draft ordinance and asked that parking be addressed. Council Member Haney asked about how ice cream trucks would be included. Council Member Millers and Jones said that the need was to address businesses that sold items from a movable structure and that wanted to be permanent. After discussion of whether change was really needed, the Council asked that a draft ordinance be brought back with the items discussed included.

CLERK'S REPORT—City Clerk Rowell said that financial disclosure forms were due July 1; that the administrative staff were working on procurement of financial software, improving the website, beginning the budget and getting the mobile food vendor ordinance ready.

MAYOR'S REPORT—Mayor Musgrave reported that the auction netted over \$14,000; that the old firetruck didn't sell but would be put on the GovDeals website; that the open house at the Fire Department to show the new truck drew about 25 people; and that the post office has changed delivery times and the newsletter was delivered later than expected.

COMMENTS AND ANNOUNCEMENTS—On motion of Council Member Miller and second of Council Member Haney, the Regular Council Meeting of July 5th was cancelled by a vote of 5 ayes, 0 nays. The Council agreed to schedule a workshop on the issue of garbage collection. Council Member Miller said that semi-trucks and trailer shouldn't be parked on the old Miller Motor Company property and Chief Hutto said that after a few contacts, it had been moved.

ADJOURNMENT—The meeting was adjourned at 7:04 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
WORKSHOP MEETING
PARKER CITY COUNCIL
June 23, 2016**

Mayor Musgrave called the workshop meeting to order at 5:30 p.m.

Present: Council Members Chaple, Haney, Jones, and Mayor Musgrave

Absent: Council Member Miller

Also Present: City Clerk Rowell, City Attorney Sloan and Police Sgt. Klingensmith

1. Discuss Garbage Collection for the City— Mayor Musgrave turned the topic of garbage collection over to Council Member Haney. Council Member Haney began discussing the draft ordinance section on trash (yard debris) pickup, saying that it should residents should be able to be put out prior to the day of pickup. City Attorney Sloan said that the draft ordinance he had prepared was drafted very tightly and had strict requirements that the Council could loosen as they discussed the various areas. He noted that individual customer billing was not addressed in this draft, but that he had raised the franchise amount to be paid by the garbage haulers to the City. There was discussion as to what the City of Springfield was doing with garbage and trash hauling.

Council Member Haney and Mayor Musgrave noted that illegal dumping problems created the need for mandatory pickup requirements that were now being discussed. Council Member Jones asked how the City would enforce the mandatory pickup requirements. City Attorney Sloan recommended the Council take some time to review the draft ordinance and pick out items the members want to discuss further. Council Member Haney asked about making property owners, not tenants, responsible for the garbage collection.

Mr. Wayne Wert of 1325 Stratford Avenue addressed the Council saying that the entire City would be punished for the misdeeds of some renters; that owners of rental properties should be responsible for garbage pickup; that if a single hauler is chosen, private sector jobs would be lost; that he did not want a single-hauler system.

Police Sgt. Klingensmith explained the need for garbage pickup to be mandatory to help improve the problem of illegal dumping which the police deal with regularly, and Mr. Wirth agreed that all residents should have a garbage hauler to pick up their garbage.

Council Member Haney said that property owners should pay for garbage hauling; he suggested one way to ensure garbage hauling was contracted by individual residents was to make them show their agreement with the hauler before the City would turn on water service; that with six haulers in the City, the roads are worn down faster and leaking trucks foul the community.

Page Two
Workshop Minutes
Parker City Council
June 23, 2016

Council Member Haney reiterated that his first concern was making garbage pickup mandatory and said he'd like to move ahead with the draft ordinance understanding they still did not have an enforcement solution. Council Member Jones agreed. Council Member Chaple volunteered to talk to Springfield Mayor Hammond and Panama City about their garbage pickup.

Council Member Haney suggested the City consider getting wounded warrior signs for the parking lots.

ADJOURNMENT—The workshop meeting was adjourned at 6:34 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
July 19, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.
Reverend Danny Davis gave the Invocation.
Mayor Musgrave led the Pledge of Allegiance.

Present: Council Members Chaple, Jones and Mayor Musgrave
Also Present: City Clerk Rowell, City Attorney Sloan, Police Chief Hutto, Public Works Supervisor Summerlin and Fire Chief Kelly

APPROVAL OF MINUTES—On motion of Council Member Chaple and second of Council Member Jones, the minutes of the Regular Meeting of June 21, 2016 were approved by a vote of 3 ayes, 0 nays.

Council Member Haney joined the meeting.

ITEMS FROM THE AUDIENCE—Bill Libby addressed the Council about ownership of the Donalson Point boat ramp and park based on a conversation he had with an employee of the Property Appraiser's Office. He asked why the City thought it was not the owner of the property, and asked the City to talk to the Property Appraiser's Office again.

Council Member Miller joined the meeting during Mr. Libby's comments.

Patrick Brady addressed the Council asking for speed bumps to be put in on Lance Street due to his second experience of almost being run over by speeders.

Matthew Griffin, a builder, addressed the Council asking if they would give an opinion on whether he could be granted a variance for a parcel at Arrow and Marla before he purchased the parcel. Mayor Musgrave and City Clerk Rowell responded that a re

Joanne Scott addressed the Council about the condition of Lake Martin and asked when the sludge or dead grass on top of the lake would be removed. Mayor Musgrave said that the lake was the responsibility of the Florida Fish and Wildlife Commission and said that their website gives the maintenance and treatment dates for the lake. Ms. Scott then asked, "what are the guidelines for code enforcement?" and City Clerk Rowell said she would call her to discuss that question in more depth. Ms. Scott then gave two addresses on N. Lakewood that she was most concerned about.

Anna McLain addressed the Council about a boat with someone living on it tied up at the boat ramp and park in Donalson Point. She said that the neighborhood didn't need someone living there, leaving trash, and that she would help however needed to get the boat to leave.

Duane Christie addressed the Council noting that the person living on the boat may also be putting his untreated sewage into the water or on land.

Mayor Musgrave recounted the recent history and documents showing the Donalson Point ramp and park don't belong to the City, but to several property owners in Donalson Point. He noted that both Police Chief Hutto and Fire Chief Kelly had been very involved in the past week to try to determine if there was any City jurisdiction to cause the boat to be moved. Fire Chief Kelly addressed the Council saying that the vessel's owner had been located by Police Chief Hutto and that the vessel's hull had ruptured and that the boat was discharging bilge water, which is considered a hazardous situation. The US Coast Guard was notified, the pollution response team was en route, and that the vessel would either be removed by the owner or by the Coast Guard, hopefully within the next 24 hours.

Susan Kimball addressed the Council saying that she didn't see anything on her deed that said she was a park property owner; that she would like the City to take it over.

REGULAR AGENDA

1. **Building Rentals**—Public Works Supervisor Tony Summerlin addressed the Council recommending changes to the rental policies of the City's buildings: increase deposits for both the Community Center and the PEEP Park building to \$100 to be paid in cash; increase the rental fee for the Community Building to \$150 to be paid by credit card; increase the rental fee for the PEEP Building to \$100 to be paid by credit card; and reinforce that any damage in excess of the \$100 deposit would be charged to the renter's credit card. He said the recommendations came at this time because of serious problems encountered in both buildings over the July 4th weekend. He also noted that our building rental fees are lower than other communities and that with improvements being made to our buildings, he felt the increased fees are reasonable. Council Member Haney made a motion to approve the new fee structure and rules. Council Member Jones seconded the motion and it passed, 5 ayes, 0 nays.

2. **Sports Park**—Public Works Supervisor Tony Summerlin addressed the Council stating that there was increased usage of the Sports Park such as ultimate Frisbee teams, amateur football teams and pee wee football teams. He recommended converting the two larger baseball fields into a single, large field for multiple uses. He said dugouts, fences and light poles would be moved and that most of the work would be done with City employee labor. He noted the concession stand could then be used and that activities would be more up front at the park, which is also closer to the restrooms. He also noted the other two small baseball fields were being converted to dog obedience and agility parks. Council Member Jones made a motion to approve converting the two baseball fields to one large field. Council Member Haney seconded the motion and it passed, 5 ayes, 0 nays.

3. Discuss Draft Ordinance re: Mobile Food Vendors—City Clerk Rowell distributed the draft ordinance and the Mayor reviewed the items that Council Members wanted included in the draft. Council Members agreed that the vendors should keep the property within 25 feet clear of debris, and that they should not operate within 25 feet of a fire hydrant. The Council asked that the ordinance be brought back for first reading at the next Regular Council Meeting.

CLERK'S REPORT—City Clerk Rowell said that the Northwest Florida League of Cities is asking for the top three issues currently facing our City and Members said they'd submit their top three individually; that there would be a couple of properties to be placed on the non-ad valorem tax roll at the next meeting; that 25 utility accounts are still unpaid and off; and asked to schedule budget workshop dates. The Council agreed to August 16th at 5:00 pm., August 18th at 5:00 pm, and August 23rd at 5:00 pm.

MAYOR'S REPORT—Mayor Musgrave reported that the water loss report for the year to date was at 11.5% which is about as low as it has been; that Ch. 13 might do a segment on the ultimate Frisbee games.

COMMENTS AND ANNOUNCEMENTS— Council Member Haney asked about the next workshop on mandatory garbage collection City-wide and it was scheduled for Thursday, July 28th at 5:00 pm.

ADJOURNMENT—The meeting was adjourned at 6:30 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
WORKSHOP MEETING
PARKER CITY COUNCIL
July 28, 2016**

Mayor Musgrave called the workshop meeting to order at 5:30 p.m.

Present: Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave
Also Present: City Clerk Assistant Shirah, City Attorney Sloan, Public Works Supervisor Summerlin and Police Chief Hutto

1. Discuss Draft Ordinance 2016-376 re: Mandatory Garbage Collection— Mayor Musgrave introduced the topic and asked for comments on the draft ordinance. Council Member Haney asked the other Council Members if they had ideas about how to enforce the requirements in the draft. Mayor Musgrave said that the ordinance provided for property owners of rental property, like those who rent out houses or townhouses or mobile homes, but not including apartment buildings, to be responsible for the garbage service at their rental properties, that maybe that could be done with signing their annual tax certificate. There was discussion about the difference between larger rental properties such as apartments using dumpsters instead of having every unit have individual garbage services.

Council Member Miller raised the question of garbage service being required to be paid for even if the service is not used; that he thought the ordinance needed a lot of work; that it should have gone to the Planning Commission; that discussion on the ordinance should be slowed down; that he thought this was being moved quickly for the budget; that he thought the ordinance would cause the garbage cost to go on the utility bill. Council Member Haney responded that this ordinance would not change anything to put costs on the utility bill, and City Attorney Sloan agreed. Council Member Haney said that the ordinance only made garbage collection mandatory, that it didn't change the current multiple hauler system.

Mayor Musgrave noted that on page 16, there was a difference between some paragraphs' franchise fee amounts; some were at 5% and some were at 20%. The Council reviewed the proposed rates Springfield received from their Request for Proposal for Garbage Collection.

Council Member Miller stated that he wanted to wait on First Reading, but other Council Members asked that the agenda for the Regular Council Meeting of August 2 be amended to add the First Reading of Ordinance 2016-376. City Attorney Sloan asked that if the members wanted any changes to let him or the City Clerk know and he would work to have a new draft to them by Monday afternoon.

Page Two
Workshop Minutes
Parker City Council
July 28, 2016

Chief Hutto asked about municipal citations as an option for enforcement

ADJOURNMENT—The workshop meeting was adjourned at 5:32 p.m.


Ashley Shirah, City Clerk Assistant

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
August 2, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.
Reverend Randall Ehrichs gave the Invocation.
Mayor Musgrave led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones and Mayor Musgrave

Absent: Council Member Miller

Also Present: City Clerk Rowell, City Attorney Sloan, Police Chief Hutto, Public Works Supervisor Summerlin

APPROVAL OF MINUTES—On motion of Council Member Haney and second of Council Member Chaple, the minutes of the Workshop Meeting of June 23, 2016 and of the Regular Meeting of July 19, 2016 were approved by a vote of 4 ayes, 0 nays. The Council asked that the minutes from the July 28, 2016 Workshop Meeting be deferred for approval until the August 16, 2016 Regular Meeting.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. **First Reading of Ordinance No. 2016-375—Mobile Food Vendors**—Council Member Haney made a motion to read Ordinance No. 2016-375 and Council Member Jones seconded the motion. The motion passed, 4 ayes, 0 nays, and City Clerk Rowell read the ordinance by title:

AN ORDINANCE OF THE CITY OF PARKER, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF PARKER (ORDINANCE NO. 2010-349, AS AMENDED); AMENDING CHAPTER 18 OF THE CODE OF ORDINANCES RELATED TO SOLICITORS AND MOBILE FOOD VENDORS; PROVIDING FOR SEVERABILITY; PROVIDING A MECHANISM FOR THE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR THE LIBERAL CONSTRUCTION OF THIS ORDINANCE; PROVIDING FOR CODIFICATION AND REPEALER CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

The Council agreed that anyone addressing the Council on agenda items at this meeting should have five minutes. No one addressed the Council on this ordinance and it was set for Second Reading on August 16, 2016.

2. **First Reading of Ordinance No. 2016-376—Mandatory Garbage Collection**—Council Member Haney made a motion to read Ordinance No. 2016-376 and Council Member Chaple seconded the motion. The motion passed 4 ayes, 0 nays, and City Clerk Rowell read the ordinance by title:

AN ORDINANCE OF THE CITY OF PARKER, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF PARKER (ORDINANCE NO. 2010-349, AS AMENDED); AMENDING CHAPTER 66 OF THE CODE OF ORDINANCES RELATED TO SOLID WASTE; PROVIDING FOR SEVERABILITY; PROVIDING A MECHANISM FOR THE CORRECTION OF SCRIVENER'S ERRORS; PROVIDING FOR THE LIBERAL CONSTRUCTION OF THIS ORDINANCE; PROVIDING FOR CODIFICATION AND REPEALER CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

Anna Marie Morris addressed the Council saying that she disagreed with mandatory garbage collection and said she did not want to pay another 20% franchise fee; that she did not feel the Council should tell people how to deal with their trash; that code enforcement should do their job; that feels the issue was all about getting money for the City.

Molly Wert addressed the Council saying she was in favor of mandatory garbage pickup but wants choice in who collects her garbage; that it should be a free-market choice; that she doesn't want the Council to set the rates; that there were two fees noted, a franchise and a permit fee and that she didn't want her rates to go up.

Aubrey Williams addressed the Council saying that the increase in rates would be a win-win but he disagreed; that there were garbage houses, zombie houses in the community that needed to be cleaned up.

Darlene Jenkins addressed the Council saying that she is on a fixed income and shares garbage pickup with her neighbor; that if franchise fees are raised they won't be able to afford garbage pickup; that there is garbage in the mobile home parks because they are transient rentals.

Donna Jacobs addressed the Council saying that she has lived in several areas of the County and that until she bought a house in Parker, her garbage bill had always been part of her water bill; that now she either has to pay for it herself or haul it away; that her husband currently takes their garbage to his workplace; that she was against mandatory pickup.

Vicki Handrop addressed the Council saying that 20% is a lot to pay and is happy with her current garbage collector.

City Clerk Rowell addressed the Council and the audience noting: how the permit fee/franchise fee is collected by the City; that the increased fee in the draft ordinance was for discussion only and is a separate issue than mandatory collection; that the key issues discussed at the workshop were to keep garbage contained, when it should be set out and brought back, that it be picked up by a qualified hauler, and that landlords would be responsible for ensuring garbage collection at their rental properties.

Council Member Haney explained that sharing service was actually theft of service from the private garbage hauler; that people who don't have garbage service often place their garbage in other people's cans, another theft of service issue, or let it sit until it is a public health hazard. He said it was hard for the Council to make the good people who do the right thing suffer from some some undesirables in the community who don't take care of their garbage.

Darlene Jenkins addressed the Council again about the franchise fee and how she didn't want to pay that amount on top of her bill, but said that she understood what the Council wanted to do.

Anna Marie Morris addressed the Council again and said that she didn't want to be punished by having higher garbage fees and that she did not think that mandatory collection would clean up the City.

Moses Nielsen addressed the Council saying he wanted free choice for his garbage service; that he didn't want to have to pay for garbage service for a vacant house.

Mayor Musgrave clarified that the ordinance in front of the Council does not change the market choice that the citizens currently have, and suggested that the Council "disconnect" the franchise or permit fee issue from this ordinance and deal only with the issue of mandatory collection.

Molly Wert addressed the Council again about redundant fees, one being franchise and one being permit, and that the duplication should be corrected.

City Clerk Rowell went over the current procedure for dealing with code violations for garbage, noting it is a compacted time frame since garbage is a health issue for the entire community.

Council Member Chaple clarified that the entire code on garbage collection was not changed by this ordinance, just a few areas; that two of those key areas are that trash, which is yard debris, and garbage, generated from in the house, be separated at the curb and that bags can't be set by the cans, that it must all be contained.

City Attorney Sloan gave a brief description of the changes proposed in the draft ordinance, noting that the words franchise and permit were both used and that he had made the language consistent to "permit"; that the definition of multi-family dwelling was changed to mean five or more separate dwelling units and that that was important in the explanation of who was responsible for the garbage hauling; that people had 24 hours before garbage pickup to put their containers at the road; and that the effective date was made October 1, 2016.

The Council asked that another workshop be scheduled before the next regular meeting.

3. Resolution No. 2016-336 - Sidewalks— Council Member Haney made a motion to read Resolution No. 2016-336 and Council Member Jones seconded the motion. The motion passed 4 ayes, 0 nays, and City Clerk Rowell read the resolution by title:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PARKER, FLORIDA, SEEKING TO MAKE THE CITY A SAFER PLACE FOR PEDESTRIANS AND DRIVERS; SUPPORTING FUNDING FOR THE INSTALLATION OF NEW SIDEWALKS ALONG BUSINESS HIGHWAY 98, SR 22A AND WEST STREET; AND RECOGNIZING THE IMPORTANCE OF PEDESTRIAN WALKWAYS FOR ACCESS TO SCHOOLS, PARKS, AND BUSINESSES.

Council Member Haney made a motion to adopt Resolution No. 2016-336. The motion was seconded by Council Member Jones and the resolution was adopted, 4 ayes, 0 nays.

CLERK'S REPORT—City Clerk Rowell gave an update on the grant applications for sidewalks, both the Transportation Alternatives Program and the Safe Routes to Schools.

City Attorney Sloan said he was working with Public Works Supervisor Summerlin on a deed for drainage around Marla Drive; that it had been received and would be recorded and will help solve some utility access problems.

MAYOR'S REPORT—Mayor Musgrave read two thank you notes to the Police Department, and praised the Fire and Police Departments.

COMMENTS AND ANNOUNCEMENTS— Council Members Chaple, Haney and Jones all noted how much sidewalks were needed as they constantly see people with baby strollers walking by the road-side and handicapped individuals in mobile chairs.

ADJOURNMENT—The meeting was adjourned at 6:38 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
WORKSHOP MEETING
PARKER CITY COUNCIL
August 10, 2016**

Mayor Musgrave called the workshop meeting to order at 5:30 p.m.

Present: Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave

Also Present: City Clerk Assistant Shirah, City Attorney Sloan, and Police Sergeant Peavy

1. **Discuss Ordinance 2016-376—Mandatory Garbage Collection—** Mayor Musgrave introduced the topic and City Attorney Sloan identified changes from the last version, including clarifying definitions of solid waste, trash, garbage and refuse. Council Member Jones asked about page 17 where it states that trash should be stacked neatly, particularly leaves, and there was discussion about shared trash piles (yard debris) in several areas of the City. There was also discussion about shared containers at apartment or townhome complexes, and City Attorney Sloan advised that the ordinance did not allow shared containers. Council Member Chaple questioned the requirement to have dumpsters enclosed if the dumpster is on a property next to a property in a residential land use and visible from a public right-of-way. Council Member Haney noted that enclosed dumpsters are less likely to have illegal dumping.

Council Member Miller stated that he did not agree with the ordinance, that it made certain people responsible for the actions of others, that he didn't think it could be enforced.

Mayor Musgrave asked if anyone wanted changes made to the ordinance before the public hearing the following Tuesday. Council Member Chaple said that he didn't want to require enclosures for dumpsters, but Council Member Haney said he wanted that requirement left in the ordinance. Council Member Jones said he didn't have any changes. Council Member Miller said that he still didn't like the ordinance.

Mayor Musgrave noted that the draft of the ordinance with the changes identified by City Attorney Sloan would be the ordinance brought for the public hearing.

ADJOURNMENT—The workshop meeting was adjourned at 6:10 p.m.


Ashley Shirah, City Clerk Assistant

**MINUTES
WORKSHOP MEETING
PARKER CITY COUNCIL
August 16, 2016**

Mayor Musgrave called the workshop meeting to order at 5:00 p.m.

Present: Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave

Also Present: City Clerk Rowell and Police Chief Hutto

1. Review Draft Budget Documents— Mayor Musgrave asked City Clerk Rowell to review the documents in their packets. She noted that first document was from the City's health insurance agent, showing that the current plan was no longer available, but that there were two options with lower premiums than the current plan, one of which had overall better benefits for employees, and she noted that the agent would be at the workshop Thursday evening to discuss. City Clerk Rowell noted that the next two documents were a comparison of municipal water and sewer retail rates for those municipalities purchasing water from Bay County, and that Parker currently had the least expensive rates up to 3000 gallons of use, that 63% of Parker citizens use 3000 gallons or less. She said the next document was the Funds Summary sheet, and that the documents following that were the detailed budgets for each department in the General Fund and the Utility Fund. She noted that the Funds Summary showed an end-of-year projection for the General Fund revenues of about \$2.1 million and for General Fund expenditures of about \$2.4 million, which included the interfund transfer in of about \$406,300. The end-of-year projection for the Utility Fund revenues is about \$2.3 million and for expenditures is about \$1.8 million, which included \$500,000 in both categories for grant funding. She noted that for this fiscal year, without any further work or analysis, the overage would be about \$188,000.

City Clerk Rowell reviewed the proposed FY 16-17 budget column on the Funds Summary. She reviewed estimated General Fund revenues of about \$2.1 million and expenditures of about \$2.6 million, and estimated Utility Fund revenues of about \$2.4 million and expenditures of about \$1.9 million. She stated that the proposed budget included: a slight decrease for the BCBS health insurance premium, a 3% water and sewer rate increase, a 2.85% sewer increase from the County, a State retirement system increase, \$100,000 to be placed into operating reserves, \$125,000 for street paving, a \$22,000 pickup truck, \$38,000 for the first SRF loan payment, a 2% COLA for all employees, \$60,000 for water meters, and \$18,000 for fire hydrants. The two capital needs not funded were identified as \$30,000 in the General Fund for new shelters at Earl Gilbert Park and \$335,000 for a new vac truck in Utilities. She said that under this scenario, the deficit would still be \$58,516. She also noted lower projected revenues in the electric franchise fees and utility taxes and for the local option gas tax, that the items requested by department came from the department heads, and that the workers' compensation rates will likely increase from the State.

ADJOURNMENT—The workshop meeting was adjourned at 5:28 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL**

**August 16, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.
Reverend Rhinehart gave the Invocation.
Mayor Pro Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave
Also Present: City Clerk Rowell, City Attorney Sloan and Police Chief Hutto

APPROVAL OF MINUTES—On motion of Council Member Chaple and second of Council Member Haney, the minutes of the Workshop Meeting of July 28, 2016 and of the Regular Meeting of August 2, 2016 were approved by a vote of 5 ayes, 0 nays.

ITEMS FROM THE AUDIENCE—Mr. Roy Carmer addressed the Council stating that he wants to put in a privacy fence but that he didn't want to pay to application review/permit fee of \$100, that it was a burden to pay that amount. He asked the City to revisit the permit fee structure to lessen the amounts.

REGULAR AGENDA

1. **Dock Permit—4711 Sunset Drive/Bruckshen**—Tom Thackery of Seabyrd Marine Construction addressed the Council on behalf of the Bruckshens. On motion of Council Member Chaple and second of Council Member Jones, the dock permit was granted, 5 ayes, 0 nays., and City Clerk Rowell read the ordinance by title:

2. **Pier at Earl Gilbert Park**—Pearce Barrett, Project Coordinator for the Florida Department of Environmental Protection (DEP) addressed the Council, stating that the pier project was part of the Phase 3 Early Restoration Projects; that DEP received the funding from British Petroleum (BP) in October of 2014; that the total funding for the City's project is \$993,649 which includes administration, design, permitting, associated studies, construction and construction monitoring; that NOAA and the Department of the Interior had regulatory reviews and requirements and most of those, such as archaeological and marine mammal/fish studies have been completed, but are still waiting for reports on some studies from federal agencies; that those reports may affect how the project progresses; that the federal agencies have about four more months to finish their review but expect perhaps six months (early 2017) for final results; that DEP will be developing the specifications for hiring a consultant to design and permit the facility; that he had serious concerns that the budget submitted for the pier might not be sufficient and that he was looking for other dollars in the program which remain from projects

that came in under budget, were discontinued or abandoned, or from interest earned on the money from BP: that if the pier was over budget, we would be able to complete it with the additional funds he mentioned.

He said that timing for the project would probably be: the design team would be engaged as soon as the federal reviews are completed (early 2017), the design and permitting would take approximately 6-12 months, construction could begin late 2017 or early 2018 and pier finished maybe in spring of 2018. He noted that construction should take about 6 months.

Mayor Musgrave asked Dina Bautista of Dewberry/Preble Rish to update the Council on the Florida Wildlife Commission grant for the park for boat ramp, parking and dock improvements. Ms. Bautista said there would be a new dock, more trailer parking places, driveway, roadway and ramp improvements; that the bid would be let at the end of August; that the construction period should be 3-4 months. She noted they were working with Mr. Barrett on the timing so that the pier construction wouldn't harm the work that would be done for the dock and parking.

The Mayor suggested changing the order of the items as one of the presenters was not yet present. The Council took up item 4 as the third item.

3. Resolution 2016-335—Public Hearing on certification of Non-Ad Valorem Assessments for Tax Roll—Mayor Musgrave introduced the item and opened the public hearing. No one wished to speak and the public hearing was closed.

Council Member Haney made a motion to read Resolution 2016-335 and Council Member Miller seconded the motion. The motion passed 5 ayes, 0 nays, and City Clerk Rowell read the resolution by title:

A RESOLUTION OF THE CITY OF PARKER, FLORIDA, ESTABLISHING THE TOTAL SUM OF THE NUISANCE ABATEMENT; SETTING THE AMOUNT ASSESSED AGAINST EACH AFFECTED PARCEL OF PROPERTY FOR THE PERIOD BETWEEN NOVEMBER 1, 2014 AND OCTOBER 31, 2015; PROVIDING FOR THE USE OF THE UNIFORM METHOD OF COLLECTION; AND PROVIDING FOR AN EFFECTIVE DATE.

City Attorney Sloan explained that this resolution would allow the City to place two properties on the tax roll, which when taxes are paid, recoups the funds expended by the City to abate the nuisance (clean up) the properties. City Clerk Rowell noted that the properties were on Robins Court and the owner was Centurion I, Inc.

Council Member Miller made a motion to adopt Resolution No. 2016-335 and Council Member Jones seconded the motion. The motion passed 5 ayes, 0 nays, and the resolution was adopted.

4. **East Bay Flats Development Order**—Jimmy Sharpe, Project Coordinator, addressed the Council requesting an extension for the development order previously granted by the Council. He explained that a new funding source, 221(4)(d) from the US Department of Housing and Urban Development (HUD), had been identified by a finance company called Greystone, and that the owner was pursuing because it was very advantageous financing. He noted it was not what people think of for HUD housing like “Section 8” or “low income”, that this a new option for housing construction, that the design would not change from the what the Council had previously seen, and that he expected to know within the next 6 months. On motion of Council Member Chaple and second of Council Member Jones, a 6-month extension was granted by a vote of 5 ayes, 0 nays.

5. **Public Hearing and Second Reading of Ordinance No. 2016-375—Mobile Food Vendors**—Council Member Haney made a motion to read the ordinance, seconded by Council Member Chaple, and it passed 5 ayes, 0 nays. City Clerk Rowell read Ordinance No. 2016-375 by title:

AN ORDINANCE OF THE CITY OF PARKER, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF PARKER (ORDINANCE NO. 2010-349, AS AMENDED); AMENDING CHAPTER 18 OF THE CODE OF ORDINANCES RELATED TO SOLICITORS AND MOBILE FOOD VENDORS; PROVIDING FOR SEVERABILITY; PROVIDING A MECHANISM FOR THE CORRECTION OF SCRIVENER’S ERRORS; PROVIDING FOR THE LIBERAL CONSTRUCTION OF THIS ORDINANCE; PROVIDING FOR CODIFICATION AND REPEALER CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

City Clerk Rowell reviewed changes from the first reading. Mayor Musgrave opened the public hearing. There was no public comment and the public hearing was closed. On motion of Council Member Miller and second of Council Member Chaple, Ordinance No. 2016-375 with updates was adopted by a vote of 5 ayes, 0 nays. City Attorney Sloan reminded the Council that the moratorium put into place previously ends with the adoption of this ordinance.

6. **Public Hearing and Second Reading of Ordinance No. 2016-376—Garbage Collecton**—Council Member Haney made a motion to read the ordinance, seconded by Council Member Jones, and it passed 5 ayes, 0 nays. City Clerk Rowell read Ordinance No. 2016-376 by title:

AN ORDINANCE OF THE CITY OF PARKER, FLORIDA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF PARKER (ORDINANCE NO. 2010-349, AS AMENDED); AMENDING CHAPTER 66 OF THE CODE OF ORDINANCES RELATED TO SOLID WASTE; PROVIDING FOR SEVERABILITY; PROVIDING A MECHANISM FOR THE CORRECTION OF SCRIVENER’S ERRORS; PROVIDING FOR THE LIBERAL CONSTRUCTION OF THIS ORDINANCE; PROVIDING FOR CODIFICATION AND REPEALER CLAUSES; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor Musgrave opened the public hearing.

Cheryl Livesay addressed the Council saying that if garbage pickup was added to utilities it would be a strain.

Darlene Jenkins addressed the Council saying that on Cedar St. they had about 12 days of overflowing and strewn garbage at their neighbors' houses.

Mayor Musgrave closed the public hearing. Council Member Chapel explained that there is no additional cost to anyone who currently has a garbage hauler picking up their garbage, but that everyone needs to have garbage pickup. Council Member Haney made a motion to adopt Ordinance No. 2016-376. Council Member Jones seconded the motion. Council Member Miller said that he didn't think there was a way to enforce the requirements of the ordinance; that it would be more difficult for code enforcement; that the only way would be to have a single hauler or the City handle garbage pickup. The Mayor called for the vote and the motion passed, 4 ayes, 1 nay, with Council Member Miller providing the dissenting vote.

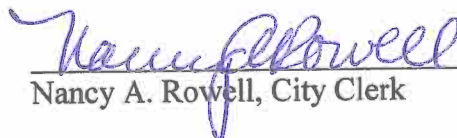
CLERK'S REPORT—City Clerk Rowell reviewed upcoming meeting and workshop dates.

City Attorney Sloan said he was working with Public Works Supervisor Summerlin on a deed for drainage around Marla Drive; that it had been received and would be recorded and will help solve some utility access problems.

MAYOR'S REPORT—Mayor Musgrave said that on August 23 at 2:00 pm at the Community Center there would be a Purple Heart ceremony to present the award to Parker citizen Joe Ed Hutchison.

COMMENTS AND ANNOUNCEMENTS—None

ADJOURNMENT—The meeting was adjourned at 6:26 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
WORKSHOP MEETING
PARKER CITY COUNCIL
August 18, 2016**

Mayor Musgrave called the workshop meeting to order at 5:01 p.m.

Present: Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave

Also Present: City Clerk Rowell, Bookkeeper Dean, Police Chief Hutto, Fire Chief Kelly, Public Works Supervisor Summerlin

1. Review Draft Budget Documents— City Clerk Rowell explained that after Tuesday evening's meeting, some changes had been made to better realign the grant dollars; that in the Utility Fund there was about a \$16,000 change; that for the end of this fiscal year, the projection is that there should be approximately \$204,000 unspent.

Carter Middlemas of Acentria Insurance, the City's property/casualty insurance agent, addressed the Council regarding the Florida's workers' compensation insurance system, recent court cases that have led to the need for rate increases, and the City's improved loss picture and lower experience mod. His prediction was that state workers' compensation insurance rates could increase by 19%, but that due to the lower experience mod, the increase would be minimal, if any, to the City. He said that property insurance premiums should be lower for the City and that the City had done a good job reducing accidents.

Dennis Barnes of Barnes Insurance and Financial Services addressed the Council regarding health insurance programs and options. He noted that the current Florida Blue Cross Blue Shield (BCBS) plan would not be available for the next year and presented two options for plans from BCBS. He reviewed both options and recommended Option 2 to the Council because it has lower deductibles, a lower out-of-pocket cost, lower co-pays for doctors, inpatient, emergency room services, and drugs. He noted that the annual savings to the City would be \$456 but that the real savings would be to the employees for the lower costs.

Fire Chief Kelly thanked the Council for the health insurance provided by the City. He presented his budget for 2016-17, noting that it was basically the same as the current year, but with the request for the 2% COLA; that expenses were higher for current year because of the purchase of the new fire engine; that special pay, provided by the state for education achievements, is lower this year and projected because of two firefighters leaving and he didn't expect to gain firefighters who would qualify the department for more special pay. He said his overtime costs were up due to being shorthanded. There were no questions from the Council Members.

Police Chief Hutto presented his budget, noting that there was an approximately \$62,000 budget change downward from current year due to patrol cars budgeted in this year; but that he didn't want vehicles for next fiscal year; that he felt the vac truck in Utilities was more needed; that he had identified a \$6,300 reduction in operating expense he wanted to use in Personnel Services for officer raises; that with the workers' compensation insurance increase and some other shifting, his 2016-17 budget would increase about \$2,400 over current year; that there is \$3,750 budgeted

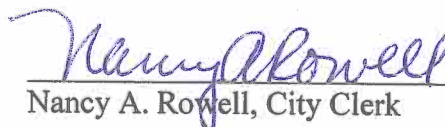
for replacement handguns but asked if he could use that for automated rifles for the vehicles; that a donor had already given the department two automated rifles. Council Member Haney asked about the mobile speed device/sign and Chief Hutto noted it was not workable, only the trailer it sits on. He said there are new devices that are approximately \$2,000 and after discussion, it was suggested putting that item and approximately \$1,700 in the budget.

Public Works Supervisor Summerlin presented his budgets (Trash, Street, Fleet, Parks, and Utilities), noting that the City of Panama City had called to find out what Parker was doing to handle trash so efficiently; that fuel costs were down because of having the roll-off dumpster and disposing of trees at Gulf Coast Tree Service for chipping; that the Street budget had been increased to cover more work on building and grounds and equipment; that repaving was included in this budget. Council Member Haney asked which streets were scheduled for repaving and Mr. Summerlin said Shade, Collins and several others. Mayor Musgrave said that there would be a ballot item for a ½ cent sales surtax for local government infrastructure on the November ballot and that if passed, the City could use those funds for repaving all City streets. Mr. Summerlin noted an increase in the Fleet budget for small tools, and in Parks for building and grounds, mostly for new LED lighting, and a new truck. He highlighted the capital needs for new shelters at Earl Gilbert Park due to the deteriorating block pillars, and a new vac truck for utility work.

City Clerk Rowell presented her budgets (General Government and Code Enforcement), noting that there was an overall reduction, primarily due to moving costs for building and grounds into the Parks budget. The Mayor asked the Council if they wanted to fund the Bay County trolley for \$4,000 and Council Member Miller said he thought it should be self-sufficient. Council Member Jones asked if the fine could be increased for multiple complaints on an animal so that high costs for the Bay County Animal Control contract could be offset.

City Clerk Rowell reviewed the upcoming Workshop Meeting, Regular Meeting and Budget Public Hearing dates: Aug. 23, Sept. 1, Sept. 6, Sept 15 and Sept. 20. She noted that for the workshop on the 23rd, the budget documents would be balanced and show the carry-over amounts. The Council agreed that one more workshop was all that was needed before the public hearings. Council Member Miller expressed concern about the 2% COLA for employees and the annual 3% water and sewer increase. Council Member Jones said he thought the COLA should be more than 2%

ADJOURNMENT—The workshop meeting was adjourned at 7:06 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
SPECIAL MEETING
PARKER CITY COUNCIL
September 1, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:30 p.m.

Mayor Musgrave gave the Invocation.

Mayor Pro Tem Miller led the Pledge of Allegiance.

Present: Council Members Miller, Jones, Haney, Chaple, and Mayor Musgrave

Also Present: City Clerk Rowell, Bookkeeper Dean and Public Works Supervisor Summerlin

ITEMS FROM THE AUDIENCE—None

1. Public Hearing on City of Parker and Community Redevelopment Agency 2016-2017 Budgets—Mayor Musgrave opened the Public Hearing. No members of the public commented on the proposed budgets and the Public Hearing was closed.

City Clerk Rowell handed out the Fund Summary document and the Budget Summary, noting that any changes the Council agreed to at the meeting would be included in the Budget Summary. She said the Budget Summary would be advertised in the newspaper and would be placed into a resolution for adoption at the September 15th public hearing as the 2016-2017 Budget. Ms. Rowell reviewed changes made from the August 23rd workshop: reduced fuel expense projections (\$21,000), included \$30,000 for gazebo repairs at Earl Gilbert Park, reduced street paving budget from \$125,000 to \$50,000, included a speed recording device for \$1,700, funded the Trolley for \$3,000.

She reviewed funding options for the purchase of a new vac truck which Public Works Supervisor Summerlin and she had identified: 1) use surplus funds for entire purchase price; 2) use funds from two certificates of deposit (CD), each in the amount of \$250,000 and put remainder of funds wherever the Council directs; 3) use all funds from one CD and pay remaining balance using surplus funds; 4) finance the full amount of the truck for 5 years at 2.69%; 5) use any amount of surplus funds or CD funds for a down payment and finance any remainder for any number of years.


City Clerk Rowell said that the Council had asked at the last meeting that all employees receive a cost of living adjustment and that she had included a 2% as had been discussed. She noted that the department heads had indicated the 2% works; however, in the police department, there had also been calculated an additional 2% for officers (not dispatch or chief). She referred back to the funds summary sheet which showed a projected surplus of approximately \$205,000 for the current fiscal year; that the deficit for the upcoming FY 16-17 would be about \$17,000 which was shown as being made up from current year surplus; that the balanced budget included the transfer from the utility fund to the general fund.

Page Two
Minutes
Special Meeting
September 1, 2016

Council Miller asked if the two CDs being discussed were committed to a specific use or as guaranteed funds and City Clerk Rowell responded in the negative. Council Member Miller recommended using one of those CDs for the vac truck and using another CD, restricted to utility repair and replacement, to make up the difference. Council Member Haney asked Public Works Supervisor Summerlin if he knew of any projects that are a looming problem that would need funding from the CDs, and Mr. Summerlin responded in the negative, that the only project upcoming was a manhole that needed to be refurbished which should be less than \$50,000. Council Member Jones suggested using one CD and fund the remainder of the truck from surplus. Council Member Miller spoke in favor of preserving the surplus and using a restricted CD; the Mayor clarified that the two non-restricted CDs could be used and the remainder be placed in a utility designated CD, and the Council Members agreed that option 2 identified by Mr. Summerlin and Ms. Rowell and clarified by the Mayor was how they wanted to fund the vac truck.

Council Member Miller suggested purchasing another police vehicle and after discussion with Chief Hutto about whether it would be an SUV or a car, the Council agreed to fund a vehicle as determined by the Chief in an amount not to exceed \$40,000. Council Member Jones suggested continuing to put \$100,000 or some other significant amount into an operating reserve account, and Council Members Haney and Miller agreed. The members agreed on the 2% increase for all employees and an additional 2% for police officers, and discussed that the Fire Chief did not want the additional 2% for firefighters. Council Member Jones said he thought the budget was good and the process had been a good one this year.

ADJOURNMENT—Mayor Musgrave adjourned the meeting at 6:05 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
SPECIAL MEETING
PARKER CITY COUNCIL
September 15, 2016
5:30 p.m.**

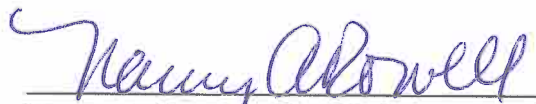
Mayor Musgrave called the meeting to order at 5:30 p.m.
Mayor Musgrave gave the Invocation.
Mayor Pro Tem Miller led the Pledge of Allegiance.

Present: Council Members Miller, Jones, Chaple, and Mayor Musgrave
Absent: Council Member Haney
Also Present: City Clerk Rowell

ITEMS FROM THE AUDIENCE—None

1. **Public Hearing on City of Parker and Community Redevelopment Agency 2016-2017 Budgets**—Mayor Musgrave opened the Public Hearing. No members of the public commented on the proposed budgets and the Public Hearing was closed.
2. **Resolution No. 2016-337-Adopting City Final Budget for FY 2016-2017**—Council Member Miller made a motion to read Resolution 2016-337. It was seconded by Council Member Jones and the motion passed, 4 ayes, 0 nays. City Clerk Rowell read the resolution by title. Council Member Miller made a motion to adopt Resolution 2016-337. It was seconded by Council Member Chaple, the motion passed and Resolution 2016-337 was adopted by a vote of 4 ayes, 0 nays.
3. **CRA Resolution No. 2016-20-Adopting CRA Final Budget for FY 2016-2017**—Council Member Miller made a motion to read Resolution 2016-20. It was seconded by Council Member Chaple and the motion passed, 4 ayes, 0 nays. City Clerk Rowell read the resolution by title. Council Member Miller made a motion to adopt Resolution 2016-20. It was seconded by Council Member Jones, the motion passed and Resolution 2016-20 was adopted by a vote of 4 ayes, 0 nays.

ADJOURNMENT—Mayor Musgrave adjourned the meeting at 5:35 p.m.


Nancy A. Rowell, City Clerk

**MINUTES
REGULAR MEETING
PARKER CITY COUNCIL
September 20, 2016
5:30 p.m.**

Mayor Musgrave called the meeting to order at 5:31 p.m.
Mayor Musgrave gave the Invocation.
Mayor Pro Tem Miller led the Pledge of Allegiance.

Present: Council Members Chaple, Haney, Jones, Miller and Mayor Musgrave
Also Present: City Clerk Rowell, City Attorney Sloan and Police Chief Hutto

APPROVAL OF MINUTES—On motion of Council Member Chaple and second of Council Member Miller, the minutes of the Workshop Meeting of August 10, 2016, the Workshop Meeting of August 16, 2016, and the Regular Meeting of August 16, 2016 were approved by a vote of 5 ayes, 0 nays.

ITEMS FROM THE AUDIENCE—None

REGULAR AGENDA

1. **Traffic Signal Maintenance Contract Amendment**—Mayor Musgrave introduced the issue and after brief discussion, Council Member Haney made a motion to approve the amendment. The motion was seconded by Council Member Miller and passed, 5 ayes, 0 nays.
2. **Discussion of Participation in Veterans Day Parades**—Mayor Musgrave said that he had received information from Bay County and the City of Callaway asking if Parker wished to participate in their parades on November 11th. He said he had forwarded the information to the Police and Fire Departments and asked the Council Members to let the City Clerk know if they wanted to participate.
3. **Resolution 2016-338—Five Year Capital Plan**—Mayor Musgrave introduced the item, noting that the Capital Plan had been previously discussed, but had not been formally adopted; that for seeking certain grants, the City must have a formally adopted plan; that the changes were to purchase the vac truck, not finance it, and that FY 2020-2021 had been added. On motion of Council Member Haney and second of Council Member Miller, the City Clerk read Resolution 2016-338 by title:

A RESOLUTION OF THE CITY OF PARKER, FLORIDA, ADOPTING A FIVE
YEAR SCHEDULE OF CAPITAL IMPROVEMENTS FOR THE CITY OF
PARKER; AND EXPRESSING INTENT TO SUBMIT CERTAIN
IMPROVEMENTS FOR GRANT FUNDING.

Dina Bautista, engineer for Dewberry Preble Rish, discussed two grant applications to be submitted to the Florida Recreation Development Assistance Program (FRDAP): one for \$50,000 for Earl Gilbert Park shelter roofs and tables, a seawall top rail and a walkway, with the City contributing \$30,000 as a match; and one for \$50,000 for Sports Complex picnic tables, shelters, water fountains, and painting and roofing the concession stand, with a secondary element for funding goal posts at \$6,500.

Council Member Miller explained the concept of a splash pad park and asked that \$50,000 be added to the Five Year Capital Plan in each of years 2018, 2019 and 2020, a total of \$150,000, for a splash pad park and the Council agreed. Council Member Miller made a motion to adopt Resolution No. 2016-338, with the Five Year Capital Plan amended to include the set aside of a total of \$150,000 over three years, in anticipation of splash pad park funding but to be discussed at a later date, and Council Member Haney seconded the motion. The motion passed 5 ayes, 0 nays, and Resolution No. 2016-338--Five Year Capital Plan, was adopted.

CLERK'S REPORT—City Clerk Rowell updated the Council Members regarding the Bay County Half-Cent Local Government Infrastructure Sales Surtax referendum, noting that the referendum will be on the November 11th ballot. She reviewed the key components: 1) surtax revenues from the entire county would be allocated to municipalities by population, 2) residents and visitors pay the tax with an estimate of 63% of the tax being paid by those not residing in Bay County, 3) county property taxes would be held the same or lowered, 4) the tax is limited to 10 years, and 5) each community would have a citizen oversight committee. She noted again that the revenues must be used for infrastructure improvements such as repaving roads, building sidewalks, and building or improving water and sewer lines and facilities. She also said that the Council may wish to consider passing a resolution in support of the referendum being on the ballot. City Clerk Rowell reminded the Council she would be out of town until Monday, October 3.

MAYOR'S REPORT—Mayor Musgrave read a thank you note for the Fire Department and one for Officer Strickland of the Police Department.

COMMENTS AND ANNOUNCEMENTS—Council Member Miller, the City's TPO representative, asked for the appointment of an alternate for the TPO Board. Council Member Jones volunteered.

ADJOURNMENT—The meeting was adjourned at 6:10 p.m.


Nancy A. Rowell, City Clerk