

Town Council Special Meeting Minutes
Orange Park, Florida
June 24, 2008
5:01 P.M.

The regular meeting of the Orange Park Town Council was called to order in the Town Hall Council Chambers with Mayor Steve Jones presiding.

Other Councilmen present were Vice-Mayor Renninger and Councilmen Howard, Morgan and Standifer. Also, in attendance were Town Attorney Rob Bradley, Town Manager John W. Bowles and Town Clerk Joyce Bryan.

The invocation was given by Mayor Jones following which Councilman Morgan led the audience in the pledge of allegiance.

PUBLIC HEARING AND ADOPTION OF A 5-YEAR CAPITAL IMPROVEMENT PLAN FOR THE FISCAL YEARS 2008-2009 THROUGH 2012-2013

Town Manager Bowles addressed the Council to explain that in accordance with the Town Charter the Capital Plan must be adopted no later than July 1st. He went on to state that the Capital Plan had been presented to the Council at an earlier date following which meetings have taken place and several changes recommended.

Mayor Jones announced a public hearing was open for anyone wishing to address the proposed Plan.

Mrs. Jeanelle Thomas, 3885 Buckthorn Drive, appeared to address the Council representing the Clay County Council on Aging and, in particular, she addressed the Orange Park Senior Citizen's Center. Mrs. Thomas went on to provide some statistics regarding meals served at the Orange Park location as well as activities provided for the senior citizens. Lastly, she asked the Council's support for expanding the Senior Citizen's Center.

Mrs. Barbara Davidson, 2710 Holly Point Road, W., appeared to address the Council concerning an article in the newspaper regarding rats in a ditch as well as the Capital Plan. She went on to address the development of the Plan and the manner in which the gas tax is being used. Mrs. Davidson reported the gas tax money is being budgeted in the General Fund "supposedly to support transportation related items". She then went on to address previous projects in the Plan compared with the ones proposed this year. It was her opinion that the Council had failed to meet the objectives of the Plan. Also, she urged the Council to vote against the Capital Plan in the area of recreation and particularly the Senior Citizen's Center. Priorities in the Plan should benefit everyone who drives on the streets and the money should be used to the best advantage of the people. Further, it was Mrs. Davidson's opinion that there was no reason for gas tax, sales tax or ad valorem taxes to be spent on as much recreation as there was in the Plan.

There being no one else to address the proposed Plan, Mayor Jones declared the public hearing closed.

Councilman Standifer addressed the Council first to request Town Manager Bowles to speak to the projects to be funded with gas tax funds.

Town Manager Bowles advised that it was still his recommendation to the Council that the money anticipated from the State of Florida next year for gasoline related revenues be placed in the General Fund to support the Streets Department and other related items; i.e., pay electric bill for traffic signals, street lighting, etc. which is about \$300,000 to \$350,000. If the Council elects to not move the gas tax to the General Fund and use it for paving a ditch, the Senior Citizen's Center or anything else, the Town would be forced to general monies to support the Street Department from Ad Valorem Taxes.

At this time, Councilman Standifer proceeded to report on the meeting of the Public Works/Public Safety Committee which met on June 9th. He went on to report the committee did look at the issue of the drainage on Azalea Lane and Sandy Court. There was an issue as to whether it was doable since it must be permitted from the St. Johns Water Management District. Thus, staff was requested to research the subject and report back to the committee on August 18th at 4:00 P.M.

Vice-Mayor Renninger, Co-Chairman of the committee, stated that over the weekend he saw a backhoe cleaning out the ditch which he thought would help rectify the problem. Also, he stated the committee did direct action be taken on the ditch to correct the rat problem.

Continuing, Councilman Standifer addressed the item in the budget for new police cars stating the issue was not new cars but whether or not the number of cars were needed considering the necessity of maintenance. Also, the "Take Home Policy" was discussed and Chief Boivin was requested to be present at the next meeting to answer questions concerning this particular issue. Another item discussed was the Magnolia Cemetery; however, additional information was needed. Thus, the committee requested that at the next meeting the Cemetery Board provide the Council with a business plan so that the construction costs could be determined as it relates to the cost of selling the crypts. The committee needs to determine if the crypt will pay for itself. Another item discussed was the need for additional work on sidewalks with one being a sidewalk on McIntosh. A lot of folks cross Dudley Branch going to the grocery store or children going to the school on McIntosh. The committee wanted to provide for the safety of those people; however, Town Manager Bowles thought that funding could be found within the line items. A final item was the need for improvements on the sidewalk and other improvements on the curb and gutter on Laurel Lane. There are people that cannot maneuver in their physical conditions on the sidewalks in their current condition. If it is needed, the committee recommended that up to \$40,000 be taken from reserves for the project.

Next, Councilman Howard reported on the General Government Administration Committee meeting that was held on June 17th. He advised the committee discussed the various pension programs with Town Manager Bowles giving an overview. There were representatives from both

the Police and Fire Departments to make comments. At the end of the meeting, it was summarized that in the forthcoming negotiations with the various unions employee contributions would be explored with perhaps extending the vesting time line or postponing salary increases as a way to be revenue neutral, revenue low and adding a COLA benefits for General Fund Employees. This recommendation will be presented to the negotiating team for presentation to the union. Another item discussed was the review of performance evaluations of the Town Manager, Town Clerk and Attorney. Some suggestions were made; however, definite recommendations will be made to the Council at a later date on actions to take.

Councilman Standifer moved to accept the recommendation of the Public Works/Public Safety Committee to take up to \$40,000, if needed, from the Reserve Fund to fund the sidewalk and additional improvements needed on Laurel Lane. The motion was seconded by Vice-Mayor Renninger.

Councilman Morgan stated it was his opinion that instead of taking the money out of the reserves, he would rather see the priorities changed.

Councilman Howard questioned the fact that the Laurel Lane project was a "C" and inasmuch as there was already \$160,000 designated for 2009-2010 and 2010-2011 could that be moved up or would \$40,000 handle everything that needed to be done there?

Town Manager Bowles responded that he did not think that \$40,000 would do everything that needed to be done; but, the most immediate need is to correct the sidewalk, especially for the handicapped children that live on the street. The pavement is also in very poor condition; but, that is the last thing to be done once the curb and gutter and sidewalks are replaced. The pavement can be replaced next year. Further, there are some wetlands at the end of the street that must be corrected. Town Manager Bowles advised that he thought the \$40,000 would cover repair of the sidewalk.

Discussion ensued on the need to replace all of the sidewalk on Laurel Lane versus sections with Town Manager Bowles explaining that the neighbors complain that their sidewalk is also cracked so it is better to replace all of it at the same time.

Councilman Morgan inquired if capital improvement money was going to be used or reserves. Town Manager Bowles replied that the motion was take the money out of reserves. Councilman Morgan responded that he would prefer to use capital improvement money rather than reserves.

Mayor Jones reminded the Council that the Capital Improvement Plan was not the funded budget but was putting a mechanism in place to make Laurel Lane a serious project.

Discussion ensued on the Capital Plan and the fact that the priorities change from year to year. Town Manager Bowles addressed the subject to state that he did not work for the Town at the time the government was structured; however, the Capital Plan is a planning document to provide everyone a chance to provide projects that they want done the following year. The priority projects will be included in the Operating Budget, which will be a challenge this year. There will be the biggest problem ever in developing a budget. He did not want the Council to leave with the impression that there was going to be a lot of gas tax money to perform projects in the Operating Budget.

Councilman Howard addressed a comment made by Mrs. Davidson regarding a number of projects included last year; i.e., repave River Road sidewalks, traffic signal at Gano Avenue and Debarry Avenue, signs and sidewalk improvements Town-wide. Those projects were a considerable amount of money in the \$50,000 to \$60,000 range which were omitted from this years Plan. It was his opinion that these projects should be carried forward for continuity from one year to the next.

Town Manager Bowles explained the document does not appropriate any money. As an example, Town Manager Bowles advised that there are a number of cracks in the River Road sidewalk and standards that it does not meet. There is just not enough money to do everything. The projects at

Debarry Avenue and Drs. Lake Drive is being funded by the DOT. There are a number of changes that occur during the year that affects the Plan.

Councilman Morgan inquired if the appropriations for the Department of General Services projects could be transferred to a different department.

Attorney Bradley advised that the costs of the projects listed in the Capital Plan is not appropriations. He went on to state that the budget ordinance that will be approved by the Council contains certain categories and money that cannot be moved from one category in the ordinance to another without Council action. Within the categories of the budget ordinance is an appropriation of a certain dollar amount and no more can be spent than is contained in that appropriation without Council approval. The Capital Improvement Plan is a planning document that should be honored. The dollars in the Capital Improvement Plan is not the format that will be presented in the Budget Ordinance. If the Council does not want to spend money on a particular project it should be changed to whatever project it desires.

Councilman Standifer addressed the subject stating that it was his understanding that the Capital Improvement Plan was a plan with no funds appropriated because it was a plan. Therefore, he questioned if the motion he had made earlier to appropriate up to \$40,000 from the Reserves to fund sidewalks on Laurel Lane was out-of-order.

Attorney Bradley advised that the motion was not out-of-order since it was his understanding that Councilman Standifer wanted a line item in the final Plan in the amount of \$40,000. On the revenue side the \$40,000 will come from Reserves. Discussion ensued on the proper procedure to be followed to provide the \$40,000.

Vice-Mayor Renninger inquired if he was correct in understanding that the current motion would precipitate an amendment to the Plan. Attorney Bradley responded that was correct.

The motion to add up to \$40,000 from the Reserves to fund sidewalks on Laurel Lane passed unanimously in roll call vote.

Councilman Howard spoke to the Capital Improvement Plan to state that last year's projections for capital projects was about \$517,000 and this year's Plan is approximately three times that amount and he questioned an explanation.

Town Manager Bowles explained that the Capital Improvement Plan is also a projected "needs document" and needs will always be more than can be afforded. There will not be enough money to cover everything in the Plan and he will have to re-think what can be done to actually move forward or move something to another year. Thus, this is a "needs Town-wide document".

Mayor Jones advised that the Montclair, Village Green, Grove Park projects were added after adoption of the Capital Plan last year. Discussion ensued on the fact that the Council discussed borrowing money; however, it did not secure a loan until October or November of 2007.

Councilman Morgan pointed out that the Wells Road Improvements was not in last year's Plan. Town Manager Bowles addressed the Wells Road project stating that the Board of County

Commissioners, assisting the Town, has awarded a project that will fill in the open ditches primarily between Eldridge Avenue and the railroad tracks. However, there is a curb and gutter section in the remainder of Wells Road so the thrust of the reconstruction effort is going to be to fill in the ditches, recurb and gutter while adding 4 feet of pavement on both sides to provide an at-grade bicycle trail. The Town will follow the County's work effort to provide street lighting, landscaping, a turn-lane at Eldridge Avenue and some irrigation. Bids are currently being solicited. It is anticipated that the project will cost approximately \$400,000 and will come late in this coming budget year or early the next year. County funds will be spent first followed by Town funds to complete the reconstruction of Wells Road to make it much safer. Wells Road was a dark street and unfortunately there have been two murders in the area. Lastly, there will be two projects in the area; the County project which is underway followed by the Town's project.

Continuing, Councilman Howard questioned why did the Plan on Page 1 contain a line item for the Interlocal Contribution with zero funding? Town Manager Bowles responded to remind everyone that the million dollars plus that the Town used to receive from the County had gone away. Town Manager Bowles went on to state that it was his anticipation that with the assistance of a new County Commission that one day there would be some joint projects. In the past it was a terrific source of funds to complete projects.

Councilman Howard next questioned why the Local Option Sales Tax indicated an increase of 3.3% this year and a decrease of about 5% next year. Town Manager Bowles reported that by the time the Operating Budget is prepared it was his opinion that the State-wide sales tax will be even lower. At this point it is anyone's guess.

Councilman Howard went on to state that at the Public Works/Public Safety Committee meeting there was some discussion regarding a new vehicle for the Town Manager and it was his opinion that the Town Manager should be riding in a newer vehicle than one with 215,000 miles. It should be upgraded.

Town Manager Bowles reported that traditionally there have been some police vehicles in pretty good shape that have been recycled. However, Public Works/Public Safety is going to be addressing the subject of police cars on August 18th and requested that topic be held.

Councilman Howard also stated that he did not want the Town's CEO riding around in a piece of "junk". Town Manager Bowles stated that it used to be a confiscated drug car.

Continuing on, Councilman Howard addressed Page 9, the Fire Department. He stated the same thing occurred wherein there were a number of items in last year's plan; i.e., replacement nozzles, training room upgrade, equipment (personal protective gear and bunker gear). Town Manager Bowles explained that it was just a change in terminology or what the Medical Director had recommended.

Councilman Howard also questioned Page 16, Water, and the replacement of 2" lines on Kingsley Avenue was omitted this year. Town Manager Bowles advised the lines were still there and were located between U. S. 17 and the river. It is his desire to do a total reconstruct which will not only be paving and drainage but upgrading the water and sewer as well. It is anticipated that the overhead electric lines can be removed and buried, primarily from a storm and hurricane standpoint. It will be very expensive but with what Moosehaven is doing as well as the Town over a 3-year period of

rebuilding the old Town area, the Town will be “ahead of the game”. Also, there will be parking in that area of Town working with Moosehaven.

Next, Councilman Howard addressed the expansion of the Senior Citizen’s Center and requested Town Manager Bowles speak to the \$142,000 planned for the next 3 years. Town Manager Bowles reported that there is a documented need for expansion of the Center in the Town because of its programs. The Senior Citizen’s personnel have been working with the architect that originally designed the building at no cost and have a plan for expanding the building. On behalf of the Orange Park Senior Citizen’s Center, the Town has applied for a Federal Grant in the amount of about \$800,000 which will require a 20% match if the grant is approved. Award of the grant will be known toward the end of the summer. In the event the grant is obtained, the Town will seek assistance from the Board of County Commissioners to help fund the Town’s 20% portion to not only expand the Senior Citizen’s Center but the parking as well. Right now, it is just a Plan.

Councilman Standifer addressed Page 9, Fire and Rescue. He questioned if the Town was successful with establishing a MSBU, would it affect the Plan? Town Manager Bowles responded that it was his opinion that whether the Town used MSBU Funds or Ad Valorem Taxes as it relates to the operation of the Fire Department, it would not affect the Capital Improvement Plan. The monies in the Capital Plan are the Town’s share of one cent sales tax County-wide. It is the Operating Budget that the MSBU Funds will cover. The County has extended the sales tax for a number of years. Town Manager Bowles went on to explain how the funds are distributed.

Councilman Standifer questioned if the County still receives any tax dollars from the Town even though the Interlocal Agreement no longer exists. Town Manager Bowles explained that currently and through September 30th the County has a millage applied to Emergency Medical Service that Town residents pay. The Town still receives some benefit since the ambulance belongs to the County and is insured under the County’s insurance in addition to the Town operating under the County’s Medical Director. The County also provides the drugs which is an astronomical figure. The concept is that come October 1st the Town’s system will be totally separate from the County and the Town will stand on its own. It is anticipated that the Town will be in the ambulance billing business to start recouping a revenue stream for the service that the County now retains. There will be some trade-offs the first six months and there will be some “rocky roads”. The advantage for Town residents will be the one mill for EMS will be dropped off Town residents tax bills.

Councilman Standifer next addressed Page 12 regarding sidewalks on McIntosh Avenue. He questioned if Town Manager Bowles could move line items around or did it need to be listed in the Plan. Town Manager Bowles advised that the Plan would be amended if the project is approved by Council. He also stated that it was anticipated building a sidewalk in front of the Neighborhood Service Center to accommodate the children using the facility. If approved the sidewalk will be extended to the east and west eventually tying Plainfield Avenue in with Smith Street. He also reminded the Council that when Mound Street was paved a sidewalk in the future was anticipated.

Councilman Standifer moved to include a line item on Page 12 to add a sidewalk on McIntosh in the amount of \$40,000 to come from within other line items. The motion was seconded by Councilman Morgan and passed unanimously.

Councilman Morgan addressed the \$62,000 on Page 12 for ditch piping in Montclair. Town Manager Bowles advised that Councilman Howard had mentioned the problem with the ditch and he had included it in his submission. He questioned if the Town was going to hire an engineer to apply

for a permit from the St. Johns River Water Management District and was it a wetlands issue? Town Manager Bowles responded that ditch maintenance can be performed without a permit; however, when a ditch is covered, a permit is required. Town Manager Bowles explained that the Town must determine the square footage/square yards of artificial wetlands that have been created in the ditch and more than likely the Town will have to obtain a likewise amount of wetlands area and mitigate that. In the private sector mitigation is ten to one. There are different grades of mitigation. The Town's engineer will be working on the permit. Town Manager Bowles went on to give the history of how Montclair was platted.

Continuing, Councilman Morgan addressed the \$210,000 included in the Plan for restrooms, both new and renovated at Town Hall and the Neighborhood Service Center. Councilman Morgan advised that he has a problem with the funds. Also, he addressed his problem with \$93,000 for police cruisers and the take home policy. He asked where the \$93,000 would go.

Attorney Bradley advised that if the \$93,000 is not appropriated and approved in the budget, it will not be spent. Amendments can be made to the Operating Budget when it is developed if course is changed.

Councilman Morgan stated that he would be more comfortable if he had a conversation with the Police Department regarding the number of cars needed. Further, he again addressed the restrooms stating the numbers sounded high to him.

Town Manager Bowles advised Councilman Morgan that he is tasked with identifying not only projects but the estimated costs.

Lengthy discussion ensued on the process that would be followed in the Operating Budget if the \$93,000 is appropriated to purchase police cars. Attorney Bradley explained that during budget preparations if the majority of the Council is convinced that the appropriation is not needed, the money will no longer be in the budget. He then cited \$100,000 for restrooms as an example wherein bids would be solicited and the cost would be the low bid. The Town Manager must include some estimate for a project. The money spent will depend on who is the low bidder. The budget this year will reflect items from the Plan. If the Council wants the budget to track past Plans more, it should advise the Manager that it wants the 2009/2010 Plan to look exactly like this year.

Councilman Morgan expressed his displeasure on the different Plans each year and the projects that are completed and those that are not and then new lists are presented each year.

Mayor Jones pointed out that a lot of the changes are due to the Council because of feedback from the community and the change in priorities. The Council is due to a lot of the changes.

Councilman Morgan next addressed the \$205,000 proposed in the cemetery. He did not want any money included in the Plan until a business plan is received from the Board of Trustees. Town Manager Bowles advised the Board has been asked to attend the meeting on August 18th.

Councilman Morgan inquired if there was sufficient money to finish Village Green, Montclair and Grove Park. Town Manger Bowles reported there was enough money to perform the work planned in Montclair from Orange Avenue to the east. Work in Grove Park will not be started until 90% to 95% of the work is completed in Village Green and Montclair. The worst area has been completed and that is Red Bud Court. When work is started in Grove Park, there will be multiple problems because of the traffic flow.

Councilman Morgan returned to the \$205,000 projected for the cemetery and questioned if any of the money was spent. Attorney Bradley explained that paving and irrigation was not projected to be fully funded for 2 years. Cemetery paving is not contemplated to be fully funded this fiscal year. The mausoleum and niches are contemplated to be fully funded in this fiscal year so if the Council doesn't want that funded this fiscal year, the Plan should be modified.

Councilman Standifer advised that it was his understanding that if the Cemetery Board presents a business plan on August 18th, the Council has the option to include funding for the mausoleum and niches or not include funds. Attorney Bradley stated that was correct; however, that would be contravening what the Plan states. If the Cemetery Board does not have sufficient revenues to fund the project "in-house" without using General Fund Revenues, the Council wants the option of funding it through the General Fund. If the Council does not, under any circumstances, want to fund the mausoleum unless it can pay for itself, then the Council may as well eliminate the project now.

Councilman Howard moved to include a line item for a new vehicle for the Town Manager under Executive on Page 4 for the Fiscal Year 2008-2009 in the amount of \$25,000. The motion was seconded by Councilman Morgan.

Attorney Bradley advised a funding source would have to be identified. It could either be shifted from another item or take it out of reserves.

Councilman Howard requested it be shifted from another item.

Councilman Morgan reported he was not comfortable appropriating money for the Town Manager a new car while there are rats running around Town. Town Manager Bowles advised that rats are not overrunning the Town.

Vice-Mayor Renninger advised that if the Town Manager is satisfied with his vehicle and did not include it in the budget for himself, he assumed he was satisfied.

Town Manager Bowles replied that he appreciated Vice-Mayor Renninger's comments as well as Councilman Howard's offer and he encouraged accepting the motion and leave it in the Plan since it is not the Operating Budget. Town Manager Bowles also reported that there is another issue of Ad Valorem Property Taxes and the number of taxes that are going unpaid and Certificates are being sold. It is unknown what the situation is going to be. If there are funds available he will recommend a car but if the funds are not available he will not but it should be left in the Plan.

Councilman Standifer responded that he was confused with the Town Manager's comments and asked for his honest opinion. Town Manager replied that any Manager worth his "salt" would want a new vehicle; however, he did not ask for a new vehicle.

Again, Councilman Howard stated that Town Manager Bowles was representing the Town and driving a 10 year old car with 215,000 miles on it. He thought it was time to purchase him a new vehicle. In fact, he questioned why new police cars were being purchased and why not run them for 200,000 miles. While he did not know the maintenance cost of the vehicle, sooner or later there will be some maintenance cost with a vehicle with 215,000 miles on it. He was doing it from an economical standpoint.

The motion to place \$25,000 in the Capital Improvement Plan for a new vehicle for Town Manager Bowles passed by majority in roll call vote as follows: Councilmen Standifer, Jones and Howard “aye” and Councilman Morgan and Vice-Mayor Renninger “nay”.

Councilman Morgan moved to remove \$180,000 from Page 11 for the mausoleum and niches for the cemetery. The motion was seconded by Councilman Standifer.

Councilman Morgan advised that he could not support the funds until he saw a business plan from the Cemetery Board.

Councilman Standifer addressed an article in the newspaper wherein it quoted the Chairman of the Cemetery Board of Trustees who stated she was not aware the mausoleum was in the Plan and the Board was not prepared to present a business plan. He questioned if that was correct.

Town Manager Bowles stated that he did not want to speak for the Cemetery Board; however, having attended some of its meetings it was his opinion that it was desirable of providing something to inter or bury people since there is no more space in the cemetery.

Councilman Standifer stated that since the funds can be removed later and inasmuch as the Board has been asked to present a business plan, he would be in opposition of the motion at this point.

Mayor Jones advised that since the process was just starting to determine costs, it would take the next year to complete and it could be considered in the next Capital Improvement Plan.

The motion to remove \$180,000 for a mausoleum and niches passed by majority in roll call vote as follows: Councilmen Renninger, Morgan and Jones “aye” and Councilmen Standifer and Howard “nay”.

Councilman Standifer moved to approve the Capital Improvement Plan as amended. The motion was seconded by Vice-Mayor Renninger and passed by majority in roll call vote as follows: Councilman Jones, Howard, Standifer and Renninger “aye” and Councilman Morgan “nay”.

DISCUSSION ON REQUEST FOR QUALIFICATIONS (RFQ) FOR PLANNING CONSULTANT

Town Manager Bowles reported he had furnished the Council with a copy of a proposed draft of the Request For Qualifications (RFQ) that will be advertised along with the Entity Crimes Statement and other necessary forms.

Councilman Morgan proceeded to address RG-1 and CPO zoning and the particular classifications and uses in those categories. It was his opinion that those two classifications that protects the

neighborhoods as buffer zones should be reviewed. He questioned how the Council wanted to proceed with that review.

Discussion ensued on the subject with Attorney Bradley advising that review would be covered under the RFQ. When the responses are received and the Council selects a Consultant, those are questions that will be covered under the review.

Councilman Standifer reminded the Council that Town Manager Bowles had been requested to schedule a workshop for review of the zoning classifications; however, he questioned if that workshop should be scheduled after selection of a consultant.

Town Manager Bowles explained that following the advertisement there would be firms that would respond and the Council would then make a "short list". The Council would then interview those firms and select a consultant. The workshop would then be scheduled with the Planning and Zoning Board and the consultant to start the process of reviewing the zoning classifications and uses.

Councilman Morgan moved approval of the RFQ as presented. The motion was seconded by Vice-Mayor Renninger and passed unanimously.

TOWN MANAGER REPORTS AND CORRESPONDENCE

None.

MAYOR TO CALL ON ANYONE IN AUDIENCE WISHING TO ADDRESS THE COUNCIL

Mrs. Barbara Davidson, 2710 Holly Point Road, W., appeared to address amending the Comprehensive Plan in accordance with State Law when the priorities became mandatory.

Town Manager Bowles responded stating the Council approved the Capital Improvement Plan in accordance with the Town Charter. The Capital Improvement Element of the Comprehensive Plan will come later after the Operating Budget is established and that will dictate what can be done. That is due in December and that is when Town Manager Bowles will recommend amending the existing Comprehensive Plan Capital Improvement Element.

Attorney Bradley explained the Capital Improvement Element adopted this date deals with everything from "soup to nuts". The document to be produced and approved in December is going to deal only those that impact level of service standards and 90% of the Capital Improvement Plan will not impact things like the restrooms.

Discussion ensued on items that were "needed" in last years Capital Plan versus the fact they are not "needed" in this years Plan. Town Manager Bowles explained that priorities will change from time to time. Discussion continued on the word "need".

MAYOR TO CALL ON COUNCILMEN AND ATTORNEY FOR REPORTS AND/OR REQUESTS

Attorney Bradley - Nothing.

Councilman Howard addressed the Council to ask for an update on the moratorium on metal building. Town Manager Bowles advised no permits are being issued for metal accessory buildings other than storage sheds.

Councilman Howard thanked Town Manager Bowles for including the survey in the solicitation for quotes on traffic signals at U. S. 17 and Campbell Avenue.

Town Manager Bowles reported that 5 firms have been invited to quote on the traffic signal.

Councilman Howard next addressed backflow preventors and the fact that he had spoken to some of his neighbors who had not installed one because they thought they needed to have a pool to install one. He questioned if the people needed to be re-educated on the needs of backflow preventors.

Town Manager Bowles advised that backflow is a very touchy issue with residents because of the cost to install it. The program had to be started at some particular time. Therefore, a meeting was scheduled with the Department of Environmental Protection (DEP), who is tasked with implementing the Administrative Rule. After adoption of the ordinance in May 2004 anyone who installed a pool, dug a well, built a second story or anything that would be a threat to the potable water system, a backflow prevention device was required. However, an aggressive program was established as it relates to commercial water meters and connections because there is much more of a potential threat in that area than the residential side.

Continuing, Councilman Howard stated that in early May he had sent a letter regarding 6 or 7 lots that needed attention and he noticed that finally action is being taken on one of them as well as several of them have been cleaned up. However, there are still 3 or 4 more on the list and he questioned if someone looking into it. Town Manager Bowles reported that Code Enforcement had been actively working on the particular list and that probably 2 of them will come before the Special Magistrate.

Councilman Standifer was the next to address the Council to advise that prior to the meeting of the Public Works/Public Safety Committee meeting he had requested Town Manager Bowles provide a spread sheet on the status of all items on the 5-Year Capital Improvement Plan for the previous year and that was very helpful. Therefore, he requested a spread sheet be furnished to the Council prior to approving the Capital Plan next year.

Town Manger Bowles recommended a workshop be scheduled prior to a Council Meeting for open discussion on the projects. He will schedule that meeting toward the end of the summer.

Councilman Standifer next congratulated the Police Department on its accreditation. He also recognized the Police Department for an outstanding job as a funeral escort to Magnolia Cemetery the previous day.

Town Manager Bowles reported there would be additional information forthcoming on the accreditation process in the future.

Councilman Morgan explained his vote against the purchase of a new car for Town Manager Bowles because of other problems in Town.

Vice-Mayor Renninger advised that he voted against the car because it may not be viewed too well by the public.

Vice-Mayor Renninger went on to state that he did appreciate Lt. Cornett's report; however, he did not see the capital cost of acquiring the vehicles. He was still going to look at alternatives that may be cheaper to operate. The City of Jacksonville has migrated completely to the Impala and Clay County is working that way as well. The Town should look at the Impalas when the budget process is started.

Town Manager Bowles reported a photo of both the full size Crown Vic and the Impala had been furnished in the report since the Town has a mix of both.

Mayor Jones recognized Mr. Riner, Chairman of the Planning and Zoning Board, who had arrived.

Mayor Jones reminded the Council of the July 4th Celebration to take place at Moosehaven on Friday.

There being no further business to come before the Council, the meeting was adjourned.

Mayor

ATTEST:

Town Clerk