

**CITY OF HAMPTON**  
**Minutes, Regular Council Meeting**  
Tuesday, January 23rd, 2024, 7:00pm  
5784 Navarre Ave., Hampton, FL 32044

ANYONE WISHING TO ADDRESS THE CITY COUNCIL REGARDING ANY TOPIC ON THIS EVENING'S AGENDA IS REQUESTED TO COMPLETE A COMMENT CARD AND RETURN TO THE CITY CLERK. PLEASE TURN OFF CELL PHONES.

Meeting Facilitator: Dale Wiseman, Mayor

Invocation followed by Pledge of Allegiance

**ROLL CALL – City Clerk** – Councilwoman Dorothy Shealey, Councilman Frank Bryant, Mayor Dale Wiseman, Chair Bill Goodge, Councilwoman Lillian Sams, and Vice Chair Douglas Williamson. Also in attendance were City Clerk/Administrator Mary Lou Hildreth and City Attorney Will Sexton.

**Public Comment** - Please limit comments to 3 minutes and restrain from personal attacks, using an individual's name or making political statements.

**1. Public Hearings:**

- 2. Resolutions:** RESOLUTION 2024 – 01, A RESOLUTION OF THE CITY OF HAMPTON, FLORIDA CLOSING AND ABANDONING THAT CERTAIN ROADWAYAND/OR RIGHT-OF WAY RUNNING EAST AND WEST BETWEEN BLOCK 17 AND BLOCK 18 AND THROUGH THE MIDDLE OF BLOCK 1 IN THE CITY OF HAMPTON, BRADFORD COUNTY, FLORIDA ACCORDING TO A SURVEY MADE BY THE GA. SOUTHERN AND FLORIDA R.R. CO.; PROVIDING DIRECTION TO STAFF; AND PROVIDING AN EFFECTIVE DATE.

Ms. Hildreth explained that in the prior Resolution put forth the street to be closed was incorrectly identified. In fact, the property in question is more of an easement than an actual platted street. This resolution correctly identifies the area to be abandoned.

***Motion to approve Resolution 2024-01 made by Councilman Bryant, seconded by Councilwoman Shealey. Passed 5 - 0***

**3. Proclamations:**

**4. Presentations:**

- A. Scoutmaster David Lee, BSA Troop 70, Starke, Eagle Project, Scout Logan Jackson Proposal for Hampton Cemetery Project – There is a requirement for a candidate for Eagle Scout to make a plan and perform a community service. Scout Jackson’s proposal is to clean the grave stones, pick up limbs and replace the sign. They are insured through the Boy Scouts’ association. They welcome any volunteers from the community. They estimate there are approximately a hundred graves at the cemetery. They will ensure that the cleaning materials used will be recommended to not cause damage to the headstones. Project to be done on 2/10 starting at 9:00 a.m.

***Motion to approve BSA Troop 70 to clean the cemetery made by Chair Goodge, seconded by Vice Chair Williamson. Passed 5 - 0***

Ms. Hildreth will contact the homeowner directly behind the cemetery to get his approval to allow access to water from his property.

- B. Report on Water and Streets – Josh Davis, Swamp Cutters (absent). Ms. Hildreth did advise they were working on installing the new meters (as part of a sub-contract with Core & Main to be covered by the SRWMD grant).

C. Clerk/Admin Report

- LIHWAP – 13 people received funding totaling almost \$10,000, which is a win for the city and a win for the water customers that received this assistance with their bills. No other municipality in Bradford County took advantage of this program.
- Bobby Sheppard Park – The original Sheriff’s report is still under investigation. Need to have playground assessed for replacement. The concession/bathroom building was vandalized again, most likely by the same person. Another report was filed with the Sheriff and another claim with FMIT. Council may want to consider advertising for a reward.
- FRWA Lead Service Line Inventory (LSLI) – This is a federally mandated program that requires physical validation/reporting of all water lines, both on the city side and the customer side of the meter to ensure there are no lead lines. FRWA is administering funding for the process. It requires both computer and field verification. Employees of the city are not eligible to perform these tasks. Swamp Cutters will be doing the field work and Ms. Michelle Ware will be performing the computer work. FRWA will pay them directly. The computer portion must be completed by May 2024 and the field work by October 2024.
- CDBG grant - Received the final approval letter for the land acquisition. The closing on the property was held prior to tonight’s meeting. Ms. Hildreth will have it recorded at the county and then submit to Florida Commerce.
- Engineering portion for the SEARCH grant has now been completed. Teams meeting held today. Still have some outstanding environmental review issues. Engineer will follow up. Hopefully the grant can be closed out within the next 30-60 days then reimbursement for the engineering costs can be applied for. With

this USDA project completed the city is then eligible to apply for funding (in the event we need more for the well or other water system needs).

- Resilience grants: Planning grant is moving forward. Attempting to schedule a meeting with the county at the request of the engineers. Implementation grant (Hampton Villas drainage) will have the design and engineering phase beginning this month.
- FDOT TAP Grant – Received the 60% plans and forwarded to ICE who had some concerns regarding the size of the parking spaces. Meeting scheduled on 1/29 to discuss.
- FRDAP grants – Awaiting outcome (after legislative session is over).
- FDACs grant – Application being updated to conform with regulations regarding the lighting at the parks. Replacing the roof is still in question and they have reached out to the EPA for possible approval for inclusion in the grant.
- Need to follow up on LDRs with the Regional Planning Council.
- AMI grant – Swamp Cutters has begun the installation process. Awaiting approval of requested additional funding of approximately \$20,000, over and above our \$15,000 match
- Circle K – Still waiting to see if we will be able to supply water. Also, ICE had some traffic concerns about the ingress and egress off of both 301 and CR 18. Forwarded this information to the county.
- ARC/CRH – In conjunction with UF Health they provided free flu and Covid shots on 1/18. Food giveaways from Bradford Food pantry to be held 2/3. Volunteers requested to be there by 7:30 a.m. The Community Resource Hub is anticipated to open by the end of the first quarter of 2024. Blessing boxes with free food provided by local donors have been placed throughout the county. Hopefully ARC will eventually have one at their location. It is not feasible to have it at City Hall.
- Form 6 – Ms. Hildreth reminded the Mayor and council again of this new financial filing requirement and has provided information on how to access the website. What they will need to report is very different from Form 1, requiring more detailed financials regarding net worth, assets and liabilities and it must be done online. There will be no paper forms and the Supervisor of Elections will no longer have any role in administering it. It is due July 1, 2024 for fiscal year 23. Mr. Sexton advised the council to take a look at it now so there is plenty of time for them to contact the Commission on Ethics with any questions they have.
- FMIT – Asset survey completed and meeting with FMIT held to review the results. Replacement values have gone up which means insurance rates will too. A review of non-covered assets was conducted as well. The only one Ms. Hildreth felt necessary to bring forward was the old VFD building. Insurance would cost an additional \$3,000 per year to cover its replacement. Consensus of the Mayor and Council was that it was not warranted.

- Next council meeting 2/27

**5. CONSENT AGENDA**

ALL MATTERS UNDER THE CONSENT AGENDA ARE CONSIDERED TO BE ROUTINE BY THE CITY COUNCIL AND WILL BE ENACTED BY ONE MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY. BACKUPDOCUMENTAION AND STAFF RECOMMENDATIONS HAVE BEEN PREVIOUSLY SUBMITTED TO THE CITY COUNCIL ON THESE ITEMS.

- A. Approval of Regular City Council Meeting Minutes from November, 2023
- B. Financials/Account Payables for November and December, 2023

***Motion to approve the consent agenda made by Vice Chair Williamson, seconded by Councilman Bryant. Passed 5 – 0***

**6. OLD BUSINESS:**

**7. NEW BUSINESS:**

- A. Utilizing Florida Statute 287 for FDACS Grant City Clerk/Admin

Ms. Hildreth researched the possibility of using F.S. 287 as a one-time procurement policy replacement due to the very short time frame to complete the projects approved in the grant. Further consideration determined that it would be easier and more appropriate to increase the current purchasing policy threshold (\$10,000) regarding the amount required to advertise for sealed bids to \$35,000. Mr. Sexton stated that it did not prevent the council from requiring sealed bids for any projects in the future that are under that amount.

***Motion to increase the amount for sealed bids to be raised to \$35,000 made by Councilman Bryant, seconded by Chair Goodge. Passed 5 – 0***

- B. BSO Deputy Patrols City Clerk/Admin

Ms. Hildreth again discussed the low return on investment versus the monthly cost to the city to pay for additional deputy patrols. During the months of November and December only nine traffic tickets were written. She sees much more than that on a daily basis. While the city does not want to be a “speed trap”, there still exists many cases of excessive speed on CR 18. Also, many of the patrol times are in the evening hours when most people are home and off of the road. Mayor Wiseman suggested inviting Deputy Ward to the next council meeting to discuss a more community oriented policing program which would make a beneficial impact to the neighborhood

by participating in proactive and consensual conversation with our businesses and residents.

C. City Charter

City Attorney

Mr. Sexton brought the draft Charter document, based on past conversations and review of the various articles. He requested the Mayor and the council review it and provide any feedback or questions they may have. The intent is to have it on the November 2024 ballot for voter approval.

**8. City Attorney Report**

**9. Council general announcements/discussions**

None

**10. Adjourn**

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COUNCIL WITH RESPECT TO ANY MATTER CONSIDERED AT THIS SCHEDULED PUBLIC MEETING, THEY WILL NEED TO ENSURE THAT A VERBATIM TRANSCRIPT OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS BASED. OTHER MATTERS OF CONCERN NOT LISTED ON THE AGENDA MAY BE DISCUSSED AS DETERMINED BY CITY COUNCIL. EX PARTE COMMUNICATIONS (SOMETIMES REFERRED TO AS LOBBYING OR INFORMATION GATHERING) BETWEEN A COUNCIL MEMBER AND OTHERS WHERE THERE IS SUBSTANTIVE DISCUSSION REGARDING A QUASI-JUDICIAL DECISION BY THE CITY COUNCIL MUST BE DISCLOSED BY THE COUNCIL SO THE PUBLIC MAY RESPOND TO SUCH COMMENTS BEFORE A VOTE IS TAKEN. ALL COUNCIL MEETINGS ARE AUDIO TAPED.

By:

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Dale Wiseman, Mayor

ATTEST:

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Mary Lou Hildreth, City Clerk/Administrator