

**CITY OF HAMPTON**  
**Minutes, Regular Council Meeting**  
Tuesday, July 19, 2022, 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 Dot Shealey, Councilman Frank Bryant, Mayor Dale Wiseman, Chair Bill Goodge, Councilwoman Lillian Sams and Vice Chairman Douglas Williamson. Also present was City Clerk/Administrator Mary Lou Hildreth. City Attorney Will Sexton is out of town but will participate by phone if needed.

1. **Public Comment** - Please limit comments to 3 minutes and restrain from personal attacks, using an individual's name or making political statements.
2. **Resolutions:**
3. **Proclamations:**
4. **Presentations:**
  - A. Asset Management/Diamond Maps, Dyana Stewart (FRWA): Presented information on the Asset Management Plan, Revenue Plan and Diamond Maps. FRWA has collected all the data, with the help of SERCAP, and it is available and ready to start using moving forward. It also has work order capability which can then be used to create maintenance schedules. FRWA is not affiliated, but they provide a Diamond Maps discount for an Enterprise Subscription (\$192 - \$240/year). FRWA will also do the training, a free service. Councilman Bryant asked if it shows when a work order is complete and she advised yes, when it is open, when it is in process and when it is completed. Mr. Davis asked if he can use his Trimble system. Ms. Stewart says it's complicated to use that with Diamond Maps. It would be much better and easier to just use a smart phone or an iPad. Council consensus was to move forward with this program. Ms. Stewart advised the first month is free.
  - B. Report on Water and Streets – Josh Davis, Swamp Cutters: Turned in a partial work log, but feels it needs to be redesigned. There was a significant leak on Division. Worked on power washing the parks. Somebody already has vandalized the new tables. Put new door locks on, but the doors need replaced. There is a place in

Gainesville where we can purchase metal doors. Work order completed for the FMIT safety requirements, other than a bracket. Broken boards fixed on the picnic tables at City Park. Chair Goodge asked about mulch in the parks. Ms. Hildreth, advised that, per the FMIT, the mulch at City Park is fine, but we do need additional at the Ball Field. Chair Goodge questioned the pile of dirt next to City Park. Mr. Davis said they can move it out. Mr. Davis says there is a slab that needs to be removed as it causes damage to his mower. It was originally to be for a monument that never came to pass.

C. Clerk/Admin Report

- Received contract from SRWMD that we were awarded \$263,500 for Phase II of the water looping project. Once executed it will go out to bid.
- The lead and copper sample plan has been completed for the first half of the year with no significant detections. Letters sent out to residents of testing sights and certification submitted to FDEP.
- FLC FMIT Grant – Ms. Hildreth applied for and received \$500 which was applied to the expense of replacing the picnic tables at Bobbie Sheppard.
- Comp Plan Amendment/Zoning - The County referred our re-zoning to the Regional Planning Council. Ms. Hildreth said the RPC advised her that prior to doing that, the city has to amend its Comprehensive Plan to include a new element that the legislature passed last summer. She is working with the RPC on all of these concurrently.
- RPC – LDRs – Another item she is going to work on with the RPC is to get our Land Development Regulations updated. They haven't been updated since 1993. We have applied to DEO three times to fund this through a technical grant but have not been awarded it. We will need to do an interlocal when the time comes.
- SEARCH Grant – Cybersecurity – We were awarded the \$30,000 SEARCH grant for the pre-planning for engineering for the new well. We are required to have a Cybersecurity Plan and a Supply Chain Plan. She is working with SERCAP on this.
- CQR Census Dispute - Ms. Hildreth discovered that the map they have does not include the Fox Hollow subdivision, nor parts of 61<sup>st</sup>. They responded with several additional reports on addresses, GIS, etc. so she is seeking help for this. Our population estimate was reduced by 50 which is 10%. Our state revenues are calculated based on our population.
- Community Resource Hub – A representative from the Bradford County Health Department contacted her to discuss the identified need for a CRH in Hampton. They would provide a variety of services such as health and wellness programs. Ms. Hildreth will be a part of the coalition. They were looking at potentially using the Community Church's hall.
- Rails to Trails construction to begin 8/4 – This will be the section from Bobbie Sheppard through Hampton and coming out on CR 18 by the railroad crossing.
- CDBG grant for the new well submitted 7/18/22

- Submitted DEP Waiver for Annual Dues
- LIWHAP – This is a new low income water assistance program that will be of great benefit to many of our water customers. Suwannee River Council is the sub-grantee for DEO and they are still in training on how to administer it. Ms. Hildreth is in touch with their staff to ensure we are notified when it is up and running.
- Still need to obtain estimates for HVAC replacement.
- No elections, all incumbents qualified, no challengers filed.
- Budget and Trim hearing dates will be 9/6 (at 6:00 p.m.) and 9/20 during the regular council meeting.

**5. CONSENT AGENDA**

ALL MATTERS UNDER THE CONSENT AGENDA AER 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 City Council Workshop Meeting Minutes from 5/17//22

Approval of Regular City Council Meeting Minutes from 5/17/22

B. Financials/Account Payables for May and June, 2022.

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

**6. OLD BUSINESS:**

A. Draft Charter/Article Will Sexton

Table

B. Hampton Villas Drainage City Clerk/Admin

Mr. Dabkowski, from our engineering firm ICE, presented the plan and budget. They will replace approximately 12 culverts and clear out the drainage ditches. He estimated the construction costs to be approximately \$194,000 (this includes 25% contingency), plus engineering costs of \$31,000.00.

C. Public Works Bid/Contract Mayor Wiseman

Mayor Wiseman stated that at the last workshop Mr. Davis mentioned \$6,400 for a renegotiated contract, with someone in Hampton three days a week for 8 hours per day, to include “everything”. He wanted to know if that is the consensus of the council. A decision needs to be made going forward. Councilman Bryant would like to see what a written contract would look like but don’t want to lose out on the opportunity to

go out for bid. Mr. Davis stated the current economy is driving up the costs - gas prices, equipment, personnel, etc. Chair Goodge would like to meet again with a new contract at a workshop to come up with guidelines. Mayor Wiseman discussed the costs of a contractor doing business, and the costs of bringing it in house. \$6400 seems like a steep cost, but he doesn't believe we can find a company that can do everything that he does. Councilman Bryant would like to cut out all of the "extra" additional costs. Mayor Wiseman said that's where the contract can be specific. Council consensus was they would like to see a renegotiated contract and then decide if they still want to go out to bid. Mayor Wiseman requested all council come to the next workshop with a detailed list of what they wanted/didn't want in the contract. Ms. Hildreth requested they send that information to her and she can incorporate all of their suggestions into one document. The Workshop will be held on 8/16/22 at 6:00 p.m., prior to the next council meeting.

## 7. NEW BUSINESS:

- A. FLDEP Resilience Grants City Clerk/Admin

Ms. Hildreth explained that, per DEP, we are required to have a "Vulnerability Assessment" in place. She was in contact them for clarification as we have the ACOE flooding/drainage study but DEP said that, although it could be considered so and was sufficient for applying for an implementation grant, it still needed to address certain statutory language requirements. ACOE is not able to update it. They suggested we have our engineer prepare an addendum to their study. Ms. Hildreth would like to apply for the DEP Resilience grant for planning to pay for this part and then apply for the implementation grant for the Hampton Villas project.

***Motion to apply for both DEP Resilience grants made by Councilman Bryant, seconded by Chair Goodge. Passed 5 – 0.***

- B. Water Fund Due to General Fund Policy City Clerk/Admin

Table

- C. Water Rates for FY 22/23 City Clerk/Admin

Table

- D. Street Sign Installation Estimate City Clerk/Admin

Ms. Hildreth advised that after numerous attempts to have Bradford County install the signs, she was finally told they did not have the capability, nor the staff to do this. She reached out to the local paving contractors who referred her to ACME Barricades. They provided a quote of \$2500 for non-FDOT standard installation, and \$5000 for FDOT standard installation. Both the engineer and the representative said the non-FDOT standard would be sufficient, they both also identified the best location for each.

***Motion to approve the speed sign installation for \$2,500 made by Chair Godge, seconded by Councilman Bryant. Passed 5 - 0***

**8. City Attorney Report**

**9. Council general announcements/discussions**

Councilwoman Shealey says there are several signs around town that either need to be replaced, are damaged or are missing. Mr. Davis said he is aware of this. Ms. Hildreth suggested he provide her an inventory and she will order them from the county.

Mayor Wiseman suggested we should get city shirts with our logo.

**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:

---

Dale Wiseman, Mayor

ATTEST:

---

Mary Lou Hildreth, MMC, City Clerk/Administrator