

CITY COMMISSION WORKSHOP MEETING

September 13, 2021

4:30 pm

This Commission Meeting was conducted utilizing Communications Media Technology. Some Staff members were present in the Commission Chambers while others were present via the Zoom application to respect the social distancing guidelines.

ELECTED OFFICIALS PRESENT IN CHAMBERS:

Shirley Groover Bryant, Mayor

Brian Williams, Vice Mayor, Commissioner, Ward 3 (Entered the meeting at 4:41 p.m.)

Sheldon Jones, Commissioner-at-Large 1

Harold Smith, Commissioner, Ward 1

Tambra Varnadore, Commissioner, Ward 2

Tamara Cornwell, Commissioner-at-Large 2 (Entered the meeting at 4:57 p.m.)

STAFF PRESENT IN CHAMBERS:

Mark Barnebey, City Attorney (Entered the meeting at 4:37 p.m.)

Mohammed Rayan, Public Works Director

Scott Tyler, Chief of Police

Jim Freeman, City Clerk

Cheryl Miller, Finance Director

Paula Hall, HR Administrator

Kera Hill, Planning Analyst

Jeff Burton, CRA Director

Xaiver Colon, Assistant CRA Director

Penny Johnston, Executive Assistant

Vanessa Cochran, Assistant City Clerk

STAFF PRESENT ELECTRONICALLY:

Todd Williams, Information Technology (IT) Consultant

Molly Clark, Public Resource Advisory Group (PRAG) (Via telephone into Zoom Meeting)

Mayor Bryant opened the meeting at 4:30 p.m.

1. POLICE DEPARTMENT BUILDING FINANCING (J. Freeman)

Mr. Freeman, City Clerk, discussed the financing of the new Police Department (PD) Building, and stated that a Gross Maximum Price (GMP) from the contractor will be presented at the October 18th Commission Meeting for approval. He reviewed all funding sources for the new police building including the \$6M dollar loan for this project. Commission will be asked to approve the bank loan recommendation. The loan will be repaid with the 1/2 cent sales tax revenues previously approved by the Commission. He indicated Molly Clark, Public Resource Advisory Group (PRAG), is online to present the responses received from the bank loan RFP and answer questions.

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Commissioner Smith questioned the project's cost. Mr. Freeman and Mr. Rayan, Public Works Director, reiterated the funding for the project.

Molly Clark, PRAG, reported that 35 banks received the Request For Proposal (RFP) that specified that the City is seeking a loan of not to exceed \$6M dollars. She explained the reason for the stipulation to not exceed a certain number and summarized what details were incorporated in the RFP. 10 banks responded, and a proposal rate of 1.21 percent came from Sterling National Bank through January 1, 2032. Ms. Clark communicated that she does not want to lock this rate in, but get the City's permission to begin negotiating the loan document with the bank. Also, October 18th is the target date for final approval and closing a couple days later. She informed the Board that Sterling National Bank is willing to hold the 1.21 percent interest rate through October 21st or 22nd. Then, Ms. Clark welcomed questions and comments from the Board.

POLICE DEPARTMENT BUILDING FINANCING DISCUSSION

Commissioner Varnadore voiced that the interest rate is astonishing and expressed that she is willing to move forward.

Commissioner Williams agreed with Commissioner Varnadore that it is a great deal. He asked for clarification on the refinance clause and the Private Placement term mentioned in the agreement. Ms. Clark explained the refinance clause and the item Private Placement term.

Commissioner Jones agreed that it is a good loan and expressed concerns about the reserve fund. Mr. Freeman addressed the reserve fund and emphasized that the fund is used for capital expenses a one-time purpose, and the new PD Building meets the criteria.

2. FY 2022 TENTATIVE BUDGET (J. Freeman)

Mr. Freeman announced that on the 7:00 p.m. agenda tonight, there is a request for the City to adopt the tentative millage and tentative budget. And, within couple of weeks, the final millage and final budget will be presented to the Board for approval. The only changes to the tentative budget has been the incorporation of the Salary Study, revenue adjustments, and worker compensation rates. Also, a change summary is included that addresses these adjustments.

Commissioner Smith inquired about the proposed new gator vehicle listing, and Mr. Rayan provided the information.

3. ORDINANCE 2021-13 ADOPTING A PRIVATE PROPERTY RIGHTS ELEMENT TO THE CITY'S COMPREHENSIVE PLAN (K. Hill)

Mr. Freeman reported that Ordinance 2021-13 is listed incorrectly as a First Read instead of a Public Hearing. He informed the Board that the item was presented on August 2nd for a First Read, and the Commission gave authorization for staff to advertise, which they did, and this item is on the 7:00 p.m. Commission Agenda as a Public Hearing for the Board's approval.

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4. FIRST READ ORDINANCE 2021-15 SIGNAGE (K. Hill)

Mr. Freeman commented that the First Read Ordinance 2021-15 is on the Workshop agenda for the Commission to have the opportunity to ask questions, and the item will be on the tonight's Commission Agenda for a First Read.

Ms. Hill, Planning Analyst, reported that staff discussed this ordinance with the City Attorney. The ordinance required a few minor adjustments in regards to the previous version that was done, and some updating that was not previously addressed in the sign ordinance revisions. Then, Ms. Hill reiterated that the ordinance will be on the tonight's 7:00 p.m. agenda for a First Read.

Discussion ensued: Commissioner Varnadore requested clarification on the appeal process that was added in the sign ordinance, and why the height is being changed from 20 feet to 30 feet. Ms. Hill responded this is to be more consistent with other jurisdictions. Commissioner Jones inquired about what businesses qualifies under the new revised sign ordinance. Ms. Hill stated that the proposed changes will expand the number of zoning districts, which are eligible to apply for an electronic sign via conditional use. Commissioner Williams requested to review Planning and Zoning minutes regarding the sign ordinance when available. Commissioner Varnadore requested clarification on the downtown guidelines for electronic signs on 10th Avenue. Per sign code, Attorney Barnebey replied that they are not allowed between 9th Avenue West and 11th Avenue West up to 11th Street West.

5. MLK PARK PLAYGROUND (X. Colon)

In regards to the August 16, 2021 Commission Meeting, Mr. Colon, Assistant CRA Director, provided the Board with potential playground equipment information for MLK Park. He recommended 2 sites that were large enough to house a playground and weighed the advantages and disadvantages for the selected sites.

A brief question and answer period ensued regarding the playground equipment selection and location. Following the discussion, it was decided to bring this item back to a future Workshop.

Attorney Barnebey gave an update on the Ware's concern on property ownership.

Mayor Bryant adjourned the meeting at 5:56 p.m.

MINUTES APPROVED: NOVEMBER 1, 2021

JAMES R. FREEMAN

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CITY CLERK