

Town of LaCrosse
Regular Meeting Minutes
March 14, 2016

Minutes which are public record, are notes taken to provide a summary memorandum of meetings or hearings and contain all official actions taken. Minutes are not intended to be a word for word or verbatim transcription of the meeting.

The mayor called the meeting to order at 7:00 PM

The Pledge of Allegiance was recited

Present: Councilman Tommy Ewing; Councilman Barbara Thomas; Councilman Richard Dubberly; Councilman Johnny Ho; Fire Chief Paul McDavid; Attorney John Maines; Mayor Dianne Dubberly; Town Clerk Lee Forzly;

Absent: Accountant Laura Ling; Councilman Jennifer Mclendon

Approval of Minutes February 8, 2016

Councilman Ewing made a motion to approve the minutes. Councilman Thomas seconded the motion. Motion carries.

Budget Report Accountant Laura Ling (by phone)

Laura stated that for the month of February, we had some variances from our budget:

General Fund: \$4,082 over budget – this was due to property taxes, which were \$4,221 lower than she had estimated for the month.

Fire Fund: \$15,963 over budget

\$12,325 – final payment on roof;

\$1,422 – purchase of fire helmets – this will be 50% reimbursed by a grant;

\$1,203 – additional insurance fee for 2014-2015 fiscal year as a result of the annual insurance audit.

Street Fund: \$9,562 over budget – she stated this was due to \$10,000 of tree trimming paid in February

Year to date The general fund is \$6,494 behind budget, which is due to a mix of things, including property taxes being below budget (\$1,507), the building payment (\$1,849) and building repairs and maintenance (\$1,253). The fire fund is \$3,013 behind budget, which is primarily due to the building maintenance being \$6,261 more than we budgeted. The street fund is \$7,116 below budget, but this is due to timing on the tree trimming.

Building/Equipment allowance: Our budget included \$20,000 in building improvements and \$10,000 in specific equipment that was necessary by 2016 to remain in compliance. These two allowances are in addition to the \$1,500 annual budget for building maintenance and the \$6,000 annual budget for equipment. Laura reminded the council that we budgeted a deficit of \$54,638 for the general and fire fund for this year which requires us to use reserve funds to pay for the fire building improvements, the fire equipment and the fire operations. So far we have pulled \$32,000 from our money market fund to pay for the roof (\$24,650) and for equipment (\$7,542).

Laura requested council authorization to transfer an additional \$15,000 from the money market account into the fire fund. Councilman Thomas made a motion to transfer \$15,000 from money market account to fire department funds. Councilman Ewing seconded the motion. Motion carries.

Laura requested a \$600,000 increase to the budget for proceeds of the CDBG Grant. Councilman Ewing made a motion to increase the budget \$600,000 for proceeds of the CDBG grant. Councilman Dubberly seconded the motion. Motion carries.

Laura requested authorization to open a new bank account with TD Bank for CDBG funds. Councilman Ewing made a motion to open a new bank account with TD Bank for CDBG funds. Councilman Dubberly seconded the motion. Motion carries.

Laura requested that we increase the petty cash fund to \$100.00. Councilman Ewing made a motion to increase the petty cash fund to \$100.00. Councilman Dubberly seconded the motion. Motion carries.

New Business:

1. Tree Trimming in Town Hall Parking Lot -

Discussion on removal of two trees and trim one limb at town hall parking lot. All Star gave an estimate of \$400.00 to trim four limbs and also one for removing the two trees and trimming one limb at a cost of \$1,000.00 Council members asked for 3 bids. Mention was made that the town hall trimming should be added to next year's contract. Decision tabled until April Meeting.

2. C.D.B.G Housing Rehabilitation Grant - Jay Moseley, Senior Consultant, Government Services Group, Inc

Mr. Maines, our attorney advised us that a supermajority (4 out of 5) votes are required to pass motions. The order of the agenda was adjusted as Councilman Ho was late joining the meeting.

C.D.B.G. Administrative Services Contract

Mr. Maines received and approved the contract.

Councilman Ewing made a motion that before any additional services is incurred by Government Services, Inc. they must be presented to the council and an addendum would have to be approved. Councilman Dubberly seconded the motion. Motion carries by a supermajority

Councilman Ewing made a motion to approve the contract and submit to DEO. Councilman Dubberly seconded the motion. Motion carries by a supermajority.

Councilman Ewing made a motion to request for conflict of interest waiver from DEO for Gloria Garcia, Self; Aimee Garcia, sister; Pedro Garcia, Father and Gabriela Bustamante, Aunt. Councilman Dubberly seconded the motion. Motion carries by supermajority. Council members signed the Conflict of Interest Statements.

Councilman Ewing made a motion to authorize Jay Moseley to obtain signature of applicant Gloria Garcia 5174 N.W. 218th Lane, Lacrosse, Florida 32658 to execute state of conflict interest and return to town hall. Councilman Dubberly seconded the motion. Motion carries by supermajority

Councilman Thomas made a motion to authorize a waiver of conflict by the CATF member Gloria Garcia, 5174 N.W. 218th Lane, Lacrosse, Florida 32658 and authorize mayor to execute the appropriate conflict of waiver form. Councilman Ewing seconded the motion. Motion carries by a supermajority.

Councilman Ewing made a motion to authorize the mayor to submit a request for conflict of interest waiver to DEO. Councilman Dubberly seconded the motion. Motion carries by a supermajority

Councilman Ewing made a motion to accept from Mr. Maines, our attorney his letter of opinion. Councilman Dubberly seconded the motion., Motion carries by a supermajority

Councilman Ewing made a motion to accept the project list. Councilman Dubberly seconded the motion. Motion carries by a supermajority. (if any councilmember is related to any homeowner on the list they must abstain from the vote)

3. Wild Spaces Public Places, Environmental Lands Ballot Initiative

The town council approved the following public places project list: baseball park, bike stop, walking track/linear park and a full court basketball. Councilman Ewing made a motion to approve the list. Councilman Ho seconded the motion. Motion carries.

4. Great American Cleanup

Councilman Ewing made a motion to request April 9th as our clean up date. Councilman Thomas seconded the motion. Motion carries.

5. Removal of petition in front of kitchen \$150.00

Councilman Thomas made a motion to remove the petition in front of the kitchen for a maximum of \$150.00 Councilman Ho seconded the motion. Motion Carries.

Unfinished Business-

1. Copy Machine Rental

Councilman Ewing made a motion authorizing a Xerox 3615 rental and a wireless adapter over a 36 month period not to exceed \$55.00 a month and the purchase of a stand not to exceed \$50.00.

Councilman Ho seconded the motion. Motion carries.

Reports

1. Attorney Report - John Maines - nothing to report

2. Fire Department - Councilman Tom Ewing/Fire Chief Paul McDavid

- a. Reimbursement City of Alachua calls. Councilman Ewing and Fire Chief McDavid will meet with Alachua on March 23,2016 to discuss reimbursement for our first responder calls into Alachua.
- b. Chief McDavid discussed the options for the pump on the brush truck. Nothing was decided.
- c. There were a total of 32 calls in February EMS 20; Fire 7; Motor vehicle accidents 3; Others 2 fire alarms (1 in City of High Springs) ; City of Alachua, 4 (2 EMS 2 building fires) City of Lacrosse 2 (2 EMS).
- d. Chief Mc.David discussed our ISO rating. It is required by us to have 4 people on duty for structural fires

3. Mayor Report

- a. Councilman Thomas made a motion to pass the proclamation "Believing in Girls Month" Councilman Ewing seconded the motion. Motion carries.
- b. Mayor Dubberly reminded us that we have a joint meeting with the BOCC at our April 11th meeting. The agenda will be fire services.

4. Streets/Streetlights-Councilman Johnny Ho one light to report

5. Mowing - Councilman Richard Dubberly

Contract for 2016-2018- After discussion it was agreed to add N. W. 49th Terrace and pick up all trash prior to mowing. Bids will go out in the April 21st issue of Alachua County Today . Councilman Dubberly will conduct a pre bid tour on Saturday April 30th with final bids opened at the May 9th council meeting

6. Parks/Recreation Councilman Barbara Thomas

Councilman Thomas informed us that the concrete had been repaired however the batting Cage still need repair. The original installer to be contacted.

7. Building and grounds - Town Clerk-

The Town Clerk will get estimates for the pressure washing the metal roof

8. Grants - Jennifer McLendon - absent from meeting

Councilman Ewing made a motion to approve the bills. Councilman Ho seconded the motion. Motion carries.

Councilman Ewing made a motion to adjourn. Councilman Ho seconded the motion. Motion carries.

Time 9:25 pm

C.Dianne Duberly- Mayor

Lee Forzly - Town Clerk