**MINUTES OF CITY COMMISSION MEETING**

**MADISON, FLORIDA**

**NOVEMBER 19, 2013**

The City Commission met in a regular meeting at 5:30 p.m. in City Hall. Mayor/Commissioner Rayne Cooks (District 1), Commissioner Ina Thompson (District 2), Commissioner Jim Catron (District 3), Commissioner Jim Stanley (District 4), and Commissioner Judy Townsend (District 5) were present.

City staff present were: Tim Bennett-City Manager, Juan Williams-Assistant City Manager, Lee Anne Hall-City Clerk, Clay Schnitker-City Attorney, Gary Calhoun-Police Chief, and Bruce Jordan-Fire Chief.

The Mayor called the meeting to order.

Commissioner Townsend moved to adopt the agenda, as amended. The motion was seconded by Commissioner Catron and passed 5-0. (The agenda was amended to add (1) Quit Claim Deed between the City of Madison and Little Pine Pediatrics PLLC, and (2) Discussion and Possible Action on City Manager’s Actions.)

Commissioner Catron moved to adopt the consent agenda, as amended: (a) Minutes of October 8, 2013, (b) Minutes of October 18, 2013 Joint Meeting of City and County Commissions, (c) Fire Report, (d) Police Report, (e) Financial Report, (f) Commissioner Thompson/Travel to U.S. Tennis Association Event, (g) Police Department/Edward Byrne Memorial Justice Assistance Grant, (h) Proclamation Declaring November 2013 Big Bend Hospice and National Hospice Month, and (j) CRA/TIF Study by North Central Florida Regional Planning Council. The motion was seconded by Commissioner Townsend and passed 5-0. (Consent agenda (i) “Police/Vehicle Lease” was removed from the agenda and consent agenda (k) “Proposal to Shift Monthly Meeting of the City Commission to the Third Tuesday” was moved to the regular agenda.)

The Commission discussed moving the regular monthly meeting of the City Commission to the third Tuesday. Commissioner Townsend advised that the School Board met on the third Tuesday and there would be a conflict. No action was taken.

During Citizen’s Participation, Michele Brantley with Big Bend Hospice thanked the Commission for adopting the Proclamation Declaring November 2013 Big Bend Hospice and National Hospice Month and also briefed them on Big Bend Hospice’s involvement in Madison County.

Commissioner Townsend moved to approve and authorize the Mayor to execute MODIFICATION NUMBER 1 TO SUBGRANT AGREEMENT BETWEEN THE DEPARTMENT OF ECONOMIC OPPORTUNITY AND CITY OF MADISON to modify DEO/DCA contract number 12DB-OH-03-50-02-H12 and revised work plans. The motion was seconded by Commissioner Catron and passed 5-0. It was noted that Modification Number 1 is a request for a nine month time extension to complete the above referenced project.

Martha Orthoefer, with the North Central Florida Regional Planning Council, presented the cycle 2 bid recommendations for housing rehabilitation DEO Contract no. 12DB-OH-03-50-02-H12.

Commissioner Stanley moved to award the bid on Unit No. 11-01, Robinson to Gadcon, LLC contingent upon a negotiated amount of no more than $59,000.00. The motion was seconded by Commissioner Thompson and passed 5-0. It was noted that the bid was for $62,601.00 and staff would negotiate with Gadcon, LLC to modify or delete items to reduce the contract amount.

Commissioner Townsend moved to award the bid on Unit No. 11-07, Brown to Gadcon, LLC in the amount of $20,521.00. The motion was seconded by Commissioner Thompson and passed 5-0.

Laura Coleman, on behalf of the Madison Garden Club, discussed a partnership with the City to maintain and improve landscaping at Four Freedoms Park. It was the consensus of the Commission that City Manager Tim Bennett work with the Madison Garden Club on preparing a plan and to bring it back for Commission approval.

Commissioner Catron moved to adopt Resolution No. 2013-5 – A RESOLUTION OF THE CITY OF MADISON, FLORIDA AMENDING THE BUDGET FOR FISCAL PERIOD BEGINNING OCTOBER 1, 2012 AND ENDING SEPTEMBER 30, 2013, AND PROVIDING AN EFFECTIVE DATE. The motion was seconded by Commissioner Stanley and passed 5-0.

Commissioner Townsend moved to approve and authorize the Mayor to execute a Quit Claim Deed between the City of Madison and North Florida Community College for 1,000 square feet of right-of-way to be used for parking, with the stipulation that the College either construct a sidewalk in its design of the parking area or design the parking area so that a future sidewalk can be added. The motion was seconded by Commissioner Catron and passed 5-0. It was noted that the College would be responsible for all expenses associated with this transaction.

Commissioner Townsend moved to approve using Tax Increment Funding for a parking project along the west side of Range Avenue, north to Dade Street, and south to Macon Street which would create approximately eleven new parking spaces. The motion was seconded by Commissioner Thompson and passed 5-0. The City Manager was directed to make sure that the project met Americans with Disabilities Act requirements.

City Manager Tim Bennett introduced a proposed Water Conservation Ordinance. He advised that the ordinance is one of the criteria for a grant the city is proposing to apply for through the Suwannee River Water Management District. It was the consensus of the Commission to place the proposed ordinance on the December 10, 2013 agenda for first reading.

Commissioner Townsend moved to approve an application for a Regional Initiative Valuing Environmental Resources (RIVER) grant through the Suwannee River Water Management District. The motion was seconded by Commissioner Stanley and passed 5-0.

Commissioner Stanley moved to approve a MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF MADISON, FLORIDA AND THE FLORIDA DEPARTMENT OF CORRECTIONS for the lease of 10 acres of vacant city property within the Industrial Park. The motion was seconded by Commissioner Catron and passed 5-0.

Commissioner Thompson moved to appoint City Manager Tim Bennett as the City’s representative on the Madison County Tourist Development Council. The motion was seconded by Commissioner Catron and passed 5-0.

The Commission discussed the publication of city crime statistics. Chief Calhoun was asked to prepare a proposal for their consideration at a future meeting.

Police Chief Gary Calhoun updated the Commission on changes to the golf cart crossing locations. He advised that the proposed crossing at Turner Davis was not permitted, so he was recommending moving the crossing to Martin Luther King, Jr. Drive at the traffic signal. He also advised that the crossing east/west on the north side of Washington Street and Highway 90 was not permitted and the new recommendation was to continue one block north to Marion Street.

The Commission discussed a request for speed bumps on Georgetown Road. The Commission will revisit the request at the December 10, 2013 meeting.

Commissioner Thompson moved to approve and authorize the Mayor to execute a Quit Claim Deed between the City of Madison and Little Pine Pediatrics PLLC for 5,856 square feet of right-of-way. The motion was seconded by Commissioner Stanley and passed 5-0. It was noted that Little Pine Pediatrics PLLC would be responsible for all expenses associated with the transaction.

Commissioner Townsend expressed concerns about the appointment of an Assistant City Manager by City Manager Tim Bennett.

Commissioner Catron moved to adjourn; seconded by Commissioner Stanley. Motion passed 5-0. The meeting adjourned at 7:00 p.m.

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ATTEST: Rayne J. Cooks, Mayor/Commissioner

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Lee Anne Hall, City Clerk