

MARIANNA CITY COMMISSION
REGULAR MEETING
DECEMBER 1, 2020
6:00 PM

Join By Zoom:
Dial 929-205-6099
Meeting ID 828 2043 1986

The Marianna City Commission met on the above date and time. Mayor Ephriam called the meeting to order. City Clerk, Kimberly J. Applewhite, called the roll. Members present were: Mayor Travis Ephriam, Kenneth Hamilton, John Roberts, Allen Ward II and Rico Williams.

Mayor Ephriam gave the invocation and led the Pledge of Allegiance.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to approve the agenda as presented.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to adopt the minutes for November 2020.

Sandi Martin from the Jackson County Health Department gave an update of the current status on Covid-19 for Jackson County.

Melinda Gay, Administrator for the Marianna Health & Rehab Center, was present to give an update on the City. She discussed the testing procedures at MH&R. The Center is currently Covid-free. Visitation is back open to the public by appointment. She presented the Commission with financial reports for September and October 2020. The census for September 2020 was 63.7% and the census for October 2020 was 64.6%.

At this time Mayor Ephriam recognized the following employees for their years of service to the City:

DeShawn Couch	5 years	City of Marianna
Tracy Holland	5 years	Marianna Health & Rehab Center

Donald Stanley and Jason Gilmore of Wheeler Emergency Management Consulting gave an update on the FEMA requests for reimbursement. Wheeler is currently submitting requests for assistance to FEMA for Hurricane Michael, Hurricane Sally and the Covid-19 crisis.

Upon a motion by Commissioner Roberts, with a second by Commissioner Hamilton, the Commission voted unanimously to pay the Wheeler invoices as presented.

At this time Mayor Ephriam opened the public forum. Members of the audience were given the opportunity to discuss any issue not on the agenda.

Joe Wilson of 2819 Borden Street asked about Borden Street and indicated it is in bad shape. Borden Street is on the street paving priority list. Mr. Dean was unsure where it was on the list. Mr. Dean will meet with Mr. Wilson to discuss Borden Street.

Tiffany Garling from the Jackson County Economic Development Committee was present. She reported to the Commission that they had consultants present to look over airport improvements.

Willie Mack of 4095 Circle Drive complained about rain water flooding his property. The foundation of his house is being affected. There is a holding pond behind Marianna Toyota and he asked if the City could have it cleaned. City staff will contact the property owner about cleaning out the holding pond.

At this time Mayor Ephriam opened a Public Hearing.

City Manager Jim Dean read proposed Resolution 2021-03 Resolution Adopting Redevelopment Plan by title:

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MARIANNA, FLORIDA RELATING TO COMMUNITY REDEVELOPMENT WITHIN THE WEST END REDEVELOPMENT AREA; PROVIDING FINDINGS; APPROVING A COMMUNITY REDEVELOPMENT PLAN FOR THE WEST END REDEVELOPMENT AREA; PROVIDING FOR AN EFFECTIVE DATE.

There were no comments.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to adopt Resolution 2120-03, Adopting Redevelopment Plan.

The Public Hearing was closed.

A second Public Hearing was opened at this time.

City Manager Jim Dean read proposed Ordinance 1099 by title:

AN ORDINANCE OF THE CITY OF MARIANNA, FLORIDA, ESTABLISHING A REDEVELOPMENT TRUST FUND FOR THE WEST END REDEVELOPMENT AREA; PROVIDING FOR ADMINISTRATION OF THE REDEVELOPMENT TRUST FUND; DETERMINING THE TAX INCREMENT TO BE DEPOSITED IN THE REDEVELOPMENT TRUST FUND; ESTABLISHING THE BASE YEAR FOR DETERMINING THE ASSESSED VALUE OF PROPERTY IN THE COMMUNITY REDEVELOPMENT AREA FOR TAX INCREMENT PURPOSES; PROVIDING FOR THE ANNUAL APPROPRIATIONS OF THE TAX INCREMENT BY TAXING AUTHORITIES IN THE WEST END REDEVELOPMENT AREA; PROVIDING THAT THE MARIANNA COMMUNITY REDEVELOPMENT AGENCY SHALL BE THE TRUSTEE OF THE REDEVELOPMENT TRUST FUND; AND PROVIDING FOR AN EFFECTIVE DATE.

This was the second reading.

Elmore Bryant spoke to the Commission about the West End CRA. Mr. Dean gave Mr. Bryant an overview of what has taken place so far with creating the West End CRA.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to adopt proposed Ordinance 1099, Adopting a Redevelopment Trust Fund for the West End CRA.

In recent months citizens have requested food trucks at the Marianna Airport Commerce Park and City of Marianna/Jackson County Distribution Park. In response, City staff is requesting Chapter 46 be amended to make opportunities available for food vending trucks to lease spaces in City owned parks.

City Manager Jim Dean read proposed Ordinance #1106 by title:

AN ORDINANCE OF THE CITY OF MARIANNA, FLORIDA AMENDING CHAPTER 46, PEDDLERS AND SOLICITORS OF THE CITY OF MARIANNA CODE OF ORDINANCES, DEALING WITH FOOD TRUCK PARKS; PROVIDING FOR SEVERABILITY AND PROVIDING FOR AN EFFECTIVE DATE.

This was the second reading. There were no comments.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to adopt proposed Ordinance #1106 – Amending Chapter 46, Peddlers and Solicitors.

On March 5, 2019 the Marianna City Commission established a two year moratorium on tiny homes and manufactured homes in the Mixed Use District. Ordinance #1108 establishes guidelines to direct these types of development by:

1. Limiting placement of manufactured homes and tiny homes along major corridors, such as US 90, Kelson Avenue and Jefferson Street;
2. Allowing for tiny homes a minimum of 20 feet wide and 600 square feet in size as a conditional use in Residential-3 and Mixed Use Districts;
3. Allowing for Tiny Home Communities in Residential-3 and Mixed Use Districts;
4. Providing guidelines for Tiny Home Communities;
5. Directing placement of Tiny Homes on Wheels to Mobile Home Parks and Tiny Home Communities; and

6. Providing an option for commercial tiny buildings in Residential-2, Residential-3 and Mixed Use as long as the business meets the location criteria for a home occupation.

City Manager Jim Dean read proposed Ordinance #1108 by title:

AN ORDINANCE AMENDING ORDINANCE NO. 815, WHICH ADOPTED THE CITY OF MARIANNA LAND DEVELOPMENT REGULATIONS, AND ORDINANCE NO. 1107, WHICH AMENDED THE CITY OF MARIANNA LAND DEVELOPMENT REGULATIONS; PROVIDING FOR SEVERABILITY AND FOR REPEALER; PROVIDING FOR AN EFFECTIVE DATE.

This was the second reading. There were no comments.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ward, the Commission voted unanimously to adopt proposed Ordinance #1108.

Florida Statutes 163 requires local governments update the Capital Improvements Element of the Comprehensive Plan annually to avoid sanctions directly related to the ability to apply for and receive approval of future land use amendments, and grants.

City Manager Jim Dean read proposed Ordinance #1109 by title:

AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE CITY OF MARIANNA, FLORIDA TO UPDATE THE CAPITAL IMPROVEMENTS ELEMENT; PROVIDING FOR SEVERABILITY AND FOR REPEALER; PROVIDING FOR AN EFFECTIVE DATE.

This was the second reading. There were no comments.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to adopt proposed Ordinance #1109, amending the City of Marianna Comprehensive Plan Capital Improvements Element.

At this time the public hearing was closed.

Marianna Municipal Development presented the Commission with the November 2020 Planning and Development Report.

After Hurricane Michael the City entered into a lease with FEMA to occupy approximately 13 acres and office space within the Airport Terminal. FEMA has requested the City amend the lease to extend the time frame for an additional 3 months. The lease amendment only addresses the terminal space and 6 acres.

Upon a motion by Commissioner Williams, with a second by Commissioner Hamilton, the Commission voted unanimously to approve amendment #12 to the City's lease with FEMA at the Marianna Airport.

Resolution 2019-10 temporarily halted issuance of development orders and permits for manufactured homes in all future land use and zoning districts within the City, except for Residential-3. The resolution also temporarily halted the development orders and permits on Tiny Homes except in Mobile Home Parks. Ordinance #1108 addresses these issues and the moratorium is no longer needed.

Upon a motion by Commissioner Williams, with a second by Commissioner Ward, the Commission voted unanimously to approve Resolution #2021-05, Dissolution of Moratorium.

The City has been awarded funds to grant / loan to upgrade the City's waste water treatment plant (WWTP). The Commission has approved the grant / loan agreement. The project is being advertised. The City needs to engage the services of engineer to perform CEI and monitoring services. Mott MacDonald has a continuing contract with the City and they did the design work. Staff recommends that they perform the CEI and monitoring services for the project.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ward, the Commission voted unanimously to approve Task Order #1 between Mott MacDonald and the City of Marianna for Engineering Services for the Marianna WWTP upgrades. This change order will increase the project from \$375,455 to \$793,860.

Cost estimates have been obtained in order to overlay a portion of Liddon Street (between Smith Street and Guyton Street). The scope of work includes: clean, tack coat and pave with 100 lbs. of leveling course and provide a one-inch SP-9.5 asphalt cap. Two estimates were obtained as follows:

Baxter's Asphalt & Concrete, Inc.	\$24,500
Hollister Asphalt Paving (Marianna)	\$18,000
Anderson Columbia	No Response

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to allow Hollister Asphalt Paving to proceed with the street overlay project in an amount not to exceed \$18,000.

Commissioner Roberts would like the Commission to review the Street Paving Priority List at the next Commission meeting. He also would like the bulbs replace on street lights that are not working.

Commissioner Williams would like Mayor Ephriam to sign a letter to the owners of the railroad, regarding the trestle at Borden Street. He also inquired about the fence at Orange Hill Cemetery. Public Works Director, Joe Richey, informed the Commission that the materials have been order.

Mayor Ephriam inquired about the yard of the month program he would like the City to start. Kay Dennis Municipal Development Director told the Commission she had contacted

businesses and civic clubs about sponsoring the yard of the month without success. It was suggested she speak with the Chipola Civic Club. Mayor Ephriam would like to change the scheduling of football and soccer at the MERE due to the Covid-19 crisis. He doesn't feel the City should offer basketball this year because it is held inside. Staff was directed to acquire the Jackson County School Board Policy for basketball games.

Mr. Dean informed the Commission that long time employee Rick Harrell was retiring at the end of the year and he has not been successful in finding a replacement for Mr. Harrell. He was requesting permission to negotiate the annual salary up to \$55,000. This position is responsible for the day to day operation of the Water Department and the Waste Water Treatment Plant and requires licensing by the state of Florida.

Upon a motion by Commissioner Roberts, with a second by Commissioner Ward, the Commission voted unanimously to allow the City Manager to negotiate the annual salary up to \$55,000 per year for the water/waste water supervisor position.

Mr. Dean asked the Commission to approve Christmas Eve as an admin day for city staff.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to declare Christmas Eve as an admin day this year.

Upon a motion by Commissioner Williams, with a second by Commissioner Roberts, the Commission voted unanimously to give 2 additional admin days to staff at the Marianna Health & Rehab Center. Staff must have worked for the Center July to August during the Covid crisis. The 2 days must be used within 6 months.

Mr. Dean informed the Commission that Laura "Toolie" Harkins had resigned from the Marianna Health & Rehab Center Board of Directors. She recommended that Edith Whiddon replace her.

Upon a motion by Commissioner Roberts, with a second by Commissioner Williams, the Commission voted unanimously to appoint Edith Whiddon to the Marianna Health & Rehab Center Board of Directors.

There being no further business, the meeting was adjourned.

Mayor-Commissioner

Attest:

City Clerk

