

City of Springfield
Springfield City Hall Commission Room
408 School Ave.
Springfield, FL 32401

Special Called Commission Meeting
April 29, 2024 @ 5:30 p.m.

I. CALL TO ORDER

Mayor Hammond called this Commission Meeting to order on this the 29th day of April 2024 at Springfield City Hall. Notice was provided to the News Media via email and on the City's website.

- A. **Invocation:** Commissioner Hamre gave the invocation.
- B. **Pledge of Allegiance:** Commissioner Hamre lead the Pledge of Allegiance.
- C. **Roll Call as follows:**
 - Commissioner Jack Griffis – Physically Present
 - Commissioner Jack Kennington – Physically Present
 - Commissioner Cindy Hamre – Physically Present
 - Commissioner Richard Chval - Physically Present
 - Mayor Ralph Hammond – Physically Present
 - Staff physically present as follows: City Clerk Teresa Cox, Public Works Director Miles Grice, Police Chief Barry Roberts, Assistant Police Chief Russell Voyles, Fire Chief Brian Eddins, Assistant Fire Chief Jerry Swearingen, and City Attorney Kevin Obos.
 - Visitors physically present: Jeanie Hammond, Diana Kennington, Ron Mathis, Jeanie Baldwin, Rhonda Crider.

Before continuation with the agenda, Mayor Hammond requested to remove #4 (Flock Safety Cameras) from the Regular Agenda. He stated he felt it was important to delay this agenda item until it can be reviewed during budget talks.

Motion by Commissioner Hamre to remove item #4 Flock Safety Cameras from the agenda until budget review. Motion seconded by Commissioner Kennington. Roll Call: All ayes; motion carried (5-0).

II. REGULAR AGENDA

- 1. **Resolution 24 – 07 – Establishing Annual Review of Policies and Procedures for Employee Handbook, Procurement, and Emergency Preparedness**

Mayor Hammond read the agenda item listed above.

City Attorney Obos read Resolution 24-07 Establishing Annual Review of Policies and Procedures for Employee Handbook, Procurement, and Emergency Preparedness. He explained the basic intent is to have the City Commission review the City's operating policies and procedures annually in the first quarter of the calendar year and consider any recommended revisions needed.

Mayor Hammond asked the City Commission if they had any questions. There were none.

Motion by Commissioner Kennington to approve Resolution 24-07 Establishing Annual Review of Policies and Procedures for Employee Handbook, Procurement, and Emergency Preparedness. Motion seconded by Commissioner Hamre. Roll Call: All ayes; motion carried (5-0).

2. Resolution 24-08 Adopting Various FROC Policies

Mayor Hammond read the agenda item listed above.

City Attorney Obos read Resolution 24-08 Adopting Various FROC Policies by title only.

The Commission discussed the new policies and various proposed additions to current policies.

Motion by Commissioner Griffis to approve Resolution 24-08 Adopting Various FROC Policies. Motion seconded by Commissioner Kennington. Roll Call: All ayes; motion carried (5-0).

3. Mayor Pro Tem

Mayor Hammond read the agenda item listed. He stated after every election the City Commission chooses to appoint one commissioner as Mayor Pro Tem. He explained this commissioner is responsible for the operation of the meetings and procedures in his absence. Mayor Hammond told the City Commission Commissioner Kennington is the current Mayor Pro Tem and asked the City Commission if they would like to appoint someone new to hold this position.

Commissioner Griffis stated he felt Commissioner Kennington was the best choice because he is the senior commissioner with the most knowledge currently on the board and all of the other commissioners were relatively new.

Commissioner Hamre agreed.

Motion by Commissioner Griffis to re-appoint Commissioner Kennington as Mayor Pro Tem. Motion seconded by Commissioner Hamre. Roll Call: All ayes; motion carried (5-0).

4. Removed

5. Approval of Fire and Police Policies

Mayor Hammond read the agenda item listed above. He explained each department needs to have written policies and procedures for function. He explained many of the procedures for first responders are extensive, too many to print. Mayor Hammond concluded Chief Roberts had provided a link to review the policies and procedures to City Clerk Teresa Cox and referred the commissioners to Chief Roberts or Chief Eddins with any questions. There were none.

Motion by Commissioner Kennington to approve the Fire and Police Policies. Motion seconded by Commissioner Griffis. Roll Call: All ayes; motion carried (5-0).

6. Purchase of New Code Enforcement Truck

Mayor Hammond read the agenda item listed above. He explained Code Enforcement Truck #2402 had been heavily damaged in Hurricane Michael and although it had been repaired, the transmission had gone out. He noted staff had received a quote for the trade in of the existing truck towards the purchase of a new truck with the final balance of \$32,499.50. He asked the City Commission to consider approving the purchase of the new truck with the trade in of the old truck.

The City Commission discussed most vehicles are purchased on state contract through Sourcewell or Florida Sheriff's Association. The City Commission further discussed the price of the new 2024 Ram 1500 (before trade in) is less than either one of those contract sources.

Motion by Commissioner Kennington to surplus Truck #2402 via as trade-in towards the purchase of a new 2024 Dodge Ram 1500 (vin #0664) in the amount of \$32,499.50. Motion seconded by Commissioner Hamre. Roll Call: All ayes; motion carried (5-0).

7. Sign Permits for Circle K

Mayor Hammond read the agenda items listed above. He reported these signs will be on premise signs for the new Circle K to be built at the corner of 11th St. and Tyndall Parkway. He asked if the Commission had any questions. There were none.

Motion by Commissioner Kennington to approve the sign permits for Circle K as presented. Motion seconded by Commissioner Hamre. Roll Call: All ayes; motion carried (5-0).

8. Development Order – 1607 Transmitter Road (Eagles Ridge Townhomes) and requested Variance for Development

Mayor Hammond read the agenda item listed above. He reported the developer has requested changes to the original plan. In addition to the layout changes, the developer has requested a variance to convert the apartment format to fee simple platted subdivision so the units can be sold to entry level home buyers as opposed to renters.

The City Commission discussed the changes and the request for variance.

Motion by Commissioner Kennington to approve the revised Development Order for 1607 Transmitter Road (Eagles Ridge Townhomes) and the requested variance to fee simple platter subdivision. Motion seconded by Commissioner Griffis. Roll Call: All ayes; motion carried (5-0).

9. Development Order – 3803 E. 9th St. (VMC Ventures LLC – Vu Cao)

Mayor Hammond read the agenda item listed. He noted the property owner is requesting changes to his original approved development reducing the number of units from 14 to 9. He added the units will all face 9th St. He then asked the City Commission if they had any questions. There were none.

Motion by Commissioner Griffis to approve the revised Development Order for 3803 E. 9th St. (VMC Ventures LLC – Vu Cao) as requested. Motion seconded Commissioner Kennington. Roll Call: All ayes; motion carried (5-0).

10. Development Order – 3625 E. 14th St. (Outdoor Storage)

Mayor Hammond read the agenda item listed above. He told the City Commission the property owner has proposed changes to the location of the driveway from Luckie Ave. to 14th St. for the development.

Motion by Commissioner Griffis to approve the revised Development Order for 3625 E. 14th St. (Outdoor Storage) as presented. Motion seconded by Commissioner Kennington. Roll Call: All ayes; motion carried (5-0).

11. Variance – 3606 East 1st Court

Mayor Hammond read the agenda item listed above and asked City Clerk Teresa Cox to explain the request.

City Clerk Teresa Cox explained the property owners had purchased this very small parcel which is 25.7' wide and 58.5' deep. She noted they gone through Mayor Hammond's program and taken down a small home that was on the property. She explained the property owners had attempted to purchase additional property adjacent to this parcel in order to build and meet setbacks but were unsuccessful. City Clerk Teresa Cox stated the property owners were now asking for a variance for the side setbacks to 5' on each side so they could build a site built 2-story tiny home.

The City Commission discussed the request for 5' setbacks for this property.

Motion by Commissioner Kennington to approve the Variance as requested for 3606 East 1st Court. Motion seconded by Commissioner Hamre. Roll Call: All ayes; motion carried (5-0).

Mayor Hammond told the City Commission this concluded the regular agenda.

Mayor Hammond asked the City Commission if they had any questions or comments. There were none.

III. ADJOURNMENT

Motion was made by Commissioner Griffis to adjourn. This meeting was adjourned by Mayor Hammond at 5:57 p.m.

Attest:



Ralph Hammond, Mayor



Teresa Cox, City Clerk