

Public Meeting
Solicitation of Public Input into the
Development of the 2014/2015 CDBG Annual Plan
Lake Helen City Commission
April 28, 2014

MINUTES

CALL TO ORDER

Mayor Buddy Snowden called to order the April 28, 2014 Public Meeting for Solicitation of Public Input into the Development of the 2014/2015 CDBG (Community Development Block Grant) Annual Plan of the Lake Helen City Commission at 6:45 pm.

Present:

Mayor Buddy Snowden	Vice Mayor Ann Robbins
Commissioner Vernon Burton	Commissioner Rick Basso
Commissioner Cameron Lane	City Administrator KC Cichon
Legal Counsel Jennifer Nix	Acting as City Clerk Becky Witte
City Engineer Steve Danskine	

Mayor Buddy Snowden announced that the City Attorney and Presenters for the 7:00pm Economic Development presentation were stuck in traffic therefore this meeting was postponed until 6:45pm.

INVOCATION AND PLEDGE

Mayor Buddy Snowden turned the meeting over to **City Administrator KC Cichon**. Review of the CDBG funding mechanism for Pleasant Street projects.

City Administrator KC Cichon announced that the agenda item for tonight is an annual requirement of the City to hold a public meeting to receive public input for the CDBG plan for Fiscal Year 2015. The allotted amount the city is anticipating to receive is \$54,885.00. Staff along with the City Engineer drafted a plan that is to be submitted by May 9, 2014 to the County CDBG office. The CDGB Plan will be placed on the May 8, 2014 Regular Commission Meeting Agenda. After receiving comments from the public, staff is asking the City Commission to communicate any revisions deemed necessary so the plan may be placed on the regular meeting agenda on May 8, 2014.

City Administrator KC Cichon explained to the group that as expressed in the agenda memorandum, the Commission in 2010 set out a priority list. The most current project completed this fiscal year was the full debt reclamation and paving of Pleasant Street, referred to as Phase I. Phase II, which the plan lays out, would include the storm water construction and sidewalk construction along Pleasant Street from Ohio Avenue to Kicklighter Road. In 2013, the Commission made a revision, at the request of staff, to reverse the plan and complete the road paving before construction of the sidewalks. **City Administrator KC Cichon** continued to discuss funding options for this and upcoming fiscal years before passing the meeting over to **City Engineer Steve Danskine**.

Legal Counsel Jennifer Nix arrived.

(Audio Time: 5:47)

City Engineer Steve Danskine explained that originally the sidewalk was planned for the east side of Pleasant Street, but after further exploration, the west side has been determined a better option. He explained TPO matching funds can be used and points can be earned if the sidewalk connects to the Lake Helen trail which was constructed around 2007 and by adding pedestrian crossing utilizing lighted and/or solar powered signs.

Mayor Buddy Snowden questioned **City Engineer Steve Danskine** about the Pleasant Street paving process, saying that he has received many complaints.

City Engineer Steve Danskine said he has contact Alan West, superintendent on the project from P&S Paving to discuss the ripples on the road and the remedies available. He explained that is not indicative of P&S Paving work.

The group briefly discussed paving projects.

(Audio Time: 10:03)

Mayor Buddy Snowden clarified that **City Engineer Steve Danskine** is recommending a sidewalk from Kicklighter Road to Ohio Avenue on the west side of Pleasant Street. He questioned if there was sufficient right of way to accomplish the project.

City Engineer Steve Danskine responded that there is no dedicated city right of way according the surveyor. To use federal dollars the project must be within city right of way. He explained that there are presumptive right of way rights because the city maintains that area. Property owners in that area will need to be approached to officially dedicate the right of way. He explained that residential streets typically have a standard 40 or 50 feet right of way. Neither would be appropriate in that location but instead 45 feet is needed. He notified the group that approximately 100 feet of chain link and white picket fence will need to be relocated.

Mayor Buddy Snowden questioned if he has identified how many property owners that will be impacted.

City Engineer Steve Danskine said he has not identified those at this time.

The group discussed that there are approximately 5 or 6 property owners who will be impacted.

Commissioner Rick Basso questioned how the engineer would deal with the water draining on the east side of the road.

City Engineer Steve Danskine answered that a culvert under the sidewalk could be installed or allow the water to cover the sidewalk. He said if they allow the water to cover the sidewalk it would only be for an hour or two at a time.

Commissioner Rick Basso questioned if that was the east or west side of the road.

City Engineer Steve Danskine answered that was the west side and nothing would need to be done on the east side of Pleasant Street, only a swale.

Commissioner Rick Basso added that they would need to monitor drainage to ensure a retention area is not needed.

Commissioner Rick Basso and **City Engineer Steve Danskine** discussed the storm water impacts to the area.

(Audio Time: 14:18)

Mayor Buddy Snowden questioned if a firm answer was needed on the right of way acquisition before submitting on to the County on May 9th.

City Engineer Steve Danskine answered that we can be in the process of obtaining right of way and the discussion is regarding next fiscal year's money so there is time.

Mayor Buddy Snowden questioned who typically contacts the property owners.

City Engineer Steve Danskine replied that he is not responsible for contacting them and that Don (*Findell (past City Administrator)*) would have handled that. He also noted that Don says hello and he is doing fine.

(Audio Time: 15:14)

Mayor Buddy Snowden asked the group for any direction, questions, suggestions, recommendations, or modifications.

City Administrator KC Cichon said the key is to meet the expectations of the Commission. He continued to say that the key issue is the placement of the sidewalk - either the east side or the west side of Pleasant Street. He reminded that the previous plan was for the sidewalk to begin at Ohio Avenue on the west side, going past the Elementary school entrance with crosswalk to the east side and ending at Kicklighter Road.

Mayor Buddy Snowden asked if the City Attorney would notify the property owners and obtain permission, easement or agreement.

City Administrator KC Cichon answered that he believes the process will include legal counsel. He suggested that the Commission may want to approach the property owners instead of an attorney. He presented one option which would be to research each property owner and see if a particular commissioner had an established relationship with that owner.

Commissioner Rick Basso said that when the letter is drafted please include his contact information at the bottom and that he will personally speak to the owner if they have questions or concerns.

The group discussed that they feel the property owners would want to be involved.

Mayor Buddy Snowden asked if the plan will impact the volleyball courts.

City Engineer Steve Danskine answered no, that the sidewalk would be on the road side of the existing fence.

Mayor Buddy Snowden and **City Engineer Steve Danskine** discussed the amount of space that would impact properties which varies along the project area.

Mayor Buddy Snowden asked for questions.

City Administrator KC Cichon asked the group if there was a consensus to agree to the placement of the sidewalk.

Mayor Buddy Snowden said they would take the recommendation of the City Engineer.

(Audio Time: 20:15)

City Engineer Steve Danskine said he will work with the surveyor to show the requested information on the survey.

Commissioner Rick Basso discussed his strategy for approaching homeowners.

The group discussed the acquisition of the right of way and the fact that the city already maintains most of the area in question.

Legal Counsel Jennifer Nix said that she will conduct research and send information to the commission by the next morning.

The group discussed funding requirements and eminent domain.

Legal Counsel Jennifer Nix noted that eminent domain will take time.

The group discussed the presumptive right of way, the sidewalk area and the benefits to the effected property owners.

Mayor Buddy Snowden said to proceed as planned.

(Audio Time: 26:06)

Mayor Buddy Snowden opened to a public meeting for the public to make any comments or input that they so desire regarding the CDBG funding mechanism for the Pleasant Street Project. He asked if there was anyone from the public that wishes to speak.

Mayor Buddy Snowden said hearing none, we will close the public hearing. He then adjourned the meeting.

ADJOURNMENT

Mayor Buddy Snowden adjourned the April 28, 2014 Public Meeting for Solicitation of Public Input into the Development of the 2014/2015 CDBG (Community Development Block Grant) Annual Plan of the Lake Helen City Commission at 7:14pm.

End.