

**COMMISSION MEETING MINUTES**

**MARCH 19<sup>th</sup>, 2024**

**6:30 P.M.**

**PRESENT:**

**Mayor:** John Vogel II  
**Commissioners:** Caitlin Bolender  
Alison Cagle  
Kevin Damic  
  
**City Attorney:** Gerald T. Buhr  
  
**Water Clerk:** Will Plazewski  
**City Clerk:** Marissa Morales  
**Assistant to City Clerk:** Julia Fresne-Sandifer

**ABSENT:**

**Commissioner:** Randy Huckabee

**MINUTES PREPARED BY:** Julia Fresne-Sandifer

**OPENING CEREMONIES:** Mayor Vogel led the Pledge of Allegiance.

1. The City of San Antonio honored the late Public Works Director, Scott Morrow, with a proclamation.
2. **CONSENT AGENDA:** Includes minutes for the February 20<sup>th</sup> Commission Meeting; General Fund and Water Fund disbursements for February 2024.

**DISBURSEMENTS AND DEPOSITS:**

<i><b>February 2024</b></i>	<u>Disbursements</u>	<u>Deposits</u>
General Fund	\$ 90,840.70	\$ 82,242.12
Water Fund	\$ 9,996.35	\$ 52,956.54

**MOTION: ACCEPT THE CONSENT AGENDA**

**MADE BY:** Commissioner Cagle

**SECOND:** Commissioner Damic

**VOTE:** Motion passed unanimously.

**3. PUBLIC COMMENT: NONE**

**4. MAYOR'S REPORT:**

- A. The fire station renovation would be delayed while the city was working to fill the Public Works Director position.
- B. The city was now accepting applications for the Public Works Director position.
- C. Mayor Vogel announced that Curley Road would open on March 27.
- D. The San Antonio municipal election would take place on April 9 with three opened seats. Mayor Vogel encouraged the public to vote.

- E. The city held a workshop on March 5 to discuss updating the Comprehensive Plan. Another workshop will be scheduled in July to summarize the findings of the information collected by the planning consultants.

**5. ATTORNEY’S REPORT:**

- A. City Attorney Buhr reported that the elimination of the surcharge for outside of city rates was dropped from the legislation appropriation bill. The requirement for filling out Form 6 remained.

**6. COMMISSIONER REPORTS**

**A. BUILDING AND ZONING – COMMISSIONER BOLENDER:**

- 1. Building permit activity for February was tallied at \$776,075.26.

**B. PARKS AND RECREATION – COMMISSIONER CAGLE:**

- 1. Commissioner Cagle reported some of the feedback from the public survey on parks amenities. Volunteers who would like to help with gardening around the city may reach out to staff.
- 2. Commissioner Cagle opened the sealed bids for parks lawn care maintenance including weekly mowing of all city parks.
  - a. Four bids were received and opened from: Superior Landscape & Lawn (\$18,420), Yellowstone Landscaping (\$19,248), Krew Kutz Lawn & Landscape (\$25,200), and Herrmann’s Landscape (\$20,100).
  - b. City Clerk Morales advised that references were provided by bidders. Commissioners agreed to revisit this next month after references were contacted by staff.

**C. STREETS:**

- 1. Mayor Vogel opened the sealed bids for the Palm Ridge Dr. paving & drainage project.
  - a. Three bids were received and opened from: DB Civil Construction (\$256,800), Superior Siteworks (\$326,668), and Midsouth Inc. (\$571,705).
    - i. A representative with DB Civil Construction asked if there was a local preference for vendors and Mayor Vogel answered that there is not currently a framework in place for that. The representative asked about a timeline for FDEP grant, and City Clerk Morales advised June or July.

**MOTION: ACCEPT THE BID FOR PALM RIDGE DRIVE FOR PAVING AND DRAINAGE FROM DB CIVIL CONSTRUCTION IN THE AMOUNT OF \$256,800.**

**MADE BY:** Commissioner Cagle

**SECOND:** Commissioner Damic

**AMEND MOTION: ACCEPT THE BID FROM DB CIVIL CONSTRUCTION FOR THE PALM RIDGE DRIVE PAVING AND DRAINAGE CONTINGENT UPON THE AGREEMENT TO COMPLETE BY THE JULY DEADLINE.**

**MADE BY:** Commissioner Cagle

**SECOND:** Commissioner Damic

**VOTE:** Motion passed unanimously.

**ROLL CALL VOTE:** Commissioner Cagle - AYE

Commissioner Bolender - AYE  
Commissioner Damic - AYE  
Mayor Vogel - AYE  
Commissioner Huckabee - ABSENT

**D. WATERWORKS – COMMISSIONER DAMIC:**

1. Water Clerk Plazewski is working on lead testing with the Florida Rural Water Association.
2. Commissioner Damic opened the sealed bids for the Well 6 pump replacement project.
  - a. Three bids were received and opened from: Citrus Well Drilling (\$74,680), A.C Schultes (\$67,280), Southeast Drilling Services (\$88,500).
  - b. Water Clerk Plazewski stated that A.C. Schultes has done work in the city before.

**MOTION: TO ACCEPT THE BID FROM A.C. SCHULTES IN THE AMOUNT OF \$67,280.**

**MADE BY:** Commissioner Cagle

**SECOND:** Commissioner Bolender

**ROLL CALL VOTE:**

Commissioner Cagle	-	AYE
Commissioner Bolender	-	AYE
Commissioner Damic	-	AYE
Mayor Vogel	-	AYE
Commissioner Huckabee	-	ABSENT

**6. CLERK’S REPORT: NONE**

**7. UNFINISHED BUSINESS: NONE**

**8. NEW BUSINESS: NONE**

**9. ADDITIONAL COMMISSIONER COMMENTS: NONE**

**10. ANNOUNCEMENTS:**

- A. The municipal election takes place on April 9 from 7 a.m. to 7 p.m. at the Saint Anthony Parrish Center.

**11. ADJOURNMENT:** Meeting adjourned at 7:13 PM.

Respectfully submitted,

---

Julia Fresne-Sandifer, Assistant to City Clerk