

## **Regular City Commission Meeting Agenda November 13, 2017**

---

**Mayor Gib Coerper**  
**Vice Mayor Shirley Green Brown**  
Commissioner Gary Hardacre  
Commissioner Ben Boukari, Jr.  
Commissioner Robert Wilford

**City Manager Traci L. Gresham**  
City Attorney Marian Rush

---

The City Commission will conduct a  
**Regular City Commission Meeting**  
**At 6:00 PM**  
to address the item(s) below.

**Meeting Date:** November 13, 2017

**Meeting Location:** James A. Lewis Commission Chambers, City Hall

### **CITY COMMISSION MEETING**

**Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.**

**CALL TO ORDER**

**INVOCATION**

**PLEDGE TO THE FLAG**

**APPROVAL OF THE AGENDA**

**APPROVE READING OF PROPOSED ORDINANCES AND RESOLUTIONS BY  
TITLE ONLY**

## **I. SPECIAL PRESENTATIONS**

## **II. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA**

(Please Limit to 3 Minutes. Any citizen who is unable to speak at this time will have an opportunity to speak at the end of the meeting)

## **III. COMMITTEE REPORTS/COMMITTEE APPOINTMENTS/CITY ANNOUNCEMENTS**

## **IV. PUBLIC HEARINGS AND ORDINANCES**

(Presentations, other than the applicant, please limit to **3 Minutes**)

## **V. AGENDA ITEMS**

- A.** RFP 2018-01 FY 2017-2018 Grant Administration and Other Grant Support Services Award
- B.** Resolution 18-02: Amending the City of Alachua Fiscal Year 2016-2017 Budget; Recognizing unanticipated revenue in the General Fund in the amount of \$95,804; Increasing General Fund appropriations within the APD-Patrol, Solid Waste and City Attorney budgets by \$95,804; Providing an effective date.
- C.** Resolution 18-03 Waiving Fees Related to Site Specific Amendments to the Official Zoning Atlas and Comprehensive Plan Map Amendments
- D.** Resolution 18-04 Amending Schedule of Fees for Short Term Rental of City Facilities
- E.** Resolution 18-05 Supporting Local Bill Regarding Stormwater Legislation

## **VI. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA**

(Please Limit to 3 Minutes.Any citizen who did not speak during the Citizen Comments period at the beginning of the meeting may do so at this time.)

## **VII. COMMENTS FROM CITY MANAGER AND CITY ATTORNEY**

## **VIII.COMMISSION COMMENTS/DISCUSSION**

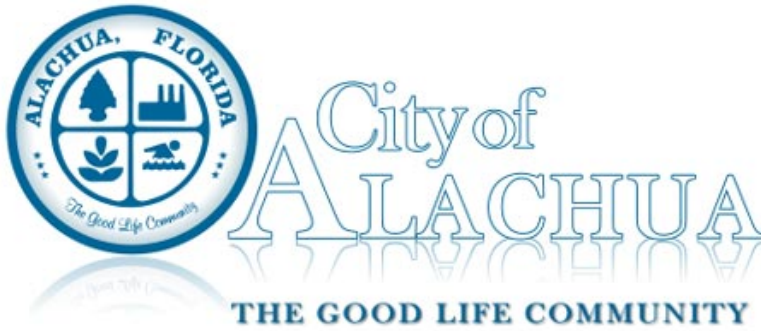
## **ADJOURN**

# **CONSENT AGENDA**

## **CONSENT AGENDA ITEMS**

August 28, 2017 City Commission Workshop Minutes

August 28, 2017 City Commission Regular Meeting Minutes



## Commission Agenda Item

---

**MEETING DATE:** 11/13/2017

**SUBJECT:** RFP 2018-01 FY 2017-2018 Grant Administration and Other Grant Support Services Award

**PREPARED BY:** Donna Smith, Purchasing Specialist

**RECOMMENDED ACTION:**

- 1) Award RFP 2018-01 to Summit Professional Services, Inc. for the provision of Grant Administration and Other Grant Support Services.
  - 2) Authorize the City Manager/City Staff to move forward with Contract negotiations with Summit Professional Services, Inc.
  - 3) Should Contract negotiations fail with Summit Professional Services, Inc. allow City Manager/City Staff to move forward with negotiations with second ranked Guardian Community Resource Management, Inc.
- 

### Summary

On October 9, 2017 the City solicited formal proposals from qualified vendors to provide Grant Administration and Other Grant Support Services for the FY 2017-2018.

The City received two (2) proposals in response to RFP 2018-01. All proposals qualified. The proposals were received from Guardian Community Resource Management, Inc. and Summit Professional Services, Inc.

Selection Committee members reviewed, evaluated and scored the proposals. The Selection Committee met, discussed and ranked the proposals as follows: First Ranked - Summit Professional Services, Inc., Second Ranked - Guardian Community Resource Management, Inc.

Staff recommends to proceed with awarding RFP 2018-01 to Summit Professional Services, Inc. and move forward with Contract negotiations.

---

**FINANCIAL IMPACT:** Yes

**BUDGETED:** Yes

**AMOUNT:** TBD pending Contract Negotiations

**FUNDING SOURCE:** General Fund

---

**COMMISSION GOALS:**

Economic Development, Quality of Life, Community Enhancement, Strengthen Community Services

---

**ATTACHMENTS:**

## Description

- ▢ Proposal Summary Score Sheet/Committee Scoring Sheets

**City of Alachua**  
**Proposal Summary Score Sheet**  
**RFP 2018-01**

**FY 2017-2108 Grant Administration and Other Grant Support Services**

**Proposal 1: Guardian Community Resource Management, Inc.**

**Proposal 2: Summit Professional Services, Inc.**

	Proposal 1	Proposal 2
<b>Selection Committee Member 1</b>	79	85
<b>Selection Committee Member 2</b>	94	93
<b>Selection Committee Member 3</b>	75	94
<b>TOTAL SUMMARY</b>	<b>248</b>	<b>272</b>

**\*\*Highest Summary Score is Ranked First.**

**1<sup>st</sup> Ranked – Summit Professional Services, Inc.**

**2<sup>nd</sup> Ranked – Guardian Community Resource Management, Inc.**

**Ranking Date: November 6, 2017**

Scoring Sheet for Evaluation of Requests for Proposals  
FY 2017-2018 Grant Administration and Other Grant Support Services  
RFP 2018-01

Selection Committee Member #1

Criteria	Factors to Consider	Points Available	Score		
			Firm 1	Firm 2	Notes
1.	Staff administration knowledge of sources of grant funds available to municipal government.	0-20	20	18	
2.	Consultant's years of experience writing and managing grants for local governments in Florida.	0-20	18	19	
3.	Quality of the consultant's proposed approach to administering the grant.	0-20	18	13	
4.	Number of letters of recommendation (dated 2011 or later) for services provided in the Consultant's proposal	0-20	13	20	
5.	Proposed fee and pricing methodology.	0-20	10	15	
6.	<b>Minority Business Enterprise.</b> Award 5 points if the firm is a MBE or WBE. This score is used only in the event of a tie for the highest total ranking.	0-5	WBE 5	WBE 5	
Total Score:			79	85	
Max of 100 pts			Max of 100 pts		

\* Minority Business Enterprise  
\*\* Women Business Enterprise

Committee Member: ROBERT BONETTI  
Date: 11-6-17

Scoring Sheet for Evaluation of Requests for Proposals  
FY 2017-2018 Grant Administration and Other Grant Support Services  
RFP 2018-01

Selection Committee Member #2

Criteria	Factors to Consider	Points Available	Score		
			Firm 1	Firm 2	Notes
1.	Staff administration knowledge of sources of grant funds available to municipal government.	0-20	18	17	
2.	Consultant's years of experience writing and managing grants for local governments in Florida.	0-20	17	18	
3.	Quality of the consultant's proposed approach to administering the grant.	0-20	20	18	
4.	Number of letters of recommendation (dated 2011 or later) for services provided in the Consultant's proposal	0-20	19	20	
5.	Proposed fee and pricing methodology.	0-20	20	20	
6.	<b>Minority Business Enterprise.</b> Award 5 points if the firm is a MBE or WBE. This score is used only in the event of a tie for the highest total ranking.	0-5			
Total Score:			94	93	
Max of 100 pts			Max of 100 pts		

\* Minority Business Enterprise  
\*\* Women Business Enterprise

Committee Member:



Date: 11-6-17

Scoring Sheet for Evaluation of Requests for Proposals  
FY 2017-2018 Grant Administration and Other Grant Support Services  
RFP 2018-01

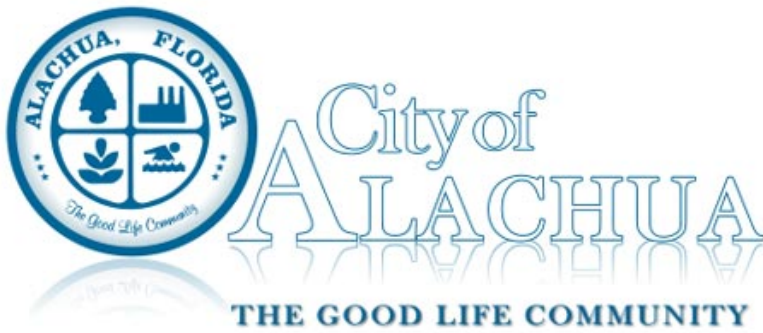
Selection Committee Member #3

Criteria	Factors to Consider	Points Available	Score		
			Firm 1	Firm 2	Notes
1.	Staff administration knowledge of sources of grant funds available to municipal government.	0-20	15	18	
2.	Consultant's years of experience writing and managing grants for local governments in Florida.	0-20	17	19	
3.	Quality of the consultant's proposed approach to administering the grant.	0-20	19	19	
4.	Number of letters of recommendation (dated 2011 or later) for services provided in the Consultant's proposal	0-20	14	19	
5.	Proposed fee and pricing methodology.	0-20	10	19	
6.	<b>Minority Business Enterprise.</b> Award 5 points if the firm is a MBE or WBE. This score is used only in the event of a tie for the highest total ranking.	0-5	5	5	
Total Score:			75	94	
Max of 100 pts			Max of 100 pts		

\* Minority Business Enterprise  
\*\* Women Business Enterprise

Committee Member: Kathryn Winburn  
Date: 11/6/17





## Commission Agenda Item

---

**MEETING DATE:** 11/13/2017

**SUBJECT:** Resolution 18-02: Amending the City of Alachua Fiscal Year 2016-2017 Budget; Recognizing unanticipated revenue in the General Fund in the amount of \$95,804; Increasing General Fund appropriations within the APD-Patrol, Solid Waste and City Attorney budgets by \$95,804; Providing an effective date.

**PREPARED BY:** Robert A. Bonetti, Finance & Administrative Services Director

**RECOMMENDED ACTION:**

Adopt Resolution 18-02.

---

### Summary

Finance and Administrative Services (FAS) performs an end of year review of actual receipts and expenditures for each fund and department as part of its end of year procedures. This review is intended to identify budget and expenditure variances in need of correction. As a result of this review, the FAS Department deems it necessary to appropriate previously unanticipated FY 2016-2017 utility tax revenue received in order to correct several budget category variances. Florida Statutes allows for this type of budget adjustment up to 60 days after the close of the fiscal year.

Listed below is a breakdown of the budget and expenditure variances requiring corrective action:

- 1) The General Fund Solid Waste operating budget reflects an overage in contractual expenses of \$48,433 as a result of storm debris cleanup resulting from the impact of Hurricane Irma;
- 2) The General Fund Patrol and Administration personal services budget experienced a \$5,758 budget deficit resulting from a combination of higher retirement rates, increased health insurance costs and overtime related to Hurricane Irma; and,
- 3) The General Fund City Attorney operating budget (includes outside counsel fees) incurred additional expenses in an amount of \$41,613 as a result of litigation costs related to the Myers Brothers septic treatment and disposal facility.

In order to correct these expense category variances, a resolution amending the City's FY 2016-2017 General Fund Budget is necessary.

FAS recommends the adoption of Resolution 18-02 amending the City's FY 2016-2017 budget and increasing the General Fund budget by recognizing previously unanticipated utility tax revenues in the amount of \$95,804.

---

**FINANCIAL IMPACT:** Yes

**BUDGETED:** No

**AMOUNT:** \$95,804

**FUNDING SOURCE:** General Fund

**ADDITIONAL FINANCIAL INFORMATION:** Adopting Resolution 18-02 and approving the budget amendment would increase the City's FY 2016-2017 General Fund Budget to \$12,667,519 and bring the total FY 2016-2017 City Budget to an amount of \$50,480,480.

FY 2010-2011 City Budget to an amount of \$50,400,400.

---

**ATTACHMENTS:**

Description

- ▣ Resolution 18-02
- ▣ Resolution 18-02 Exhibit A

**RESOLUTION 18-02**

**A RESOLUTION OF THE CITY OF ALACHUA, FLORIDA; AMENDING THE CITY OF ALACHUA FISCAL YEAR 2016-2017 BUDGET; RECOGNIZING UNANTICIPATED REVENUE IN THE GENERAL FUND IN THE AMOUNT OF \$95,804; INCREASING GENERAL FUND APPROPRIATIONS WITHIN THE APD-PATROL, SOLID WASTE AND CITY ATTORNEY BUDGETS BY \$95,804; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission desires to recognize previously unanticipated Utility Tax Revenue received during Fiscal Year 2016-2017 in the amount of \$95,804; and,

**WHEREAS**, the City Commission desires to appropriate these funds to eliminate budget variances within the Fiscal Year 2016-2017 General Fund Budget related to APD-Patrol, Solid Waste disposal and City Attorney litigation budgets in the amount of \$95,804.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ALACHUA, FLORIDA:**

**SECTION 1.** The City of Alachua's Fiscal Year 2016-2017 Budget is amended to increase the total General Fund revenues and expenditures by \$95,804 as set forth in the attached budget amendment attached hereto as Exhibit A.

**SECTION 2.** The Finance and Administrative Services Director is directed to increase the Fiscal Year 2016-2017 General Fund Budget appropriation as set forth in the budget amendment attached hereto as Exhibit A.

**SECTION 3.** That this resolution shall take effect immediately upon its adoption.

**DULY ADOPTED** in regular session, this 13<sup>th</sup> day of November , 2017.

**CITY COMMISSION OF THE  
CITY OF ALACHUA, FLORIDA**

---

Gib Coerper, Mayor

**SEAL**

**ATTEST:**

---

Traci L. Gresham, City Manager/Clerk

**CITY OF ALACHUA**  
**BUDGET AMENDMENT / BUDGET TRANSFER**

CHECK ONE: \_\_\_\_\_ TRANSFER

  X   AMENDMENT

FOR FINANCE USE ONLY	
BA REFERENCE #	_____
BATCH NUMBER	_____
PERIOD/DATE	_____
INITIALS	_____

#	FUND NAME	DEPARTMENT NAME	ACCOUNT NAME	ACCOUNT NUMBER	REVENUES (+/-)	EXPENSES (+/-)
1	General Fund	Non-Departmental	Utility Taxes	001-000.0000-314.0000	95,804.00	
2	General Fund	Solid Waste	Contractual Services	001-534.7640-503.3400		48,433.00
3	General Fund	APD - Patrol	Retirement	001-521.7100-501.2200		5,758.00
4	General Fund	City Attorney	Litigation	001-514.0300-503.3102		41,613.00
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
AMENDMENT/TRANSFER TOTALS					95,804.00	95,804.00
					COMBINED TOTAL	191,608.00

NOTE: TO INCREASE REVENUE OR EXPENSE = POSITIVE NUMBER, TO DECREASE REVENUE OR EXPENSE = NEGATIVE NUMBER.

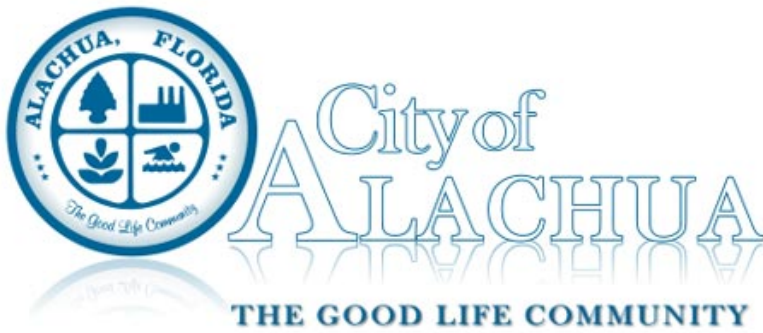
USE WHOLE DOLLARS ONLY.

Purpose: Amend FY 2016-2017 City of Alachua General Fund Budget per Resolution 18-02.

APPROVED BY: \_\_\_\_\_  
FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR DATE

APPROVED BY: \_\_\_\_\_  
CITY MANAGER DATE

EXHIBIT A



## Commission Agenda Item

---

**MEETING DATE:** 11/13/2017

**SUBJECT:** Resolution 18-03 Waiving Fees Related to Site Specific Amendments to the Official Zoning Atlas and Comprehensive Plan Map Amendments

**PREPARED BY:** Kathy Winburn, AICP, Planning & Community Development Director

**RECOMMENDED ACTION:**

Adopt Resolution 18-03.

---

### Summary

On July 24, 2017, the City Commission adopted Resolution 17-19, which extended the fee waiver for voluntary annexation for those applications submitted through February 1, 2018.

In order to further encourage voluntary annexation, staff recommends waiving the fees for Comprehensive Plan Map amendments and Site-Specific Amendments to the Official Zoning Atlas, for those properties annexed into the corporate limits of the City of Alachua under the annexation fee waiver afforded by Resolution 17-19.

Properties annexed into the City of Alachua retain their unincorporated Future Land Use Map and zone district designation until amendments are adopted by the City. No development, redevelopment, or expansion can be initiated until the City adopts an amendment to the Comprehensive Plan and Official Zoning Atlas for the annexed property.

Resolution 18-03 would allow property owners who have annexed property under the annexation fee waiver afforded by Resolution 17-19 to submit an application for a Future Land Use Map amendment and Site-Specific Amendment to the Official Zoning Atlas within 60 days of the annexation of the property, provided that the amendments propose City of Alachua Future Land Use Map and Official Zoning Atlas designations which are comparable to the Alachua County designations applied to the property at the time of annexation.

The fiscal impact to the City would be the costs of the required public notices. Amendments to the Comprehensive Plan Future Land Use Map and Site-Specific amendments to the Official Zoning Atlas can be combined to significantly reduce costs.

---

**FINANCIAL IMPACT:** Yes

**AMOUNT:** \$8,000

**FUNDING SOURCE:** General Fund

**ADDITIONAL FINANCIAL INFORMATION:** There is sufficient budget available within the Planning & Community Development Department to meet the applicable notice requirements.

---

**COMMISSION GOALS:**

Economic Development

**ATTACHMENTS:**

Description

- ▣ Resolution 18-03

**RESOLUTION 18-03**

**A RESOLUTION OF THE CITY OF ALACHUA, FLORIDA, WAIVING THE COMPREHENSIVE PLAN MAP AMENDMENT SMALL SCALE AND LARGE SCALE FEES, AND THE SITE SPECIFIC AMENDMENT TO THE OFFICIAL ZONING ATLAS FEES, FOR PROPERTIES ANNEXED INTO THE CITY OF ALACHUA UNDER RESOLUTION 17-19; WAIVING THE ABOVE REFERENCED FEES FOR LARGE SCALE AND SMALL SCALE COMPREHENSIVE PLAN AMENDMENTS AND SITE SPECIFIC AMENDMENTS TO THE OFFICIAL ZONING ATLAS WHICH CHANGE THE FUTURE LAND USE MAP AND OFFICIAL ZONING ATLAS DESIGNATION FROM A COUNTY DESIGNATION TO A COMPARABLE CITY OF ALACHUA DESIGNATION; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

**WHEREAS**, the City Commission of the City of Alachua adopted Resolution 17-11 on April 24, 2017, waiving the application fee for voluntary annexations for applications submitted from May 1, 2017 through the close of business on August 1, 2017;

**WHEREAS**, the City Commission of the City of Alachua adopted Resolution 17-19 on July 24, 2017, which extended the fee waiver for voluntary annexations for those applications submitted through and including February 1, 2018;

**WHEREAS**, the City finds that it is in the best interest of the public to encourage voluntary annexation by waiving fees for Comprehensive Plan Map Amendments and Site-Specific Amendments to the Official Zoning Atlas for amendments which propose a change to a comparable City of Alachua Designation for those properties annexed into the corporate limits of the City of Alachua under the annexation fee waiver afforded by Resolutions 17-11 and 17-19;

**WHEREAS**, the current application fee for Small Scale and Large Scale Comprehensive Plan Amendments and Site-Specific Amendments to the Official Zoning Atlas, are adopted by Resolution 16-13, and include the cost of public notices, including published and mailed notices, review, and processing which totals \$4,925 for Small Scale Comprehensive Plan Amendments and Amendments to the Official Zoning Atlas for properties less than or equal to 10 acres, and which totals \$6,250 for Large Scale Comprehensive Plan Amendments and Site Specific Amendments to the Official Zoning Atlas for properties of greater than 10 acres; and,

**WHEREAS**, Combined public notices will result in significantly reduced advertising costs.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF ALACHUA, FLORIDA AS FOLLOWS:**

**Section 1. RECITALS**

The above Recitals are true and correct and are incorporated into this resolution by reference.

## **Section 2. FEE WAIVER**

The \$4,925 application fee for Small Scale Comprehensive Plan Amendments and Site-Specific Amendments to the Official Zoning Atlas for properties less than or equal to 10 acres, and the \$6,250 application fee for Large Scale Comprehensive Plan Amendments and Site-Specific Amendments to the Official Zoning Atlas for properties of greater than 10 acres, are hereby waived for properties annexed into the corporate limits of the City of Alachua under the annexation fee waiver afforded by Resolutions 17-11 and 17-19, as set forth in this resolution. The fee waiver shall be applicable to amendments which propose a City of Alachua Future Land Use Map designation and / or Official Zoning Atlas designation which is comparable to the Alachua County Future Land Use Map designation and / or Official Zoning Atlas designation on properties annexed into the corporate limits of the City of Alachua under the annexation fee waiver afforded by Resolutions 17-11 and 17-19.

## **Section 3. DURATION**

The fee waiver for Small Scale and Large Scale Comprehensive Plan Amendments and Site-Specific Amendments to the Official Zoning Atlas for properties that meet the criteria established in Section 2 of this Resolution shall be applicable to amendment applications received by the City within 60 days of the annexation of the property into the corporate limits of the City of Alachua.

## **Section 4. PARTIAL TEMPORARY SUSPENSION OF RESOLUTION 16-13**

That portion of City of Alachua Resolution 16-13, Section 1, which establishes the application fee for Comprehensive Plan Amendments and Site-Specific Amendments to the Official Zoning Atlas, is temporarily suspended for properties that meet the criteria established in Section 2 of this Resolution.

## **Section 5. SEVERABILITY**

It is the declared intent of the City Commission of the City of Alachua that, if any section, sentence, clause, phrase, or provision of this resolution is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this resolution, and the remainder of this resolution after the exclusion of such part or parts shall be deemed to be valid.

## **Section 6. REPEALING CLAUSE**

All resolutions or parts of resolutions in conflict with this Resolution, except as specifically set forth in Section 4 above, are hereby repealed to the extent of the conflict.



**Section 7. EFFECTIVE DATE**

This Resolution shall be effective as of the date of its passage and adoption.

**DULY ADOPTED** in regular session, this 13th day of November 2017.

**CITY COMMISSION OF THE CITY  
OF ALACHUA, FLORIDA**

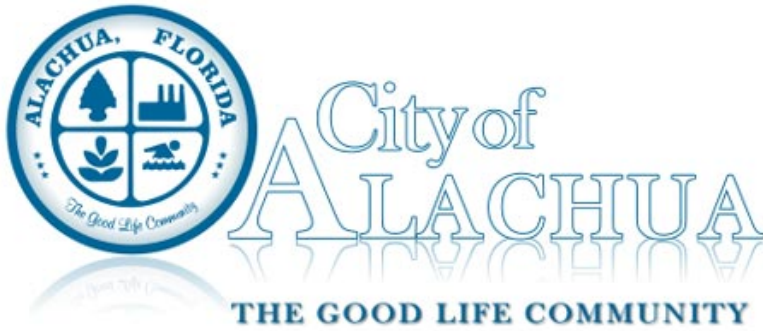
---

**Gib Coerper, Mayor**

**ATTEST:**

---

**Traci L. Gresham, City Manager/Clerk**



## Commission Agenda Item

---

**MEETING DATE:** 11/13/2017

**SUBJECT:** Resolution 18-04 Amending Schedule of Fees for Short Term Rental of City Facilities

**PREPARED BY:** Adam Boukari, Assistant City Manager

**RECOMMENDED ACTION:**

Adopt Resolution 18-04.

---

### Summary

Section 28-8 of the City of Alachua Code of Ordinances requires that the City Commission, by Resolution, establish and amend from time a schedule of fees for the rental of City facilities. The schedule was last amended by Resolution 17-02 on Oct. 24, 2016.

Resolution 18-04 proposes amendment to the fee schedule to primarily reflect the addition of the Legacy Park Multipurpose Center.

---

**FINANCIAL IMPACT:** Yes

**AMOUNT:** Varying

**ADDITIONAL FINANCIAL INFORMATION:**

Impact is determined based on rentals.

---

### **ATTACHMENTS:**

Description

- ▢ Resolution 18-04 Schedule of Fees for Short Term Rental of City Facilities

**RESOLUTION 18-04**

**A RESOLUTION OF THE CITY OF ALACHUA, FLORIDA; AMENDING SCHEDULE OF FEES FOR SHORT TERM RENTAL OF CITY FACILITIES; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Section 28-8 of the City of Alachua Code of Ordinances requires that the City Commission establish by Resolution a Schedule of Fees for the rental of City facilities and amend that schedule from time to time by Resolution; and,

**WHEREAS**, the Short Term Rental Schedule of City facilities was last amended by Resolution 17-02 on October 24, 2016; and,

**WHEREAS**, the construction of the Legacy Park Multipurpose Center was completed in Fiscal Year 2017 and is open for public use; and,

**WHEREAS**, it is necessary for the Schedule of Fees for the rental of City facilities to be amended to reflect the addition of the Legacy Park Multipurpose Center and other related facilities.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ALACHUA COMMISSION OF THE CITY OF ALACHUA, FLORIDA AS FOLLOWS:**

**Section 1. RECITALS**

The above Recitals are true and correct and are incorporated into this resolution by reference.

**Section 2. SHORT TERM RENTAL OF CITY FACILITIES FEE SCHEDULE**

The fee schedule for the short term rental of City Facilities is hereby amended as set forth below:

Facility	Daily* Rate
Application Charge (Non Refundable)	\$25.00
Security Deposit	Half Daily Rental Rate
Swick House Complete Facility (5 Meeting Rooms, Kitchen (No Stove), Covered Porch and Patio)	\$600.00
Swick House Auditorium Seating Capacity 126	\$300.00
Swick House Meeting Room 1 Seating Capacity 45	\$100.00
Swick House Meeting Room 2 Seating Capacity 52	\$150.00

Swick House Meeting Room 4 Seating Capacity 67	\$150.00
Swick House Kitchen (No Stove)	\$50.00
Alan Hitchcock Park (Theater Park)	\$100.00
Cleather Hathcock, Sr. Community Center - (1 Meeting Room, Kitchen (No Stove) and Porch)	\$150.00
Baseball Field (Each)	\$100.00
Hal Brady Recreation Complex (HBRC) Gymnasium (Basketball Goals, Bleachers and Lobby)	\$600.00
HBRC Soccer Field	\$150.00
HBRC Football Field	\$150.00
HBRC Picnic Pavilion	\$100.00
HBRC Softball Field (Each)	\$100.00
HBRC Splash Park	\$100.00
HBRC Outdoor Basketball Courts	\$150.00
HBRC Multipurpose Field	\$150.00
Preacher Copeland Park / Pavilion	\$175.00
<b>Legacy Park Multipurpose Center Rental Fees</b>	
<b>Facility</b>	<b>Rate</b>
Complete Facility	\$2,500/half day (5 hours); \$4,900/full day (10 hours)
Full Gym	\$1,200/half day (5 hours); \$2,300/full day (10 hours)
Sports Court (per court; does not include Championship Court)	\$60/hr 8 a.m. – 4 p.m. Mon.-Fri.; \$80/hr 4 p.m. – 9 p.m. Mon.-Fri.; \$100/hr Sat. & Sun.
Championship Court	\$120/hr 8 a.m. – 4 p.m. Mon.-Fri.; \$160/hr 4 p.m. – 9 p.m. Mon.-Fri.; \$200/hr Sat. & Sun.
Meeting Room 1 (largest)	\$60/hr
Meeting Room 2 (second largest)	\$55/hr
Meeting Room 3 or 4:	\$45/hr
<b>*Definitions:</b>  <b>Day</b> - 8 a.m. – 9p.m.;  <b>Operating Schedule</b> – Sunday through Saturday 8 a.m. – 9 p.m. (including Holidays)	

**Discount** - A discount of 20 percent of daily rental fee, beginning with the second day of any contract for consecutive rental days, shall apply (day one at 100%, consecutive day two forward at 80% of daily fee).

**Security Deposit** – In addition to rental fees for facilities, the applicant is to provide a Security Deposit in the amount equal to half of a daily rental fee.

The deposit is to cover any replacement, repairs, damages or loss suffered by the City to and including extra ordinary cleaning. The applicant is required to pay the full cost of materials labor, replacement, repairs and damages (over and above the deposited funds) regardless of the amount. If damages occur and are less than the deposited amount, the difference will be refunded. Staff will determine proper cleanup. In the event that the City has to terminate an activity for security or non compliance with state or federal law or City ordinances or policies prior to the scheduled time of conclusion, the City will retain all fees and any reasonable part of the Security Deposit.

**Payment with Application** – The application fee, rental fee and security deposit shall be due upon completion and submission of Application. Security Deposit is refunded in whole or part as applicable, in approximately ten (10) to fourteen (14) business days after the event.

**Notice of Cancellation** – Notice of cancellation by City will be given as far in advance as possible and a full refund of all fees and security deposit including Application Fee, will be issued. If applicant cancels, notice must be given to the City at least 30 days prior to event date and rental fees, but not the application fee, will be refunded. If applicant cancels and notice is not given 30 days prior to the event, the City will retain all rental fees, or the prorated portion thereof, unless the facility is rented to another applicant for the same time period at the same charge. The application fee is not refundable.

**Additional Fees** – Rental fees do not include the use of tables, chairs of floor cover at the Legacy Park Multipurpose Center. Reasonable fees may be charged for such use. Additional staffing may be necessary to accommodate rentals and such staff time may be charged at renter's expense. Extra Duty Police Detail may be required and shall be charged at renter's expense.

**City Right** – The City, by and through the City Manager or designee, retains the right to waive fees or alter hours, terms and conditions of rentals as set forth on this schedule. Facility rentals are limited to hours outside of scheduled City activities.

### **Section 3. SEVERABILITY**

It is the declared intent of the City Commission of the City of Alachua that, if any section, sentence, clause, phrase, or provision of this resolution is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this resolution, and the remainder of this resolution after the exclusion of such part or parts shall be deemed to be valid.

### **Section 4. REPEALING CLAUSE**

All resolutions or parts of resolutions in conflict with this Resolution, are hereby repealed to the extent of the conflict.

### **Section 5. EFFECTIVE DATE**

This Resolution shall be effective as of the date of its passage and adoption.

**DULY ADOPTED** in regular session, this 13<sup>th</sup> day of November, 2017.

**CITY COMMISSION OF THE CITY  
OF ALACHUA, FLORIDA**

---

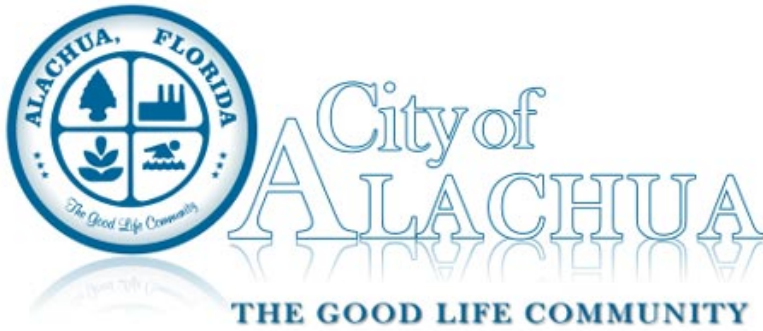
**Gib Coerper, Mayor**

SEAL

**ATTEST:**

---

**Traci L. Gresham, City Manager/Clerk**



## Commission Agenda Item

---

**MEETING DATE:** 11/13/2017

**SUBJECT:** Resolution 18-05 Supporting Local Bill Regarding Stormwater Legislation

**PREPARED BY:** Adam Boukari, Assistant City Manager

**RECOMMENDED ACTION:**

Adopt Resolution 18-05.

---

### Summary

Alachua County has proposed to adopt a stormwater manual to potentially be in effect within municipalities in the county. The City has voiced concerns regarding potential impacts to affordable housing, economic development and duplication of services, among others.

Resolution 18-05 supports the drafting of a local bill by the Florida Legislature to amend Section 403.0891 of the Florida Statutes to prohibit such a manual from being more stringent than best management practices adopted by the Florida Department of Environmental Protection.

---

**FINANCIAL IMPACT:** No

---

**ATTACHMENTS:**

Description

- ☐ Resolution 18-05 Supporting Local Bill Regarding Stormwater Legislation

## RESOLUTION 18-05

**A RESOLUTION OF THE CITY OF ALACHUA, FLORIDA; SUPPORTING A LOCAL BILL AMENDING SECTION 403.0891, FLORIDA STATUTES REQUIRING THAT ALACHUA COUNTY'S STORMWATER MANAGEMENT PLAN AND PROGRAM INCORPORATE THE BEST MANAGEMENT PRACTICES ADOPTED BY THE DEPARTMENT OF ENVIRONMENTAL PROTECTION; SPECIFYING THAT APPLICATIONS FOR DEVELOPMENT APPROVAL WHICH IMPLEMENT THE BEST MANAGEMENT PRACTICES ARE PRESUMED TO BE IN COMPLIANCE WITH CERTAIN LOCAL GOVERNMENT WATER QUALITY STANDARDS; PROHIBITING ALACHUA COUNTY FROM ADOPTING OR ENFORCING MORE STRINGENT WATER QUALITY STANDARDS FOR STORMWATER DISCHARGES TO SURFACE WATERS, WETLANDS OR GROUNDWATER; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Alachua County Board of County Commissioners has proposed to adopt a Stormwater Manual potentially applicable in both the unincorporated portions of the County and the municipalities; and

**WHEREAS**, the County has identified the municipalities within the County as stakeholders in this project; and

**WHEREAS**, the County has asserted authority to implement such an Ordinance pursuant to the authority of Charter Amendment 1 (adopted in 2000); and

**WHEREAS**, regulating the effects of stormwater on Florida's rivers and groundwater is a complex job, requiring scientific expertise and financial resources of state government; and

**WHEREAS**, all communities in Florida benefit from a uniform state-wide approach to environmental regulation; and

**WHEREAS**, The Florida legislature has the authority to draft a bill to amend Section 403.0891, Florida Statutes, prohibiting Alachua County from adopting or enforcing more stringent water quality standards for stormwater discharges than those best management practices adopted by the Florida Department of Environmental Protection; and

**WHEREAS**, Florida maintains a rigorous best management practices program to evaluate and promulgate successful technologies; and

**WHEREAS**, it is in the best interest of the State of Florida and the City of Alachua to avoid duplication of effort, or inconsistencies between state and local regulation by implementing a statewide approach; and

**WHEREAS**, it is in the best interest of the City of Alachua to support the proposed legislation.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ALACHUA COMMISSION OF THE CITY OF ALACHUA, FLORIDA AS FOLLOWS:**



### **Section 1. RECITALS**

The above Recitals are true and correct and are incorporated into this resolution by reference.

### **Section 2. SUPPORT OF STATE LEGISLATION**

The City Commission of the City of Alachua finds and determines its support and approval of the proposed legislation effecting environmental regulation in Alachua County that requires Alachua County's stormwater management plan to incorporate the best practices adopted by the Department of Environmental Protection and prohibits the County from adopting more stringent water quality standards for stormwater.

### **Section 3. SEVERABILITY**

It is the declared intent of the City Commission of the City of Alachua that, if any section, sentence, clause, phrase, or provision of this resolution is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this resolution, and the remainder of this resolution after the exclusion of such part or parts shall be deemed to be valid.

### **Section 4. REPEALING CLAUSE**

All resolutions or parts of resolutions in conflict with this Resolution, are hereby repealed to the extent of the conflict.

### **Section 5. EFFECTIVE DATE**

This Resolution shall be effective as of the date of its passage and adoption.

**DULY ADOPTED** in regular session, this 13<sup>th</sup> day of November, 2017.

**CITY COMMISSION OF THE CITY  
OF ALACHUA, FLORIDA**

---

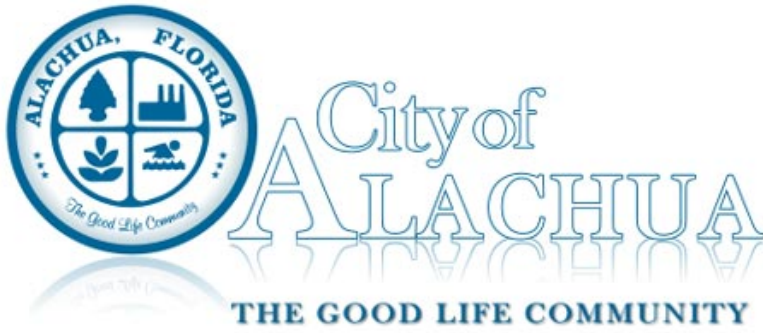
**Gib Coerper, Mayor**

SEAL

**ATTEST:**

---

**Traci L. Gresham, City Manager/Clerk**



## Commission Agenda Item

---

**MEETING DATE:** 11/13/2017

**SUBJECT:** August 28, 2017 City Commission Workshop Minutes

**PREPARED BY:** LeAnne Williams, Assistant Deputy City Clerk

**RECOMMENDED ACTION:**

Approve the minutes.

---

### Summary

City Commission Workshop Minutes for August 28, 2017

---

---

**ATTACHMENTS:**

Description

8.28.17 MINUTES WS

□

# City Commission Workshop Minutes August 28, 2017

---

**Mayor Gib Coerper**  
**Vice Mayor Shirley Green Brown**  
Commissioner Gary Hardacre  
Commissioner Ben Boukari, Jr.  
Commissioner Robert Wilford

**City Manager Traci L. Gresham**  
City Attorney Marian Rush

---

The City Commission will conduct a  
**City Commission Workshop**  
**At 4:30 PM**  
to address the item(s) below.

**Meeting Date:** August 28, 2017

**Meeting Location:** James A. Lewis Commission Chambers, City Hall  
STAFF ATTENDING: Rob Bonetti, Adam Boukari, Alan Henderson, Rodolfo Valladares, Cap Wilson

<b>WORKSHOP MEETING</b>
-------------------------

<b>Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.</b>
---

## **I. CALL TO ORDER**

Led by Mayor Gib Coerper.

## **II. AGENDA ITEM**

- A. Budget Workshop - Proposed FY 2017-2018 Budgets for the Internal Service and Enterprise Funds

Finance and Administrative Services Director Rob Bonetti introduced the item and provided the staff report.

Commissioner Ben Boukari, Jr. asked for clarification regarding the use of Fund Balance. Finance and Administrative Services Director Bonetti provided the clarification.

Commissioner Robert Wilford asked what would happen to the old utility truck. Finance and Administrative Services Director Bonetti stated that the City usually auctions such equipment.

Mayor Coerper asked for an explanation for the SCADA System. Finance and Administrative Services Director Bonetti explained the system.

Mayor Coerper asked about the depth of the radar. Public Services Director Rodolfo Valladares

provided the information.

Commissioner Gary Hardacre asked for clarification regarding the IT budget. Finance and Administrative Services Director Bonetti provided the clarification.

Mayor Coerper asked the commissioners for questions or comments.

Commissioner Wilford asked about decreases in Project Legacy. Finance and Administrative Services Director Bonetti discussed the issue.

Mayor Coerper expressed his appreciation to the staff for being proactive in the budget.

Commissioner Wilford expressed the same sentiment.

Commissioner Boukari asked that the seven FTE's be discussed at the September 11<sup>th</sup> meeting.

City Manager Traci Gresham stated that she could address Commissioner Boukari's concerns before the hearing for the Public's benefit.

### **III. ADJOURN**

Mayor Coerper adjourned the meeting.

ATTEST:

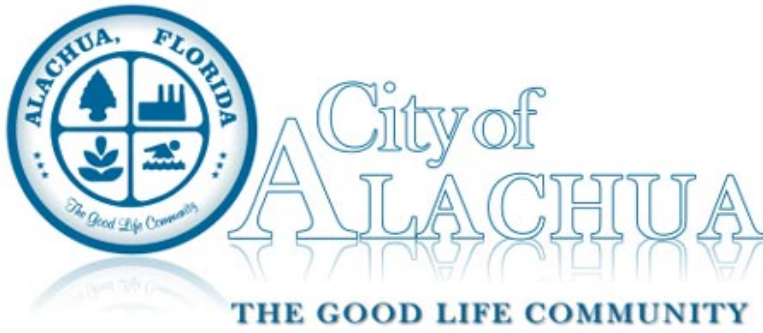
CITY COMMISSION OF THE  
CITY OF ALACHUA, FLORIDA

---

Traci L. Gresham, City Manager/Clerk

---

Gib Coerper, Mayor



## Commission Agenda Item

---

**MEETING DATE:** 11/13/2017

**SUBJECT:** August 28, 2017 City Commission Regular Meeting Minutes

**PREPARED BY:** LeAnne Williams, Assistant Deputy City Clerk

**RECOMMENDED ACTION:**

Approve the minutes.

---

### **Summary**

City Commission Regular Meeting Minutes for August 28, 2017

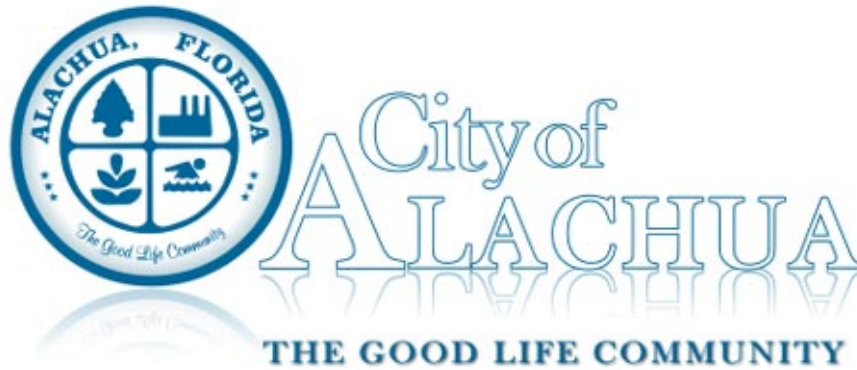
---

---

**ATTACHMENTS:**

Description

8.28.17 Minutes CCM



**Regular City Commission Meeting  
Minutes  
August 28, 2017**

**Mayor Gib Coerper**  
**Vice Mayor Shirley Green Brown**  
Commissioner Gary Hardacre  
Commissioner Ben Boukari, Jr.  
Commissioner Robert Wilford

**City Manager Traci L. Gresham**  
City Attorney Marian Rush

The City Commission will conduct a  
**Regular City Commission Meeting**  
**At 6:00 PM**  
to address the item(s) below.

**Meeting Date:** August 28, 2017

**Meeting Location:** James A. Lewis Commission Chambers, City Hall

CITIZENS PRESENT: Karl Kristoff, Ross Woodbridge STAFF ATTENDING: Rob Bonnetti, Adam Boukari, Alan Henderson, Justin Tabor, Rodolfo Valladares, Kathy Winburn, LeAnne Williams, Cap Wilson, Officer Bennett

**CITY COMMISSION MEETING**

**Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.**

**CALL TO ORDER**

Led by Mayor Gib Coerper.

**INVOCATION**

Led by Pastor Marty Basinger of Calvary Baptist Church.

**PLEDGE TO THE FLAG**

Led by Mayor Coerper.

## **APPROVAL OF THE AGENDA**

**Commissioner Gary Hardacre moved to approve the agenda; seconded by Vice Mayor Shirley Green Brown.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed 5-0 by roll call.**

## **APPROVE READING OF PROPOSED ORDINANCES AND RESOLUTIONS BY TITLE ONLY**

**Commissioner Robert Wilford moved to approve the reading of proposed ordinances and resolutions by title only; seconded by Commissioner Hardacre.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed 5-0 by roll call.**

## **I. SPECIAL PRESENTATIONS**

### **A. Fiscal Analysis Report for the Periods Ended June 30 and July 31, 2017**

Finance and Administrative Services Director Rob Bonetti introduced the item and provided the staff report.

Mayor Coerper asked the commissioners for questions or comments.

There were no comments.

## **II. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA**

Mayor Coerper opened the floor for comments

There were no comments.

**(Please Limit to 3 Minutes.**Any citizen who is unable to speak at this time will have an opportunity to speak at the end of the meeting

## **III. COMMITTEE REPORTS/COMMITTEE APPOINTMENTS/CITY ANNOUNCEMENTS**

### **A. North Central Florida Regional Planning Council (NCFRPC) Report**

Commissioner Wilford provided the report.

## **IV. PUBLIC HEARINGS AND ORDINANCES**

(Presentations, other than the applicant, please limit to **3 Minutes**)

- A. Ordinance 17-11, Second Reading: Site-Specific Amendment to the Official Zoning Atlas - A request by Karl Kristoff, applicant and agent for Khanh Dinh, property owner, for consideration of a Site-Specific Amendment to the Official Zoning Atlas (Rezoning) to amend the Official Zoning Atlas from Residential Single Family - 3 (RSF-3) to Residential Multiple Family - 8 (RMF-8) on a ±1.2 acre subject property. Consisting of Tax Parcel 03131-103-000 (Quasi-Judicial Hearing)

**City Attorney Marian Rush read Ordinance 17-11 by title only.**

Principal Planner Justin Tabor, after being sworn in, introduced the item and provided the staff report.

Mayor Coerper asked the commissioners for questions or comments.

Mayor Coerper asked if staff has received any questions from the public. Principal Planner Tabor stated that staff had not been contacted by the public.

**Commissioner Hardacre moved based upon the competent substantial evidence presented at the hearing, the presentation before the Commission, and Staff's recommendation: Adopt Ordinance 17-11 on second and final reading; seconded by Commissioner Wilford.**

Commissioner Boukari voiced his concern that on the application there are questions under a section titled "Public Comments", but the answers to the questions are not provided. He stated that he would like to see the answers to the questions in the future.

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed 5-0 by roll call.**

- B. Ordinance 17-12, Second Reading; Amending Code Section 38 - Utility Rates Water & Wastewater

**City Attorney Rush read Ordinance 17-12 by title only.**

Public Services Director Rodolfo Valladares introduced the item and made recommendations.

Mayor Coerper asked the commissioners for questions or comments.

Commissioner Wilford asked if we do comparison studies. Public Services Director Valladares affirmed that we do comparison studies.

**Commissioner Boukari moved to adopt Ordinance 17-12 on Second and Final Reading; seconded by Commissioner Wilford.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed 5-0 by roll call.**

**V. AGENDA ITEMS**



A. Resolution 17-22: Florida Job Growth Grant Fund Application

**City Attorney Rush read Resolution 17-22 by title only.**

Assistant City Manager Adam Boukari introduced the item and made recommendations.

Mayor Coerper asked the commissioners for questions or comments.

Commissioner Wilford asked if staff reached out to Senator Perry. Assistant City Manager Boukari stated that staff did reach out, but was unable to make contact.

Commissioner Boukari stated that he is impressed with this plan.

**Vice Mayor Brown moved to adopt Resolution 17-22; seconded by Commissioner Hardacre.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed 5-0 by roll call.**

B. City Manager Evaluation

Assistant City Manager Boukari introduced and presented the evaluation.

Mayor Coerper expressed his approval of City Manager Traci Gresham's job performance.

City Attorney Rush stated that one of City Manager Gresham's strengths is that she serves alongside of the rest of the staff.

Vice Mayor Brown voiced her gratitude for City Manager Gresham.

Commissioner Wilford spoke of City Manager Gresham's ability to delegate.

Commissioner Boukari stated that City Manager Gresham needs to be better compensated.

Commissioner Hardacre thanked City Manager Gresham for her hard work.

**Commissioner Hardacre moved to approve the City Manager's Annual Performance Evaluation; seconded by Vice Mayor Brown.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed 5-0 by roll call.**

**Commissioner Wilford moved to provide a 3% merit increase; seconded by Commissioner Hardacre.**

Discussion ensued regarding the potential salary increase.

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed 5-0 by roll call.**

## **VI. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA**

Mayor Coerper opened the floor for comments.

There were no comments.

(Please Limit to 3 Minutes.Any citizen who did not speak during the Citizen Comments period at the beginning of the meeting may do so at this time.)

## **VII. COMMENTS FROM CITY MANAGER AND CITY ATTORNEY**

There were no comments.

## **VIII.COMMISSION COMMENTS/DISCUSSION**

Commissioner Boukari congratulated City Manager Gresham and the City Staff.

Commissioner Hardacre congratulated City Manager Gresham. He congratulated Commissioner Wilford for receiving the North Central Florida Regional Planning Council (NCFRPC) 2016 / 2017 Certificate of Outstanding Attendance, being the only Council Member to have perfect attendance.

Commissioner Wilford stated that by receiving this award, the City of Alachua has the honor of displaying the North Central Florida Regional Planning Council (NCFRPC) President's Cup, which is for the city that has perfect attendance. He expressed his appreciation to the electrical staff for getting the lights back on in Turkey Creek. He announced that Alachua County League of Cities will be having Ethic's Training on October 5<sup>th</sup>, which the City of Alachua will be hosting.

Vice Mayor Brown congratulated City Manager Gresham. She thanked Pastor Basinger for providing the Invocation.

Mayor Coerper stated that we received a letter requesting support for the Alachua County Fair Grounds Initiative. He asked that we have a motion to waive the rules and authorize a letter of support for the Alachua County Fair Grounds.

**Commissioner Wilford moved to waive the rules; seconded by Commissioner Boukari.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed 5-0 by roll call.**

Commissioner Boukari asked what the letter will be regarding. Mayor Coerper stated that it is a letter of support for the Fair Grounds.

City Manager Gresham stated that the County is applying for a grant from the Florida Agriculture Education and Promotional Facilities Grant, and the County is requesting letters of support from the municipalities.

**Commissioner Boukari moved that the City of Alachua send a letter of support for the proposed Alachua County Fair Grounds; seconded by Vice Mayor Brown.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed 5-0 by roll call.**

Mayor Coerper announced that the Boy Scouts are now selling popcorn. He stated that the Alachua Chamber Meeting is Tuesday, September 5, 2017 at the Alachua Woman's Club at noon and the the Dance Alive people will make a demonstration.

**ADJOURN**

**Commissioner Wilford moved to adjourn; seconded by Commissioner Boukari.**

**Passed by unanimous consent.**

<b>CONSENT AGENDA</b>
-----------------------

**CONSENT AGENDA ITEMS**

- A. July 24, 2017 City Commission Meeting Minutes
- B. July 24, 2017 Budget Workshop Meeting Minutes

ATTEST:

CITY COMMISSION OF THE  
CITY OF ALACHUA, FLORIDA

---

Traci L. Gresham, City Manager/Clerk

---

Gib Coerper, Mayor