

## **Regular City Commission Meeting Agenda January 22, 2018**

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**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

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

**Meeting Date:** January 22, 2018

**Meeting Location:** James A. Lewis Commission Chambers

### **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**

- A.** Duke Energy to Present a Donation to Rebuilding Together
- B.** Fiscal Analysis Report for the Periods Ended October 31 and November 30, 2017

## **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**

- A.** Rural Advisor Nomination to the MTPO

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

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

- A.** Ordinance 18-05, First Reading: Land Development Regulations (LDR) Text Amendment - A request by the City of Alachua to amend the LDRs to coordinate the City's floodplain management regulations with the Florida Building Code; to amend Section 2.4.7, Variance Permits; to amend Section 2.4.15, Certificate of LDR Compliance; to repeal Section 6.9.4, Floodprone Area Standards; to adopt a new Section 6.9.4, Floodprone Area Standards, to adopt flood hazard maps and to designate a floodplain administrator; and to modify Section 10.2, Definitions, to amend, delete, and add definitions related to the regulations established in new Section 6.9.4, Floodprone Area Standards (Legislative Hearing).
- B.** Ordinance 18-06, First Reading: Amending Subpart A, Chapter 4, Alcoholic Beverages, of the City's Code of Ordinances, to provide for the regulation of alcoholic beverages in public right-of-ways as part of a special events and at designated City-owned parks, recreation areas, and properties.
- C.** Ordinance 18-07, First Reading: Land Development Regulations (LDR) Text Amendment - A request by the City of Alachua to amend Section 4.6, Special Events, of the City's LDRs (Legislative Hearing).

## **V. AGENDA ITEMS**

- A.** Assignment and Assumption Agreement - Related to MOU for Reclaimed Water
- B.** Resolution 18-09 Amending the City of Alachua Fiscal Year 2017-2018 Budget; Recognizing Unanticipated Revenue in the Special Revenue Donation Fund in the amount of \$15,000; Increasing the Donation Fund Appropriations Within the Recreation Program by Said Amount; Providing an Effective Date.
- C.** Florida Job Growth Grant Fund
- D.** City Manager Contract Amendment

## **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**

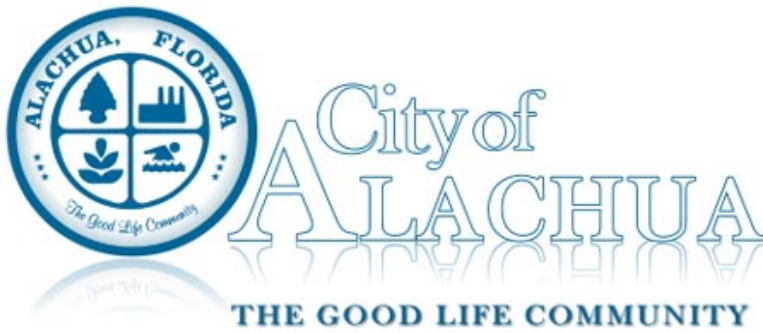
<b>CONSENT AGENDA</b>
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**CONSENT AGENDA ITEMS**

2017 Ford F550 Bucket Truck w/Altec AT48M Telescopic Aerial Device

November 27, 2017 City Commission Meeting Minutes

December 11, 2017 City Commission Meeting Minutes



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** Duke Energy to Present a Donation to Rebuilding Together

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

**RECOMMENDED ACTION:**

Mayor Coerper to assist in the presentation.

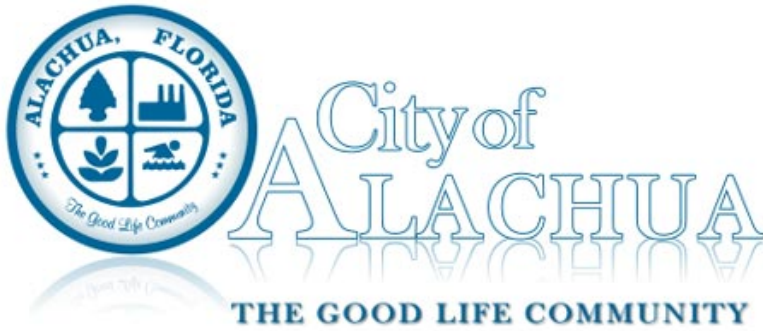
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### Summary

This is a special presentation of a donation from Duke Energy to Rebuilding Together. Dorathy Pernu, representing Duke Energy, and RD Bonner, representing Rebuilding Together are present for the presentation this evening.

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## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** Fiscal Analysis Report for the Periods Ended October 31 and November 30, 2017

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

**RECOMMENDED ACTION:**

Receive the presentation.

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### **Summary**

The Finance and Administrative Services Department periodically prepares fiscal analysis reports for the purpose of conveying the City's general fiscal operating condition to the City Commission and the residents of the City of Alachua.

These reports, where applicable, may identify potential fiscal trends and, if necessary, assist in identifying and evaluating options for any required corrective action.

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**FINANCIAL IMPACT:** No

**BUDGETED:** No

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**ATTACHMENTS:**

Description

- ▢ 2017 11 30 Presentation
- ▢ Fiscal Analysis 20171031
- ▢ Fiscal Analysis 20171130

# CITY OF ALACHUA



## FISCAL ANALYSIS REPORT

FISCAL YEAR 2017/2018  
THROUGH NOVEMBER 30, 2018

JANUARY 22, 2018

## KEY TERMS



- **Fiscal year: period beginning October 1, 2017 and ending September 30, 2018.**
- **Amended budget: budget including all changes since the beginning of the fiscal year.**
- **Period benchmark: percentage of fiscal year that has transpired - 16.7%.**
- **Encumbrances: Funds committed for future expenses.**

## ALL FUNDS SUMMARY



	<b>FY 17/18 AMENDED BUDGET</b>	<b>PERCENT OF TOTAL BUDGET</b>
<b>GENERAL FUND</b>	10,980,354	27.05%
<b>SPECIAL REVENUE FUNDS</b>	1,706,724	4.20%
<b>DEBT SERVICE FUND</b>	1,008,418	2.48%
<b>CAPITAL PROJECTS FUNDS</b>	742,444	1.83%
<b>ENTERPRISE FUNDS</b>	22,412,815	55.22%
<b>INTERNAL SERVICE FUNDS</b>	<u>3,741,466</u>	<u>9.22%</u>
	<b>40,592,221</b>	<b>100.00%</b>

# GENERAL FUND



- **Primary Revenue Source: Taxes**
- **Programs Funded:**
  - **All General Governmental Functions:**
    - **City Commission**
    - **City Manager (City Manager, Human Resources, Special Expense)**
    - **City Attorney**
    - **Deputy City Clerk**
    - **Community Planning & Development (Community Plan./Dev., Building Inspections)**
    - **Compliance & Risk Management**
    - **Finance & Admin. Svcs. (Finance, Grants, Purchasing, Facilities, Information & Tech.)**
    - **Recreation**
    - **Police**
    - **Public Works**
    - **Residential Waste Collection**

# GENERAL FUND



- **Sources of Funding (12%) –**

- Current Revenues: \$ 1.1M (10%)
- Budgeted Balances: \$ 272K ( 2%)

- **Uses of Funding (19%) –**

- Expenses: \$ 1.2M (11%)
- Encumbrances: \$ 924K ( 8%)

# **SPECIAL REVENUE FUNDS**



- **Primary Revenue Source: Intergovernmental Revenue**
- **Programs Funded:**
  - Law Enforcement Training
  - APD Explorers
  - T K Basin
  - Donation
  - Community Redevelopment Agency (CRA)
  - Wild Spaces Public Places
  - Tree Bank

# SPECIAL REVENUE FUNDS



- **Sources of Funding (47%) –**

- Current Revenues: \$ 61K (4%)
- Budgeted Balances: \$ 733K (43%)

- **Uses of Funding (25%) –**

- Expenses: \$ 269K (16%)
- Encumbrances: \$ 160K (9%)



# DEBT SERVICE FUND



- **Primary Revenue Source: Inter-fund Transfers**
- **Programs Funded:**
  - Section 108 Debt Payments
  - Series 2016 Debt Payments
  - APD 2016 Capital Lease
  - ACBoCC TDC

# DEBT SERVICE FUND



- **Sources of Funding (5%) –**

- Current Revenues: \$ ----- (0%)
- Budgeted Balances: \$ 49K (5%)

- **Uses of Funding (89%) –**

- Expenses: \$ 425K (42%)
- Encumbrances: \$ ----- ( 0%)

# CAPITAL PROJECTS FUNDS



- **Primary Revenue Source: Intergovernmental Revenue**
- **Programs Funded:**
  - Heritage Oaks
  - San Felasco
  - Project Legacy
  - Municipal Complex
  - CDBG – Neighborhood Revitalization
  - Mill Creek Sink

# CAPITAL PROJECTS FUNDS



- **Sources of Funding (6%) –**

- Current Revenues: \$ ----- ( 0%)
- Budgeted Balances: \$ 42K ( 6%)

- **Uses of Funding (5%) –**

- Expenses: \$ 11K ( 2%)
- Encumbrances: \$ 23K ( 3%)

# ENTERPRISE FUNDS



- **Primary Revenue Source: Charges for Services**
- **Programs Funded:**
  - **Electric**
  - **Water**
  - **Waste Water**
  - **Mosquito**

# ENTERPRISE FUNDS



- **Sources of Funding (34%) –**

- Current Revenues: \$ 3.4M (15%)
- Budgeted Balances: \$ 4.2M (19%)

- **Uses of Funding (7%) –**

- Expenses: \$ 1.3M ( 6%)
- Encumbrances: \$ 330K ( 1%)

# INTERNAL SERVICE FUNDS



- **Primary Revenue Source: Charges for Services**
  
- **Programs Funded:**
  - **Utility Administration**
  - **Utility Billing**
  - **Utility Operations**
  - **Information & Technology**
  - **Warehouse Operations**
  - **Water Distribution/Collection**
  - **Compliance and Risk**
  - **Public Services Operations Center**

# INTERNAL SERVICE FUNDS



- **Sources of Funding (34%) –**

- Current Revenues: \$ 1K ( 0%)
- Balances: \$ 1.3M (34%)

- **Uses of Funding (30%) –**

- Expenses: \$ 821K (22%)
- Encumbrances: \$ 301K ( 8%)



# ALL FUNDS SUMMARY



- **Amended FY 17/18 Budget = \$ 40,592,221**
  
- **Sources of Funding (27%) –**
  - Current Revenues: \$ 4.5M (11%)
  - Budgeted Balances: \$ 6.6M (16%)
  
- **Uses of Funding (85%) –**
  - Expenses: \$ 4.0M (10%)
  - Encumbrances: \$ 1.7M ( 4%)

## INVESTMENTS / CASH HOLDINGS



- **Investment portfolio total = \$ 1,551,509.64**
  - State Board of Administration (SBA) = \$ 1.0M
  - Money Market Account = \$ 509K
  - Certificate of Deposit = \$ 30K
  
- **Cash holdings total = \$ 18,980,071.97**
  - Operating Account = \$ 15.8M
  - CRA Account = \$ 444K
  - Customer Deposit Accounts = \$ 1.7M
  - Series 2016 Repayment Account = \$ 1K
  - Section 108 Account = \$ 29K
  - SRF Money Market account = \$ 32K
  - Heritage Oaks Account = \$ 229K
  - Series 2016 Projects = \$ 717K
  - Other Accounts = \$ 27K

# CONCLUSION



- **FY 18: Beginning as anticipated**
- **Bulk of tax revenue Dec - Feb**
- **Audit On-Track / On-Going**



City of  
**ALACHUA**

THE GOOD LIFE COMMUNITY

**FINANCE DEPARTMENT  
FISCAL ANALYSIS  
FOR THE PERIOD ENDING  
OCTOBER 31, 2017**

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## INTRODUCTION TO FISCAL ANALYSIS REPORT

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### **Purpose**

The fiscal analysis report is used to report the operating condition of the City, and where applicable, identify potential trends and, if necessary, recommends options for corrective action. The report first looks at all City Funds, and then looks at the major fund types (General Fund, Enterprise Funds, etc.). This report is merely a snapshot that fairly represents the City's financial position at a given point in time. While materially accurate, these are unaudited figures.

### **Defining Revenue**

Revenues are the financial resources available to the City. The City of Alachua has variety of revenue sources. These revenue sources include taxes, permits and fees, charges for services, fines and forfeitures, grants, and other miscellaneous revenues.

### **Defining Expenditure**

Expenditures constitute a use of financial resources. There are three basic types of expenditures: operating, capital and debt. Operating expenditures include the day-to-day expenses such as salaries, supplies, utilities, and equipment purchases. Capital expenditures include construction of roads, parks, buildings and the purchase of land.

Debt is the expense related to principal and interest on long-term bonds and notes issued by the City. Expenditures figures within this report include encumbrances. Encumbrances are expenditure commitments that have not yet been actually incurred.

### **Defining Expenditure Function**

Expenditure functions are expenditure classifications according to the principal purposes for which expenditures are made. Examples are general government, public safety, economic environment, physical environment, transportation, and culture/recreation.

### **Defining Fund Balance**

Fund balances are the funds carried over from the previous fiscal year. The City has a variety of uses for fund balance including reserve for future capital projects, for emergencies and catastrophes, for certain bond issues, and for other contingencies and expenditures.

### **Conclusion**

The report gives a more comprehensive view by fund type of the financial operations of the City. The Finance Department welcomes any feedback you may have.

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
**FOR THE PERIOD ENDING OCTOBER 31, 2017**

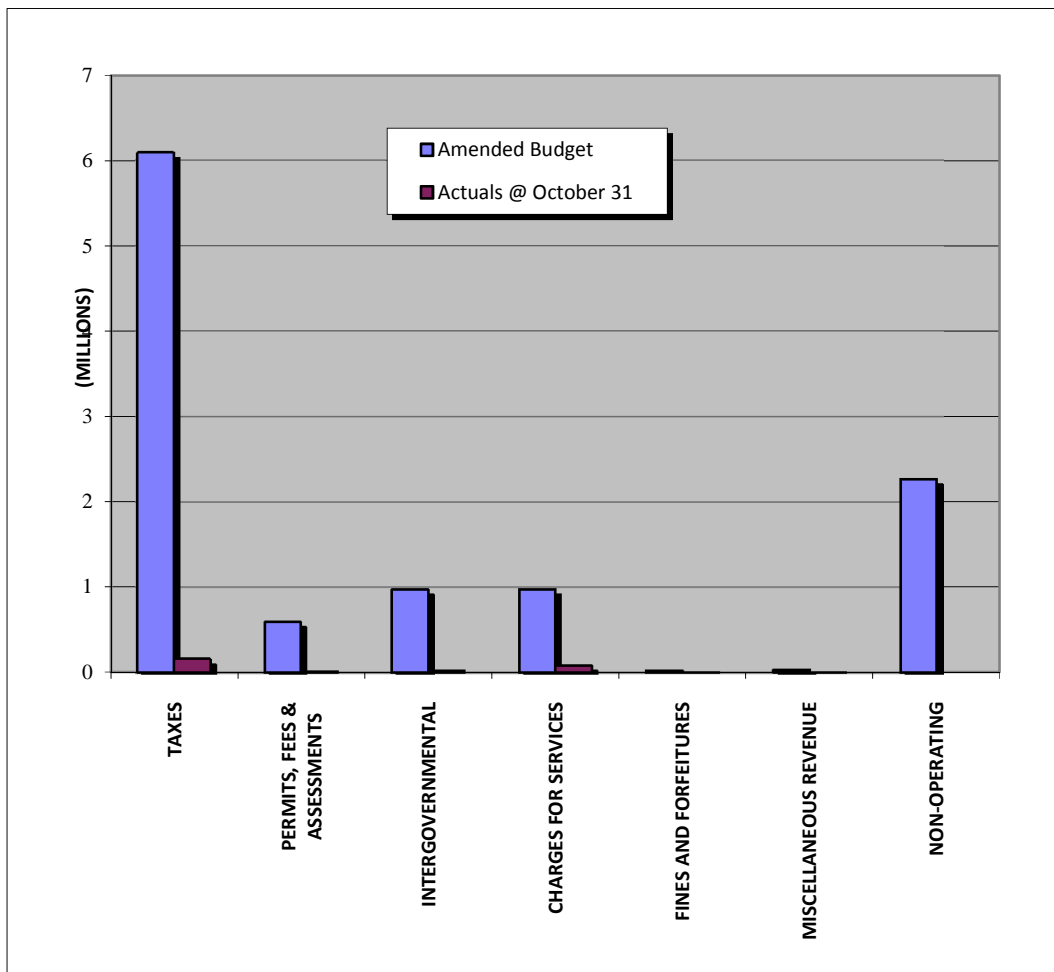
**GENERAL FUND**

**FUND 001 - GENERAL FUND:** The General Fund is the general operating fund for the Alachua City Commission. This fund is used to account for all financial resources, except those required to be accounted for separately. These resources provide funding for programs such as Fire Services, Recreation Services, General Government Administration, Capital Improvement Projects, Law Enforcement and Planning Services to all residents of the City of Alachua.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	6,093,089	6,093,089	162,118	3%
PERMITS, FEES & ASSESSMENTS	595,700	595,700	17,054	3%
INTERGOVERNMENTAL	974,961	974,961	23,522	2%
CHARGES FOR SERVICES	977,364	977,364	83,842	9%
FINES AND FORFEITURES	27,000	27,000	847	3%
MISCELLANEOUS REVENUE	40,550	40,550	3,240	8%
NON-OPERATING	2,271,690	2,271,690	0	0%
	<u>10,980,354</u>	<u>10,980,354</u>	<u>290,623</u>	<u>3%</u>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	5,066,730	5,066,730	408,251	8%
PUBLIC SAFETY	3,402,081	3,402,081	269,271	8%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	668,300	668,300	656,952	98%
TRANSPORTATION	967,090	967,090	65,703	7%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	876,153	876,153	75,527	9%
	<u>10,980,354</u>	<u>10,980,354</u>	<u>1,475,704</u>	<u>13%</u>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	5,940,542	5,940,542	435,374	7%
OPERATING EXPENDITURES	2,700,930	2,701,930	1,040,330	39%
CAPITAL OUTLAY	1,020,202	1,019,202	0	0%
DEBT SERVICE	0	0	0	0%
GRANTS & AIDS	43,625	43,625	0	0%
NON-OPERATING	1,275,055	1,275,055	0	0%
POWER COSTS	0	0	0	0%
	<u>10,980,354</u>	<u>10,980,354</u>	<u>1,475,704</u>	<u>13%</u>

### Revenues by Major Category General Fund

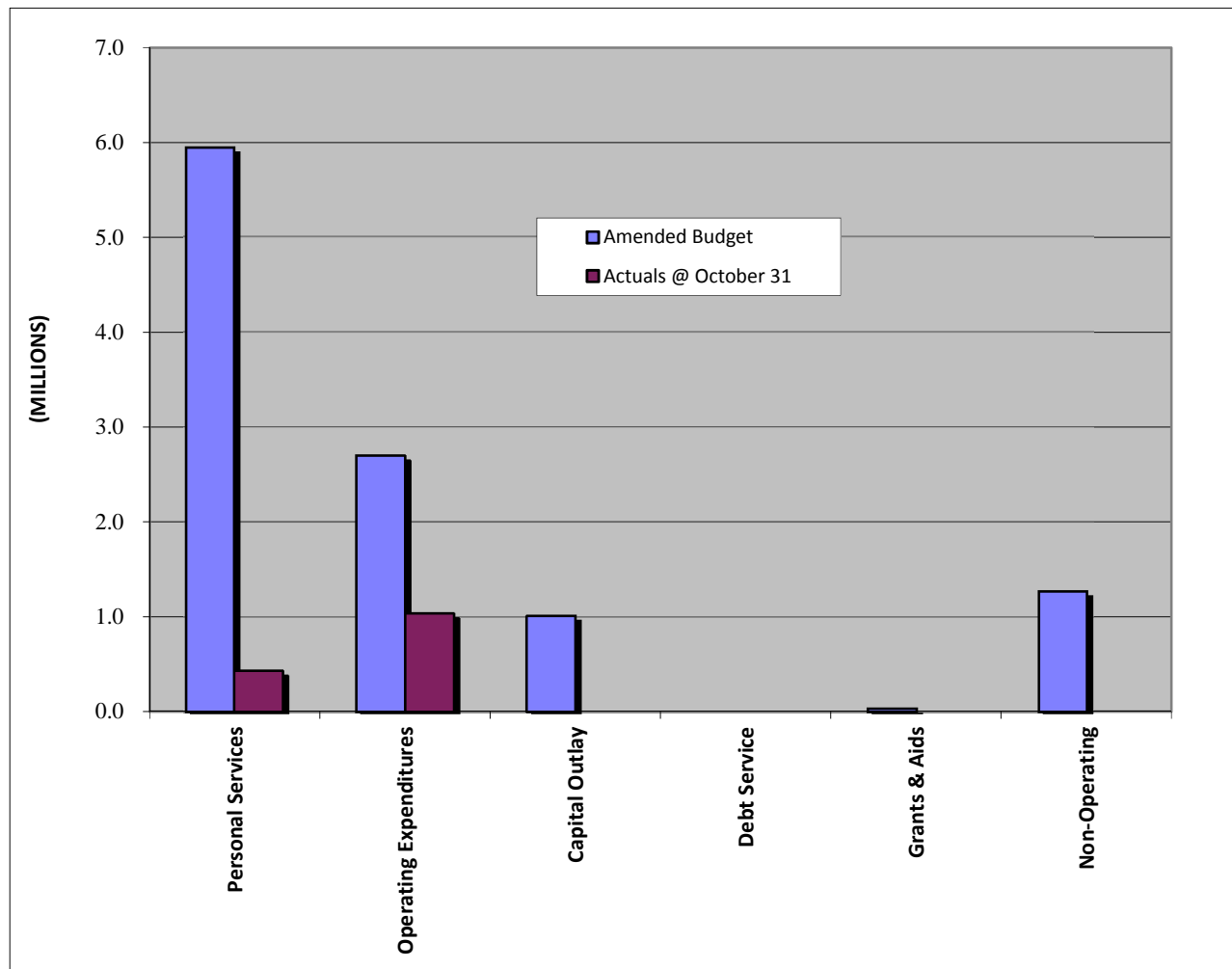
As of October 31, 2017, the City of Alachua collected 3% of budgeted General Fund revenues. Tax collections are at 3%. These revenues include property taxes, local option fuel taxes, utility taxes, and communication services taxes and account for \$6.1M, or over half, of the General Fund annual budgeted revenues. Permits, Fees & Assessments are at 3%. The Intergovernmental Revenues are at 2%. Charges for Services are at 9%, Fines & Forfeitures are at 3%, Miscellaneous Revenues are at 8% and Non-Operating Revenues are at 0%.





### Expenditures by Major Category General Fund

Overall, General Fund expenditure categories were at 13%. Personal Services are at 7% with Operating Expenditures at 39%. The Capital Outlay category is at 0%, Grants & Aids are 0% and Non-Operating expenditures are at 0%. Encumbrances for legal and residential waste collection account for 53% of the expense line total (aprox. \$787K).



CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING OCTOBER 31, 2017

GENERAL FUND REVENUES

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	YEAR TO DATE FY 17/18	PERCENT COLLECTED
<b><u>TAXES</u></b>				
AD VALOREM TAXES	4,065,604	4,065,604	0	0%
LOCAL OPTION FUEL TAXES	253,152	253,152	0	0%
UTILITY SERVICES TAXES	1,400,000	1,400,000	112,973	8%
COMMUNICATIONS SERVICES TAXES	326,333	326,333	0	0%
LOCAL BUSINESS TAXES	48,000	48,000	49,145	102%
<b>SUBTOTAL</b>	<b>6,093,089</b>	<b>6,093,089</b>	<b>162,118</b>	<b>3%</b>
<b><u>PERMITS, FEES AND ASSESSMENTS</u></b>				
BUILDING PERMITS	295,700	295,700	17,054	6%
FRANCHISE FEES	300,000	300,000	0	0%
<b>SUBTOTAL</b>	<b>595,700</b>	<b>595,700</b>	<b>17,054</b>	<b>3%</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
STATE-SHARED REVENUES	974,961	974,961	23,522	2%
GRANTS	0	0	0	0%
<b>SUBTOTAL</b>	<b>974,961</b>	<b>974,961</b>	<b>23,522</b>	<b>2%</b>
<b><u>CHARGES FOR SERVICES</u></b>				
GENERAL GOVERNMENT	70,275	70,275	8,974	13%
PUBLIC SAFETY	86,729	86,729	8,633	10%
PHYSICAL ENVIRONMENT	792,360	792,360	65,735	8%
TRANSPORTATION	0	0	0	0%
CULTURE & RECREATION	28,000	28,000	500	2%
OTHER CHARGES FOR SVCS	0	0	0	0%
<b>SUBTOTAL</b>	<b>977,364</b>	<b>977,364</b>	<b>83,842</b>	<b>9%</b>
<b><u>FINES &amp; FORFEITURES</u></b>				
FINES & FORFEITURES	27,000	27,000	847	3%
OTHER FINES & FORFEITURES	0	0	0	0%
<b>SUBTOTAL</b>	<b>27,000</b>	<b>27,000</b>	<b>847</b>	<b>3%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST EARNINGS	7,250	7,250	1,920	26%
RENTS & ROYALTIES	100	100	0	0%
OTHER MISCELLANEOUS REVENUE	33,200	33,200	1,320	4%
<b>SUBTOTAL</b>	<b>40,550</b>	<b>40,550</b>	<b>3,240</b>	<b>8%</b>
<b><u>NON OPERATING</u></b>				
CONTRIBUTIONS FROM ENTERPRISE	2,000,000	2,000,000	0	0%
FUND BALANCE & UNDER COLLECTION	271,690	271,690	0	0%
<b>SUBTOTAL</b>	<b>2,271,690</b>	<b>2,271,690</b>	<b>0</b>	<b>0%</b>
<b>GENERAL FUND</b>	<b>10,980,354</b>	<b>10,980,354</b>	<b>290,623</b>	<b>3%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING OCTOBER 31, 2017

GENERAL FUND EXPENDITURES  
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>CITY COMMISSION</u></b>						
PERSONAL SERVICES	110,070	8,636	8%	0	0%	8%
OPERATING EXPENDITURES	32,377	3,249	10%	0	0%	10%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>142,447</b>	<b>11,885</b>	<b>8%</b>	<b>0</b>	<b>0%</b>	<b>8%</b>
<b><u>CITY MANAGER'S OFFICE</u></b>						
PERSONAL SERVICES	531,943	34,242	6%	0	0%	6%
OPERATING EXPENDITURES	33,453	3,079	9%	0	0%	9%
CAPITAL OUTLAY	2,000	0	0%	0	0%	0%
GRANTS & AIDS	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>567,396</b>	<b>37,321</b>	<b>7%</b>	<b>0</b>	<b>0%</b>	<b>7%</b>
<b><u>DEPUTY CITY CLERK</u></b>						
PERSONAL SERVICES	137,840	10,794	8%	0	0%	8%
OPERATING EXPENDITURES	38,521	8,358	22%	0	0%	22%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>176,361</b>	<b>19,152</b>	<b>11%</b>	<b>0</b>	<b>0%</b>	<b>11%</b>
<b><u>CITY ATTORNEY</u></b>						
OPERATING EXPENDITURES	182,194	0	0%	129,844	71%	71%
<b>TOTAL EXPENDITURES</b>	<b>182,194</b>	<b>0</b>	<b>0%</b>	<b>129,844</b>	<b>71%</b>	<b>71%</b>
<b><u>INFORMATION &amp; TECHNOLOGY SERVICES</u></b>						
PERSONAL SERVICES	141,031	10,878	8%	0	0%	8%
OPERATING EXPENDITURES	55,771	4,321	8%	0	0%	8%
CAPITAL OUTLAY	150,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>346,802</b>	<b>15,199</b>	<b>4%</b>	<b>0</b>	<b>0%</b>	<b>4%</b>
<b><u>FINANCE</u></b>						
PERSONAL SERVICES	430,458	27,976	6%	0	0%	6%
OPERATING EXPENDITURES	74,782	811	1%	30,750	41%	42%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>505,240</b>	<b>28,787</b>	<b>6%</b>	<b>30,750</b>	<b>6%</b>	<b>12%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING OCTOBER 31, 2017

GENERAL FUND EXPENDITURES  
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>HUMAN RESOURCES</u></b>						
PERSONAL SERVICES	139,029	10,495	8%	0	0%	8%
OPERATING EXPENDITURES	43,821	869	2%	5,400	12%	14%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>182,850</b>	<b>11,364</b>	<b>6%</b>	<b>5,400</b>	<b>3%</b>	<b>9%</b>
<b><u>FACILITIES MAINTENANCE</u></b>						
PERSONAL SERVICES	360,910	25,952	7%	0	0%	7%
OPERATING EXPENDITURES	146,797	10,347	7%	12,750	9%	16%
CAPITAL OUTLAY	12,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>519,707</b>	<b>36,299</b>	<b>7%</b>	<b>12,750</b>	<b>2%</b>	<b>9%</b>
<b><u>GRANTS &amp; CONTRACTS</u></b>						
PERSONAL SERVICES	64,444	25	0%	0	0%	0%
OPERATING EXPENDITURES	5,999	385	6%	0	0%	6%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>70,443</b>	<b>410</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>1%</b>
<b><u>CP&amp;D-PLANNING &amp; DEVELOPMENT</u></b>						
PERSONAL SERVICES	335,073	25,335	8%	0	0%	8%
OPERATING EXPENDITURES	90,372	1,881	2%	0	0%	2%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>425,445</b>	<b>27,216</b>	<b>6%</b>	<b>0</b>	<b>0%</b>	<b>6%</b>
<b><u>COMPLIANCE &amp; RISK MANAGEMENT</u></b>						
PERSONAL SERVICES	356,246	22,844	6%	0	0%	6%
OPERATING EXPENDITURES	53,545	734	1%	0	0%	1%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>409,791</b>	<b>23,578</b>	<b>6%</b>	<b>0</b>	<b>0%</b>	<b>6%</b>
<b><u>CP&amp;D-BEAUTIFICATION BOARD</u></b>						
OPERATING EXPENDITURES	20,000	560	3%	6,160	31%	34%
<b>TOTAL EXPENDITURES</b>	<b>20,000</b>	<b>560</b>	<b>3%</b>	<b>6,160</b>	<b>31%</b>	<b>34%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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GENERAL FUND EXPENDITURES  
BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>SPECIAL EXPENSE</u></b>						
PERSONAL SERVICES	11,400	0	0%	0	0%	0%
OPERATING EXPENDITURES	107,974	10,326	10%	1,250	1%	11%
CAPITAL OUTLAY	80,000	0	0%	0	0%	0%
GRANTS & AIDS	43,625	0	0%	0	0%	0%
NON-OPERATING	1,275,055	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>1,518,054</b>	<b>10,326</b>	<b>1%</b>	<b>1,250</b>	<b>0%</b>	<b>1%</b>
<b><u>PS-SOLID WASTE DISPOSAL</u></b>						
OPERATING EXPENDITURES	668,300	0	0%	656,952	98%	98%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>668,300</b>	<b>0</b>	<b>0%</b>	<b>656,952</b>	<b>98%</b>	<b>98%</b>
<b><u>PS-PUBLIC WORKS</u></b>						
PERSONAL SERVICES	388,941	31,015	8%	0	0%	8%
OPERATING EXPENDITURES	236,249	17,938	8%	16,750	7%	15%
CAPITAL OUTLAY	341,900	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>967,090</b>	<b>48,953</b>	<b>5%</b>	<b>16,750</b>	<b>2%</b>	<b>7%</b>
<b><u>FIRE RESCUE SERVICES</u></b>						
OPERATING EXPENDITURES	10,858	214	2%	0	0%	2%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>10,858</b>	<b>214</b>	<b>2%</b>	<b>0</b>	<b>0%</b>	<b>2%</b>
<b><u>BUILDING INSPECTIONS</u></b>						
PERSONAL SERVICES	164,803	12,449	8%	0	0%	8%
OPERATING EXPENDITURES	31,499	940	3%	0	0%	3%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>196,302</b>	<b>13,389</b>	<b>7%</b>	<b>0</b>	<b>0%</b>	<b>7%</b>
<b><u>APD-PATROL &amp; ADMIN</u></b>						
PERSONAL SERVICES	2,067,886	165,680	8%	0	0%	8%
OPERATING EXPENDITURES	379,740	24,972	7%	39,807	10%	17%
CAPITAL OUTLAY	129,400	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>2,577,026</b>	<b>190,652</b>	<b>7%</b>	<b>39,807</b>	<b>2%</b>	<b>9%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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GENERAL FUND EXPENDITURES  
BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>APD-COMMUNICATIONS</u></b>						
PERSONAL SERVICES	378,156	23,509	6%	0	0%	6%
OPERATING EXPENDITURES	19,248	758	4%	0	0%	4%
CAPITAL OUTLAY	191,902	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>589,306</b>	<b>24,267</b>	<b>4%</b>	<b>0</b>	<b>0%</b>	<b>4%</b>
<b><u>APD-SCHOOL CROSSING GUARDS</u></b>						
OPERATING EXPENDITURES	23,589	942	4%	0	0%	4%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>23,589</b>	<b>942</b>	<b>4%</b>	<b>0</b>	<b>0%</b>	<b>4%</b>
<b><u>APD-EXPLORERS PROGRAM</u></b>						
OPERATING EXPENDITURES	2,000	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>2,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>APD-RESERVE PROGRAM</u></b>						
OPERATING EXPENDITURES	3,000	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>3,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>PARKS &amp; RECREATION</u></b>						
PERSONAL SERVICES	322,312	25,544	8%	0	0%	8%
OPERATING EXPENDITURES	441,841	17,321	4%	32,662	7%	11%
CAPITAL OUTLAY	112,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>876,153</b>	<b>42,865</b>	<b>5%</b>	<b>32,662</b>	<b>4%</b>	<b>9%</b>
 <b>GENERAL FUND</b>	 <b>10,980,354</b>	 <b>543,379</b>	 <b>5%</b>	 <b>932,325</b>	 <b>8%</b>	 <b>13%</b>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
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**SPECIAL REVENUE FUNDS**

**FUND VARIOUS - SPECIAL REVENUE FUNDS:** Special Revenue Funds are used to account for the proceeds of specific revenue sources that are designated for specified purposes or are restricted in use.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	504,000	504,000	0	0%
PERMITS, FEES & ASSESSMENTS	10,600	10,600	6	0%
INTERGOVERNMENTAL REVENUE	271,105	271,105	0	0%
CHARGES FOR SERVICES	2,700	2,700	118	4%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	7,200	7,200	1,361	19%
NON-OPERATING	911,119	911,119	0	0%
	<u>1,706,724</u>	<u>1,706,724</u>	<u>1,485</u>	<u>0%</u>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	30,523	30,523	0	0%
PUBLIC SAFETY	11,828	11,828	0	0%
ECONOMIC ENVIRONMENT	779,721	779,721	161,420	21%
PHYSICAL ENVIRONMENT	23,663	23,663	3,600	15%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	860,989	860,989	186,634	22%
	<u>1,706,724</u>	<u>1,706,724</u>	<u>351,654</u>	<u>21%</u>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	78,492	78,492	5,954	8%
OPERATING EXPENDITURES	392,952	392,952	96,371	25%
CAPITAL OUTLAY	1,096,000	1,096,000	249,329	23%
DEBT SERVICE	99,280	99,280	0	0%
GRANTS & AIDS	30,000	30,000	0	0%
NON-OPERATING	10,000	10,000	0	0%
	<u>1,706,724</u>	<u>1,706,724</u>	<u>351,654</u>	<u>21%</u>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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SPECIAL REVENUE FUNDS REVENUE

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	RECEIVED TO DATE FY 17/18	PERCENT COLLECTED
<b><u>TAXES</u></b>				
DISCRETIONARY SALES SURTAX	504,000	504,000	0	0%
<b>SUBTOTAL</b>	<b>504,000</b>	<b>504,000</b>	<b>0</b>	<b>0%</b>
<b><u>PERMITS, FEES AND ASSESSMENTS</u></b>				
SPECIAL ASSESSMENTS	10,600	10,600	6	0%
<b>SUBTOTAL</b>	<b>10,600</b>	<b>10,600</b>	<b>6</b>	<b>0%</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
FEDERAL GRANTS	0	0	0	0%
STATE GRANTS	0	0	0	0%
GRANTS FROM OTHER LOCAL UNITS	0	0	0	0%
PAYMENTS FROM LOCAL UNITS (FOR CRA)	271,105	271,105	0	0%
<b>SUBTOTAL</b>	<b>271,105</b>	<b>271,105</b>	<b>0</b>	<b>0%</b>
<b><u>CHARGES FOR SERVICES</u></b>				
ADDT'L CRT COSTS-\$2 FOR LEO TRAINING	2,700	2,700	118	4%
OTHER MISCELLANEOUS CHARGES	0	0	0	0%
<b>SUBTOTAL</b>	<b>2,700</b>	<b>2,700</b>	<b>118</b>	<b>4%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST INCOME	200	200	186	93%
RENTALS AND LEASES	7,000	7,000	875	13%
CONTRIBUTIONS AND DONATIONS	0	0	300	NA+
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
<b>SUBTOTAL</b>	<b>7,200</b>	<b>7,200</b>	<b>1,361</b>	<b>19%</b>
<b><u>NON OPERATING</u></b>				
DEBT PROCEEDS	0	0	0	0%
TRANSFER IN	178,079	178,079	0	0%
USE OF FUND BALANCE/UNDERCOLLECTION	733,040	733,040	0	0%
<b>SUBTOTAL</b>	<b>911,119</b>	<b>911,119</b>	<b>0</b>	<b>0%</b>
<b>SPECIAL REVENUE FUNDS</b>	<b>1,706,724</b>	<b>1,706,724</b>	<b>1,485</b>	<b>0%</b>



CITY OF ALACHUA  
FINANCE DEPARTMENT ANALYSIS  
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SPECIAL REVENUE FUNDS EXPENDITURES  
BY MAJOR CATEGORY

SPECIAL REVENUE FUND	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>ADD'L COURT COST-\$2 FOR LEO TRAINING FUND</u></b>						
OPERATING EXPENDITURES	3,600	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>3,600</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>WILD SPACES PUBLIC PLACES FUND</u></b>						
OPERATING EXPENDITURES	0	602	NA-	0	0%	NA-
CAPITAL OUTLAY	822,000	0	0%	185,532	23%	23%
<b>TOTAL EXPENDITURES</b>	<b>822,000</b>	<b>602</b>	<b>0%</b>	<b>185,532</b>	<b>23%</b>	<b>23%</b>
<b><u>EXPLORER SPECIAL REVENUE FUND</u></b>						
OPERATING EXPENDITURES	7,309	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>7,309</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>TREE BANK FUND</u></b>						
OPERATING EXPENDITURES	30,523	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>30,523</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>TK BASIN SPECIAL ASSESSMENT</u></b>						
OPERATING EXPENDITURES	23,663	0	0%	3,600	15%	15%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>23,663</b>	<b>0</b>	<b>0%</b>	<b>3,600</b>	<b>15%</b>	<b>15%</b>
<b><u>DONATION FUND</u></b>						
OPERATING EXPENDITURES	39,908	500	1%	0	0%	1%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>39,908</b>	<b>500</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>1%</b>
<b><u>CRA FUND</u></b>						
PERSONAL SERVICES	78,492	5,954	8%	0	0%	8%
OPERATING EXPENDITURES	287,949	5,872	2%	85,797	30%	32%
CAPITAL OUTLAY	274,000	15,025	5%	48,772	18%	23%
DEBT SERVICE	99,280	0	0%	0	0%	0%
AIDS TO PRIVATE ORGANIZATIONS	30,000	0	0%	0	0%	0%
NON OPERATING	10,000	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>779,721</b>	<b>26,851</b>	<b>3%</b>	<b>134,569</b>	<b>17%</b>	<b>21%</b>
<b>SPECIAL REVENUE FUNDS</b>	<b>1,706,724</b>	<b>27,953</b>	<b>2%</b>	<b>323,701</b>	<b>19%</b>	<b>21%</b>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
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**DEBT SERVICE FUND**

**FUND 070 - DEBT SERVICE FUND:** The Debt Service Fund is used to account for the accumulation of resources for, and the payment of the City's general long-term debt, interest, and other related debt service charges. Debt obligations related to the Enterprise funds are accounted for in those specific funds.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL	0	0	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	100	100	1	1%
NON-OPERATING	1,008,318	1,008,318	0	0%
	<u>1,008,418</u>	<u>1,008,418</u>	<u>1</u>	<u>0%</u>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	1,008,418	1,008,418	424,506	42%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	0	0	0	0%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	<u>1,008,418</u>	<u>1,008,418</u>	<u>424,506</u>	<u>42%</u>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	0	0	0	0%
OPERATING EXPENDITURES	0	0	0	0%
CAPITAL OUTLAY	0	0	0	0%
DEBT SERVICE	1,008,418	1,008,418	424,506	42%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	0	0	0	0%
POWER COSTS	0	0	0	0%
	<u>1,008,418</u>	<u>1,008,418</u>	<u>424,506</u>	<u>42%</u>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
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**DEBT SERVICE FUND REVENUES**

<b>REVENUE SOURCE</b>	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT COLLECTED</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST EARNINGS	100	100	1	1%
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
<b>SUBTOTAL</b>	<b>100</b>	<b>100</b>	<b>1</b>	<b>1%</b>
<b><u>NON OPERATING</u></b>				
CONTRIBUTIONS FROM ENTERPRISE	62,597	62,597	0	0%
DEBT PROCEEDS	0	0	0	0%
TRANSFER IN-GF	896,976	896,976	0	0%
FUND BALANCE & UNDER COLLECTION	48,745	48,745	0	0%
<b>SUBTOTAL</b>	<b>1,008,318</b>	<b>1,008,318</b>	<b>0</b>	<b>0%</b>
 <b>DEBT SERVICE FUND</b>	 <b>1,008,418</b>	 <b>1,008,418</b>	 <b>1</b>	 <b>0%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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DEBT SERVICE FUND EXPENDITURES  
 BY MAJOR CATEGORY

DEBT OBLIGATION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>OTHER DEBT COSTS</u></b>						
DEBT SERVICE	750	0	0%	0	0%	0%
	<b>750</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>SECTION 108 LOAN</u></b>						
DEBT SERVICE	178,848	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>178,848</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>CAPITAL LEASE - MOTOROLA</u></b>						
DEBT SERVICE	93,686	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>93,686</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>ALACHUA COUNTY TDC</u></b>						
DEBT SERVICE	83,333	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>83,333</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>SERIES 2016 CAPITAL IMPROVEMENT</u></b>						
DEBT SERVICE	651,801	424,506	65%	0	0%	65%
<b>TOTAL EXPENDITURES</b>	<b>651,801</b>	<b>424,506</b>	<b>65%</b>	<b>0</b>	<b>0%</b>	<b>65%</b>
<b>DEBT SERVICE FUND</b>	<b>1,008,418</b>	<b>424,506</b>	<b>42%</b>	<b>0</b>	<b>0%</b>	<b>42%</b>

**CITY OF ALACHUA**  
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**CAPITAL PROJECTS FUNDS**

**FUND 3XX - CAPITAL PROJECTS FUNDS:** Capital Project Funds are used to account for financial resources to be used for the acquisition, construction, or improvement of major capital facilities (other than those financed by the Enterprise Funds or Special Assessments).

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL REVENUE	400,000	400,000	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	0	0	2	NA+
NON-OPERATING	342,444	342,444	0	0%
	<u>742,444</u>	<u>742,444</u>	<u>2</u>	<u>0%</u>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	300,000	300,000	0	0%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	405,766	405,766	2,900	1%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	36,678	36,678	31,620	86%
	<u>742,444</u>	<u>742,444</u>	<u>34,520</u>	<u>5%</u>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	0	0	0	0%
OPERATING EXPENDITURES	310,887	310,887	64	0%
CAPITAL OUTLAY	431,557	431,557	34,456	8%
DEBT SERVICE	0	0	0	0%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	0	0	0	0%
POWER COSTS	0	0	0	0%
	<u>742,444</u>	<u>742,444</u>	<u>34,520</u>	<u>5%</u>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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CAPITAL PROJECTS FUNDS REVENUE

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	RECEIVED TO DATE FY 17/18	PERCENT COLLECTED
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
FEDERAL GRANTS	0	0	0	0%
STATE GRANTS	0	0	0	0%
GRANTS FROM OTHER LOCAL UNITS	400,000	400,000	0	0%
<b>SUBTOTAL</b>	<b>400,000</b>	<b>400,000</b>	<b>0</b>	<b>0%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST INCOME	0	0	2	NA+
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>NA+</b>
<b><u>NON OPERATING</u></b>				
DEBT PROCEEDS	0	0	0	0%
TRANSFERS IN	300,000	300,000	0	0%
USE OF FUND BALANCE	42,444	42,444	0	0%
<b>SUBTOTAL</b>	<b>342,444</b>	<b>342,444</b>	<b>0</b>	<b>0%</b>
 <b>CAPITAL PROJECTS FUNDS</b>	 <b>742,444</b>	 <b>742,444</b>	 <b>2</b>	 <b>0%</b>

CITY OF ALACHUA  
FINANCE DEPARTMENT ANALYSIS  
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CAPITAL PROJECTS FUNDS EXPENDITURES  
BY MAJOR CATEGORY

CAPITAL PROJECT	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>MILL CREEK SINK FUND</u></b>						
CAPITAL OUTLAY	400,000	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>400,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>HERITAGE OAKS</u></b>						
OPERATING EXPENSES	5,766	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	2,900	0%	NA-
<b>TOTAL EXPENDITURES</b>	<b>5,766</b>	<b>0</b>	<b>0%</b>	<b>2,900</b>	<b>50%</b>	<b>50%</b>
<b><u>SAN FELASCO CONSERVATION CORRIDOR</u></b>						
OPERATING EXPENDITURES	5,121	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>5,121</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>MUNICIPAL COMPLEX</u></b>						
OPERATING EXPENDITURES	300,000	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>300,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>CDBG - NEIGHBORHOOD REVITALIZATION</u></b>						
OPERATING EXPENDITURES	0	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>PROJECT LEGACY</u></b>						
OPERATING EXPENDITURES	0	64	NA-	0	0%	NA-
CAPITAL OUTLAY	31,557	0	0%	31,556	100%	100%
<b>TOTAL EXPENDITURES</b>	<b>31,557</b>	<b>64</b>	<b>0%</b>	<b>31,556</b>	<b>100%</b>	<b>100%</b>
<b>CAPITAL PROJECT FUNDS</b>	<b>742,444</b>	<b>64</b>	<b>0%</b>	<b>34,456</b>	<b>5%</b>	<b>5%</b>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
**FOR THE PERIOD ENDING OCTOBER 31, 2017**

**ENTERPRISE FUNDS**

**FUND 010, 020, 030, 042 - ENTERPRISE FUNDS:** Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises in which the intent of the governing body is that all costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The City's Electric, Water, Wastewater, and Mosquito Control services reside in Enterprise funds.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL REVENUE	0	0	0	0%
CHARGES FOR SERVICES	17,917,519	17,917,519	1,803,810	10%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	265,860	265,860	58,014	22%
NON-OPERATING	4,229,436	4,229,436	0	0%
	<b>22,412,815</b>	<b>22,412,815</b>	<b>1,861,824</b>	<b>8%</b>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	0	0	0	0%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	22,412,815	22,412,815	1,311,026	6%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	<b>22,412,815</b>	<b>22,412,815</b>	<b>1,311,026</b>	<b>6%</b>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	1,497,264	1,497,264	105,083	7%
OPERATING EXPENDITURES	1,515,896	1,515,896	310,642	20%
CAPITAL OUTLAY	4,499,419	4,499,419	163,496	4%
DEBT SERVICE	1,184,684	1,184,684	17,409	1%
GRANTS AND AIDS	0	0	0	0%
NON-OPERATING	4,945,552	4,945,552	0	0%
POWER COSTS	8,770,000	8,770,000	714,396	8%
	<b>22,412,815</b>	<b>22,412,815</b>	<b>1,311,026</b>	<b>6%</b>



CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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ENTERPRISE FUNDS REVENUE

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	RECEIVED TO DATE FY 17/18	PERCENT COLLECTED
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
GRANTS FROM LOCAL UNITS	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b><u>CHARGES FOR SERVICES</u></b>				
PHYSICAL ENVIRONMENT-ELECTRIC	13,644,597	13,644,597	1,443,392	11%
PHYSICAL ENVIRONMENT-WATER	1,685,482	1,685,482	141,882	8%
PHYSICAL ENVIRONMENT-WASTEWATER	2,529,240	2,529,240	213,651	8%
PHYSICAL ENVIRONMENT-MOSQUITO	58,200	58,200	4,885	8%
<b>SUBTOTAL</b>	<b>17,917,519</b>	<b>17,917,519</b>	<b>1,803,810</b>	<b>10%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST EARNINGS	8,760	8,760	4,683	53%
RENTS & ROYALTIES	29,000	29,000	0	0%
OTHER MISCELLANEOUS REVENUE	228,100	228,100	53,331	23%
<b>SUBTOTAL</b>	<b>265,860</b>	<b>265,860</b>	<b>58,014</b>	<b>22%</b>
<b><u>NON OPERATING</u></b>				
DEBT PROCEEDS	0	0	0	0%
TRANSFERS IN	0	0	0	0%
FUND BALANCE & UNDER COLLECTION	4,229,436	4,229,436	0	0%
<b>SUBTOTAL</b>	<b>4,229,436</b>	<b>4,229,436</b>	<b>0</b>	<b>0%</b>
<b>ENTERPRISE FUNDS</b>	<b>22,412,815</b>	<b>22,412,815</b>	<b>1,861,824</b>	<b>8%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING OCTOBER 31, 2017

ENTERPRISE FUNDS EXPENDITURES  
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>ELECTRIC UTILITY</u></b>						
PERSONAL SERVICES	903,905	61,885	7%	0	0%	7%
OPERATING EXPENDITURES	446,634	43,646	10%	27,625	6%	16%
CAPITAL OUTLAY	2,258,897	15,466	1%	38,338	2%	2%
DEBT SERVICE	468,321	11,406	2%	0	0%	2%
NON OPERATING	3,224,924	0	0%	0	0%	0%
POWER COSTS	8,770,000	714,396	8%	0	0%	8%
<b>TOTAL EXPENDITURES</b>	<b>16,072,681</b>	<b>846,799</b>	<b>5%</b>	<b>65,963</b>	<b>0%</b>	<b>6%</b>
<b><u>WATER UTILITY</u></b>						
PERSONAL SERVICES	195,113	13,328	7%	0	0%	7%
OPERATING EXPENDITURES	369,849	34,258	9%	64,182	17%	27%
CAPITAL OUTLAY	1,038,370	0	0%	32,994	3%	3%
DEBT SERVICE	84,924	2,068	2%	0	0%	2%
NON OPERATING	1,115,935	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>2,804,191</b>	<b>49,654</b>	<b>2%</b>	<b>97,176</b>	<b>3%</b>	<b>5%</b>
<b><u>WASTEWATER UTILITY</u></b>						
PERSONAL SERVICES	390,733	28,168	7%	0	0%	7%
OPERATING EXPENDITURES	674,378	51,462	8%	89,288	13%	21%
CAPITAL OUTLAY	1,191,652	0	0%	75,164	6%	6%
DEBT SERVICE	631,439	3,935	1%	0	0%	1%
NON OPERATING	579,929	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>3,468,131</b>	<b>83,565</b>	<b>2%</b>	<b>164,452</b>	<b>5%</b>	<b>7%</b>
<b><u>MOSQUITO CONTROL</u></b>						
PERSONAL SERVICES	7,513	1,702	23%	0	0%	23%
OPERATING EXPENDITURES	25,035	181	1%	0	0%	1%
CAPITAL OUTLAY	10,500	1,534	15%	0	0%	15%
NON OPERATING	24,764	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>67,812</b>	<b>3,417</b>	<b>5%</b>	<b>0</b>	<b>0%</b>	<b>5%</b>
 <b>ENTERPRISE FUNDS</b>	 <b>22,412,815</b>	 <b>983,435</b>	 <b>4%</b>	 <b>327,591</b>	 <b>1%</b>	 <b>6%</b>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
**FOR THE PERIOD ENDING OCTOBER 31, 2017**

**INTERNAL SERVICE FUND**

**FUND 700 - INTERNAL SERVICE FUND:** The Internal Service Fund is used to account for the provision of goods or services by Utility Administration, Utility Operations, Utility Billing, Warehouse Operations, and postage services for the City's utility system and other departments.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL REVENUE	0	0	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	750	750	321	43%
NON-OPERATING	3,740,716	3,740,716	0	0%
	<u>3,741,466</u>	<u>3,741,466</u>	<u>321</u>	<u>0%</u>

<b>EXPENSES:</b>				
GENERAL GOVERNMENT	3,067,809	3,067,809	881,489	29%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	673,657	673,657	54,222	8%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	<u>3,741,466</u>	<u>3,741,466</u>	<u>935,711</u>	<u>25%</u>

**MAJOR EXPENDITURE CATEGORIES:**

PERSONAL SERVICES	1,608,408	1,608,408	101,378	6%
OPERATING EXPENDITURES	660,158	660,158	93,471	14%
CAPITAL OUTLAY	1,193,889	1,193,889	591,711	50%
DEBT SERVICE	229,011	229,011	149,151	65%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	50,000	50,000	0	0%
POWER COSTS	0	0	0	0%
	<u>3,741,466</u>	<u>3,741,466</u>	<u>935,711</u>	<u>25%</u>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING OCTOBER 31, 2017

INTERNAL SERVICE FUND REVENUES

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	YEAR TO DATE FY 17/18	PERCENT COLLECTED
<b><u>PERMITS, FEES &amp; ASSESSMENTS</u></b>				
OTHER LICENSES, FEES, AND PERMITS	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
OTHER FEDERAL GRANTS	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST EARNINGS	750	750	321	43%
RENTS & ROYALTIES	0	0	0	0%
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
<b>SUBTOTAL</b>	<b>750</b>	<b>750</b>	<b>321</b>	<b>43%</b>
<b><u>NON OPERATING</u></b>				
CONTRIBUTIONS FROM ENTERPRISE	0	0	0	0%
SERIES 2016 DEBT PROCEEDS	0	0	0	0%
INTERFUND TRANSFER	2,472,955	2,472,955	0	0%
FUND BALANCE & UNDER COLLECTION	1,267,761	1,267,761	0	0%
<b>SUBTOTAL</b>	<b>3,740,716</b>	<b>3,740,716</b>	<b>0</b>	<b>0%</b>
 <b>INTERNAL SERVICE FUND</b>	 <b>3,741,466</b>	 <b>3,741,466</b>	 <b>321</b>	 <b>0%</b>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
**FOR THE PERIOD ENDING OCTOBER 31, 2017**

**INTERNAL SERVICE FUND EXPENDITURES**  
**BY MAJOR CATEGORY**

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>FAS / UTILITY OPERATIONS</u></b>						
PERSONAL SERVICES	242,645	19,073	8%	0	0%	8%
OPERATING EXPENDITURES	31,492	1,096	3%	0	0%	3%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>274,137</b>	<b>20,169</b>	<b>7%</b>	<b>0</b>	<b>0%</b>	<b>7%</b>
<b><u>FAS / UTILITY BILLING</u></b>						
PERSONAL SERVICES	303,824	19,604	6%	0	0%	6%
OPERATING EXPENDITURES	129,213	10,117	8%	30,750	24%	32%
CAPITAL OUTLAY	28,689	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>461,726</b>	<b>29,721</b>	<b>6%</b>	<b>30,750</b>	<b>7%</b>	<b>13%</b>
<b><u>PUBLIC SERVICES / UTILITY ADMINISTRATION</u></b>						
PERSONAL SERVICES	587,731	35,327	6%	0	0%	6%
OPERATING EXPENDITURES	200,035	5,636	3%	13,119	7%	9%
CAPITAL OUTLAY	26,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>813,766</b>	<b>40,963</b>	<b>5%</b>	<b>13,119</b>	<b>2%</b>	<b>7%</b>
<b><u>PUBLIC SERVICES-WAREHOUSE OPERATIONS</u></b>						
PERSONAL SERVICES	53,086	3,940	7%	0	0%	7%
OPERATING EXPENDITURES	26,991	2,361	9%	0	0%	9%
CAPITAL OUTLAY	15,000	6,900	46%	0	0%	46%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>95,077</b>	<b>13,201</b>	<b>14%</b>	<b>0</b>	<b>0%</b>	<b>14%</b>
<b><u>ISF - COMPLIANCE AND RISK MANAGEMENT</u></b>						
PERSONAL SERVICES	31,777	0	0%	0	0%	0%
OPERATING EXPENDITURES	462	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>32,239</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>ISF - FAS / INFORMATION</u></b>						
PERSONAL SERVICES	56,853	0	0%	0	0%	0%
OPERATING EXPENDITURES	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>56,853</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
**FOR THE PERIOD ENDING OCTOBER 31, 2017**

**INTERNAL SERVICE FUND EXPENDITURES**  
**BY MAJOR CATEGORY**

<b>DEPARTMENT/DIVISION</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>EXPENDED TO DATE</b>	<b>PERCENT EXPENDED TO DATE</b>	<b>ENCUMBERED TO DATE</b>	<b>PERCENT ENCUMBERED TO DATE</b>	<b>PERCENT EXPENDED &amp; ENCUMBERED TO DATE</b>
<b><u>PUBLIC SERVICES-WATER DISTRIBUTION/COLLECTION</u></b>						
PERSONAL SERVICES	332,492	23,434	7%	0	0%	7%
OPERATING EXPENDITURES	271,965	17,013	6%	13,775	5%	11%
CAPITAL OUTLAY	69,200	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>673,657</b>	<b>40,447</b>	<b>6%</b>	<b>13,775</b>	<b>2%</b>	<b>8%</b>
<b><u>DEBT SERVICE FUND - SERIES 2016</u></b>						
DEBT SERVICE	229,011	149,151	65%	0	0%	65%
<b>TOTAL EXPENDITURES</b>	<b>229,011</b>	<b>149,151</b>	<b>65%</b>	<b>0</b>	<b>0%</b>	<b>65%</b>
<b><u>INTERNAL SERVICE FUND RESERVES</u></b>						
NON-OPERATING	50,000	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>50,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>CP OPS/WAREHOUSE</u></b>						
OPERATING EXPENDITURES	0	(676)	NA+	280	NA-	NA+
CAPITAL OUTLAY	1,055,000	23,506	2%	561,305	53%	55%
OTHER DEBT COSTS	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>1,055,000</b>	<b>22,830</b>	<b>2%</b>	<b>561,585</b>	<b>53%</b>	<b>55%</b>
<b>INTERNAL SERVICE FUND</b>	<b>3,741,466</b>	<b>316,482</b>	<b>8%</b>	<b>619,229</b>	<b>17%</b>	<b>25%</b>

**CITY OF ALACHUA  
FINANCE DEPARTMENT ANALYSIS  
FOR THE PERIOD ENDING OCTOBER 31, 2017**

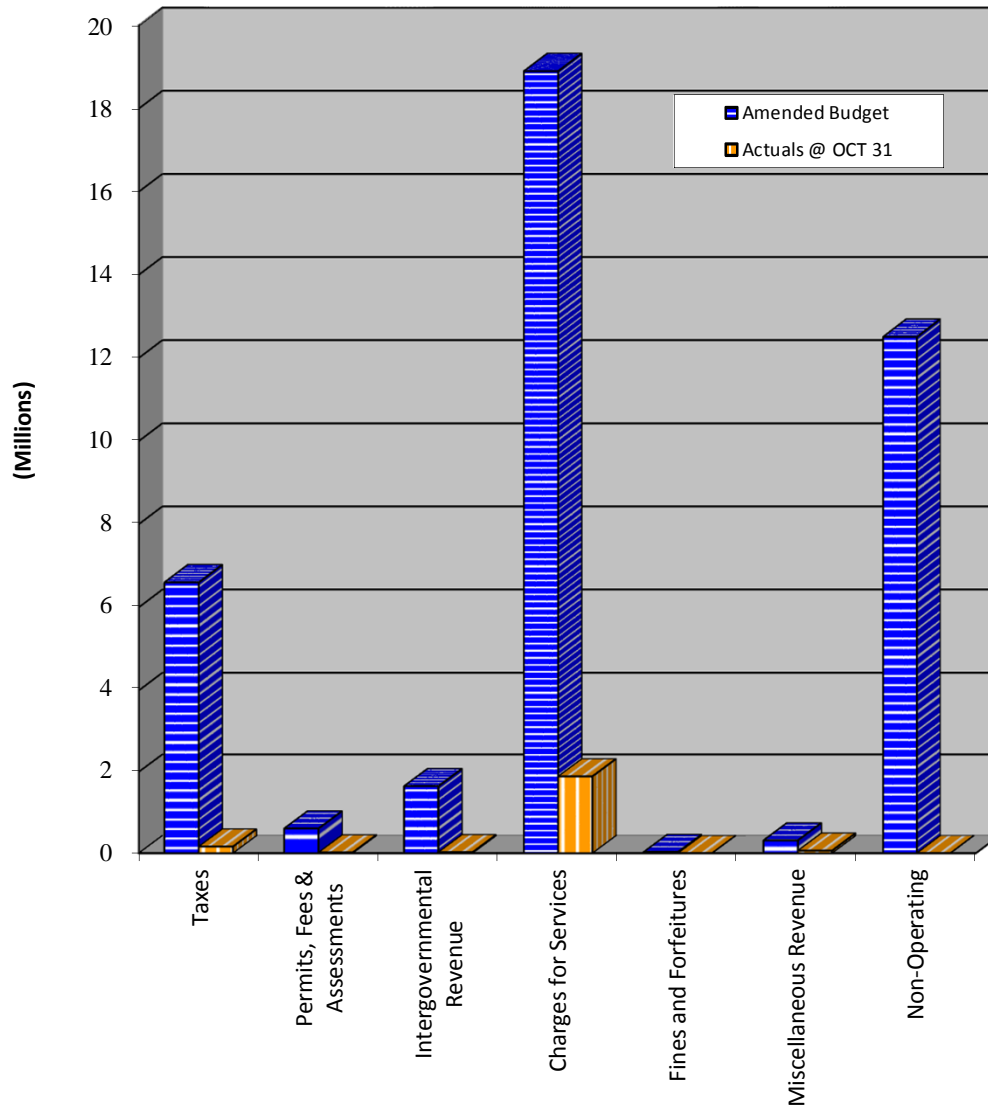
**ALL CITY FUNDS**

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	6,597,089	6,597,089	162,118	2%
PERMITS, FEES & ASSESSMENTS	606,300	606,300	17,060	3%
INTERGOVERNMENTAL	1,646,066	1,646,066	23,522	1%
CHARGES FOR SERVICES	18,897,583	18,897,583	1,887,770	10%
FINES AND FORFEITURES	27,000	27,000	847	3%
MISCELLANEOUS REVENUE	314,460	314,460	62,939	20%
NON-OPERATING	12,503,723	12,503,723	0	0%
	<u>40,592,221</u>	<u>40,592,221</u>	<u>2,154,256</u>	<u>5%</u>

<b>EXPENSES:</b>				
GENERAL GOVERNMENT	9,473,480	9,473,480	1,714,246	18%
PUBLIC SAFETY	3,413,909	3,413,909	269,271	8%
ECONOMIC ENVIRONMENT	779,721	779,721	161,420	21%
PHYSICAL ENVIRONMENT	24,184,201	24,184,201	2,028,700	8%
TRANSPORTATION	967,090	967,090	65,703	7%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	1,773,820	1,773,820	293,781	17%
	<u>40,592,221</u>	<u>40,592,221</u>	<u>4,533,121</u>	<u>11%</u>

**MAJOR EXPENDITURE CATEGORIES:**

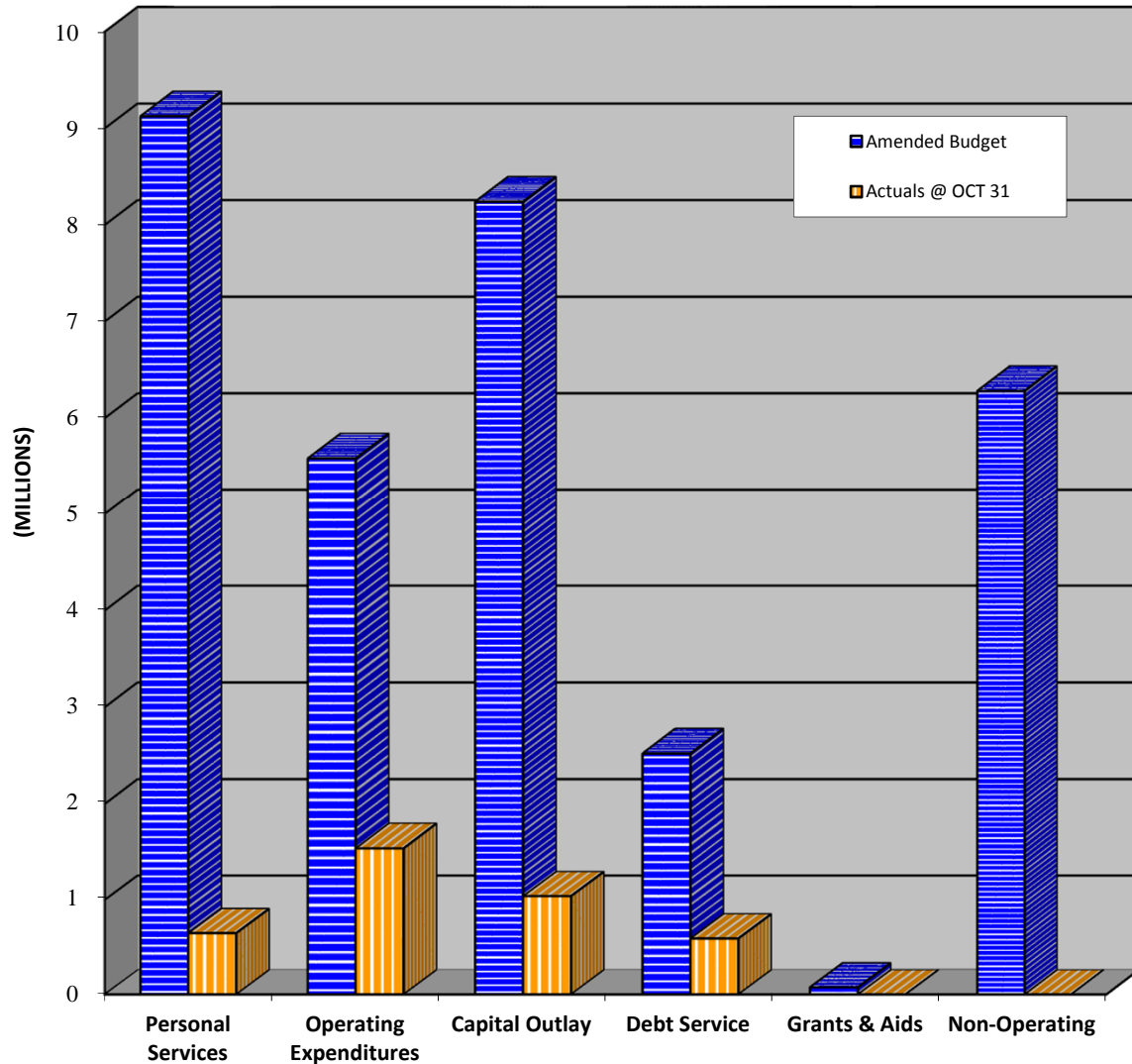
PERSONAL SERVICES	9,124,706	9,124,706	647,789	7%
OPERATING EXPENDITURES	5,580,823	5,581,823	1,540,878	28%
CAPITAL OUTLAY	8,241,067	8,240,067	1,038,992	13%
DEBT SERVICE	2,521,393	2,521,393	591,066	23%
GRANTS & AIDS	73,625	73,625	0	0%
NON-OPERATING	6,280,607	6,280,607	0	0%
POWER COSTS	8,770,000	8,770,000	714,396	8%
	<u>40,592,221</u>	<u>40,592,221</u>	<u>4,533,121</u>	<u>11%</u>





### Expenditures by Major Category All City Funds

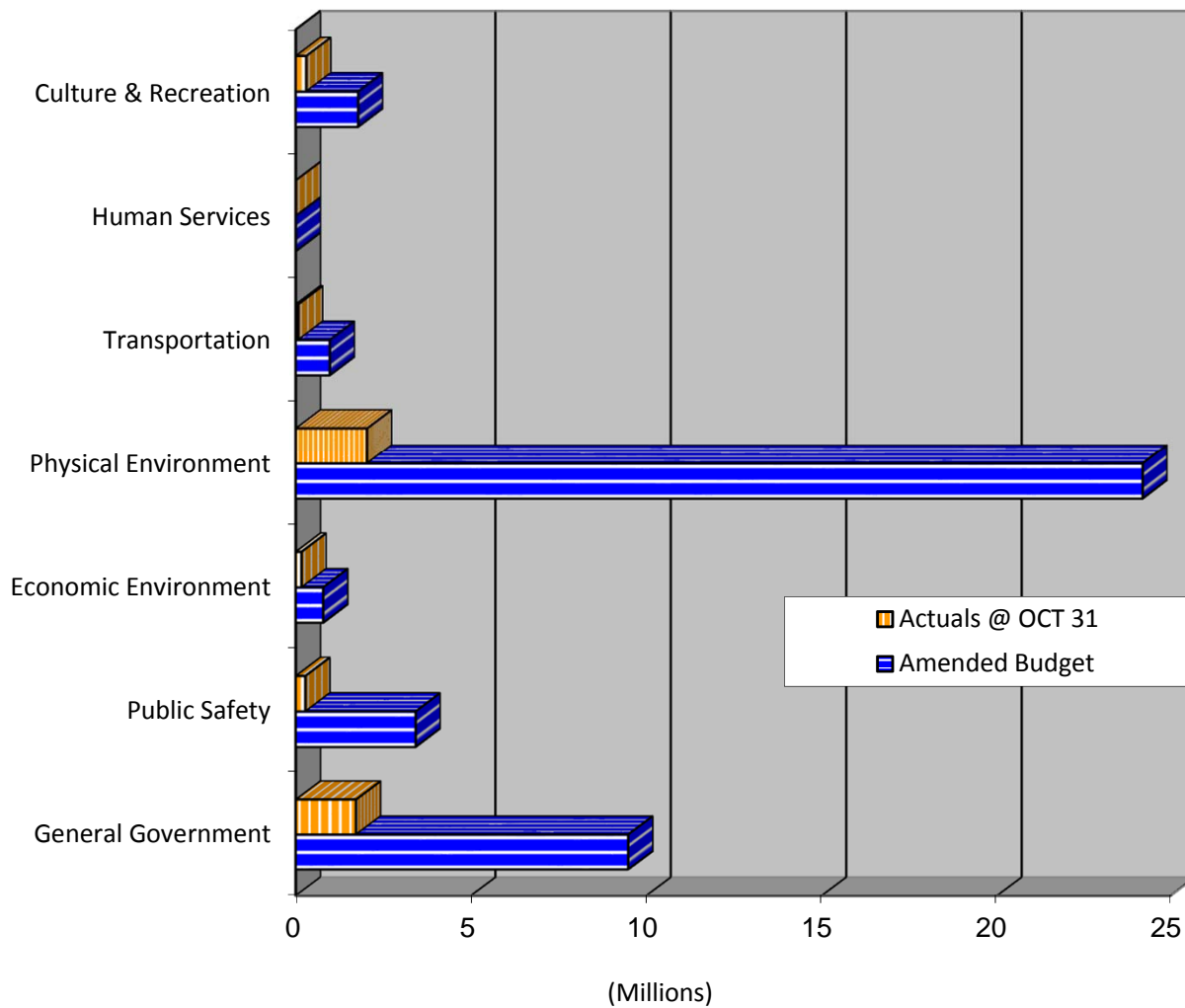
Overall, City expenditures and encumbrances are at 11% of budget for the period. The Personal Services category is at 7% of budget for the fiscal year. The Operating Expenditures category is at 28%, with encumbrances for legal and residential waste collection services of approximately \$787K. Capital Outlay is at 13%, Debt Service is 23%, Grants & Aids is 0% and Non-Operating Expenditures are at 0%. Encumbrances for future expenditures account for 54.5% (approx. \$2.2M) of the expense line total.



\* Encumbered activity are purchase orders that are reserved for payment, but have not been paid as of the report date.

### Budget Performance by Function All City Funds

Overall, expenditures are at 11% of budget with General Government expenses at 18%, Public Safety at 8%, Economic Environment at 21%, Physical Environment at 8% (Enterprise Funds, Water Collection and Distribution & residential waste collection services), Transportation at 7%, and Culture & Recreation at 17%.



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## INVESTMENTS AND CASH

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### **Purpose**

The purpose of this section is to report the City's cash and investment holdings at the end of each month. These funds are managed in accordance with the City's Investment Policies, which are designed to ensure the prudent management of public funds, the availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices.

### **Investment Objectives**

The foremost objective of the City's investment program is the safety of the principal of those funds within the portfolios. The portfolio is managed in a manner that funds are available to meet reasonably anticipated cash flow requirements in an orderly manner. The portfolio is designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. However, return on investment is insignificant in comparison to the safety and liquidity objectives described above. The City's core investments are limited to relatively low risk investment instruments in anticipation of earning fair return relative to the risk being assumed.

### **Defining Principal**

Principal, when dealing with investments can be defined as the original amount invested in a security.

### **Defining of Portfolio**

A portfolio can be defined as various investment instruments possessed by an individual or organization.

### **Defining Rate of Return on Investment**

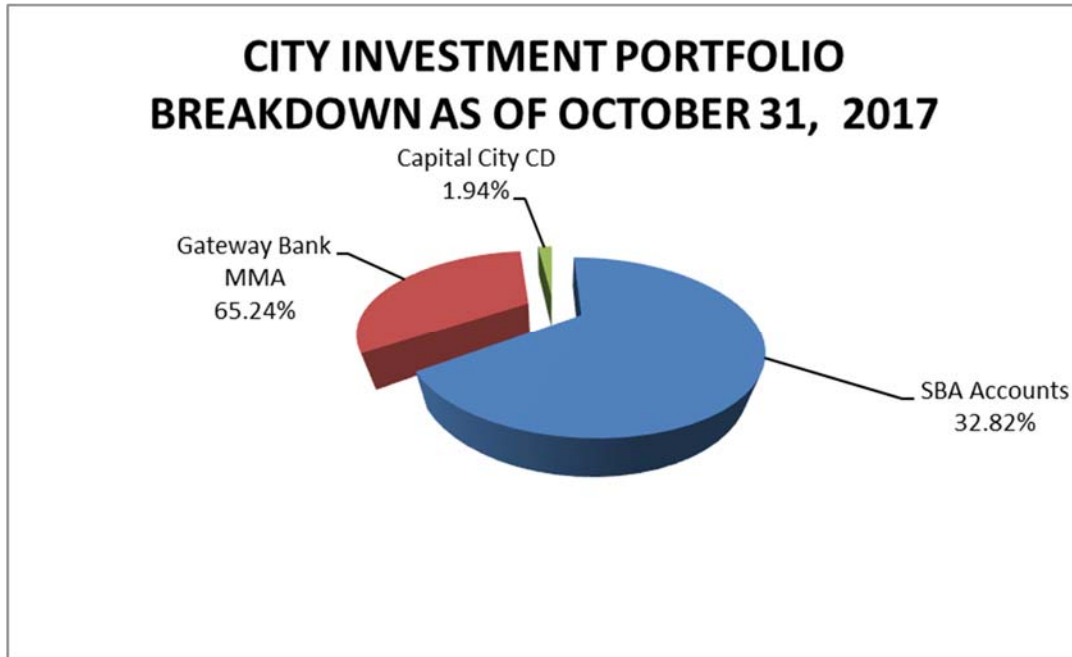
The Rate of Return on Investment refers to the benefits (the profits) to an investor or organization relative to the cost of the initial investment. It is similar to the rate of profit as a measure of profitability.

### **Conclusion**

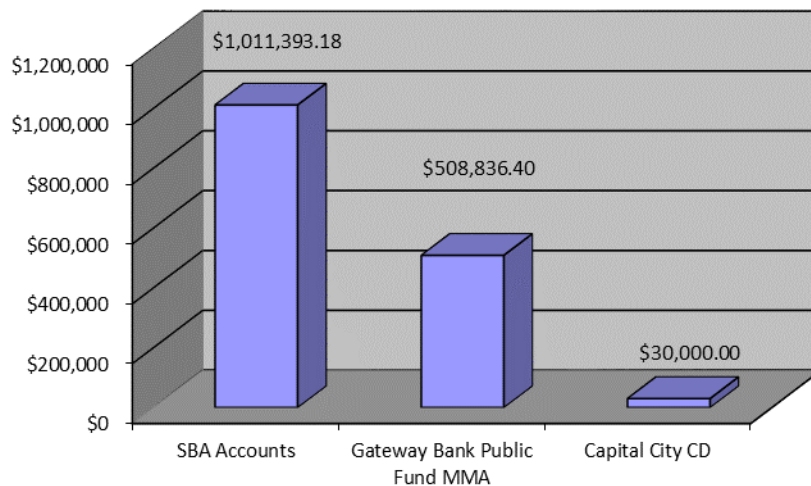
The City's cash and investments are pursuant to Section 218.415, Florida Statutes as well as the City's own adopted Investment Policy. To ensure that the City's funds are effectively managed, the Finance Director and other appropriate staff shall annually complete eight (8) hours of continuing professional education in subjects or courses of study related to investment practices and products.

## INVESTMENTS AND CASH

As of October 31, 2017, the City's investment portfolio totaled **\$1,550,229.58**. The portfolio consists of: two State Board of Administration Investment Pool (SBA) accounts, one money market account and a certificate of deposit account. The graphs below illustrate the breakdown, by percentage, of each investment.



### INVESTMENTS AS OF OCTOBER 31, 2017



## INVESTMENTS AND CASH

As of October 31, 2017, the City had cash holdings in several accounts with Capital City Bank, CenterState Bank (formerly Gateway Bank) and Renasant Bank (formerly Alarion & Heritage) that totaled **\$18,998,576.65**. Each bank account has a specific purpose. The accounts are listed as follows:

- Main Operating account: This account is for the City's daily deposits (utility payments, grant revenue, etc.) and expenses (vendor payments, debt service payments, etc.).
- Payroll account: This account is for payroll-related expenses (salaries payable).
- Community Redevelopment Agency (CRA) account: This account is for deposits and expenses related to CRA activities.
- Police Forfeiture account: This account is for fines and forfeiture funds received by the Alachua Police Department. Expenditures from this account will not be permitted without Commission approval.
- Section 108 account: This account is for the pay-down of the City's Section 108 outstanding debt that was related to infrastructure within the City.
- Series 2016 Repayment: This account contains is intended to be utilized to make the annual Series 2016 Debt payments.
- Restricted Deposit account: This account is for utility customer deposits only.
- Series 2016 Projects: This account is for the proceeds and expenses related to the Series 2016 bonds.
- Explorer account: This account is for deposits and expenses related to Police Explorer activities.
- Heritage Oaks account: This account is for funds related to the completion of improvements to the Heritage Oaks subdivision Phase I.
- Project Legacy account: This account is for non-bond funded expenses related to Project Legacy.
- SRF Repayment Money Market account: This account is for the repayment of the State Revolving Fund (SRF) loan related to the construction of the waste water facility.

The bank account balances as of the end of the report period are as follows:

<b>Bank Account</b>	<b>October Balance</b>	<b>Percentage of Total</b>
Operating Account	\$15,190,430.26	79.96%
Payroll Account	\$11,839.99	0.06%
CRA Account	\$528,844.76	2.78%
Police Forfeiture Account	\$10,448.21	0.05%
Section 108 Account	\$28,701.51	0.15%
Project Legacy Account	\$0.00	0.00%
Series 2016 Repayment Account	\$137.98	0.00%
Deposit Account	\$1,692,634.75	8.91%
Series 2016 Projects	\$1,085,839.06	5.72%
Explorer Account	\$6,908.94	0.04%
SRF Repayment Account	\$213,766.49	1.13%
Heritage Oaks Account	\$229,024.70	1.21%
<b>TOTAL</b>	<b>\$18,998,576.65</b>	<b>100.00%</b>



City of  
**ALACHUA**

THE GOOD LIFE COMMUNITY

**FINANCE DEPARTMENT  
FISCAL ANALYSIS  
FOR THE PERIOD ENDING  
NOVEMBER 30, 2017**

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## INTRODUCTION TO FISCAL ANALYSIS REPORT

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### **Purpose**

The fiscal analysis report is used to report the operating condition of the City, and where applicable, identify potential trends and, if necessary, recommends options for corrective action. The report first looks at all City Funds, and then looks at the major fund types (General Fund, Enterprise Funds, etc.). This report is merely a snapshot that fairly represents the City's financial position at a given point in time. While materially accurate, these are unaudited figures.

### **Defining Revenue**

Revenues are the financial resources available to the City. The City of Alachua has variety of revenue sources. These revenue sources include taxes, permits and fees, charges for services, fines and forfeitures, grants, and other miscellaneous revenues.

### **Defining Expenditure**

Expenditures constitute a use of financial resources. There are three basic types of expenditures: operating, capital and debt. Operating expenditures include the day-to-day expenses such as salaries, supplies, utilities, and equipment purchases. Capital expenditures include construction of roads, parks, buildings and the purchase of land.

Debt is the expense related to principal and interest on long-term bonds and notes issued by the City. Expenditures figures within this report include encumbrances. Encumbrances are expenditure commitments that have not yet been actually incurred.

### **Defining Expenditure Function**

Expenditure functions are expenditure classifications according to the principal purposes for which expenditures are made. Examples are general government, public safety, economic environment, physical environment, transportation, and culture/recreation.

### **Defining Fund Balance**

Fund balances are the funds carried over from the previous fiscal year. The City has a variety of uses for fund balance including reserve for future capital projects, for emergencies and catastrophes, for certain bond issues, and for other contingencies and expenditures.

### **Conclusion**

The report gives a more comprehensive view by fund type of the financial operations of the City. The Finance Department welcomes any feedback you may have.



**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
**FOR THE PERIOD ENDING NOVEMBER 30, 2017**

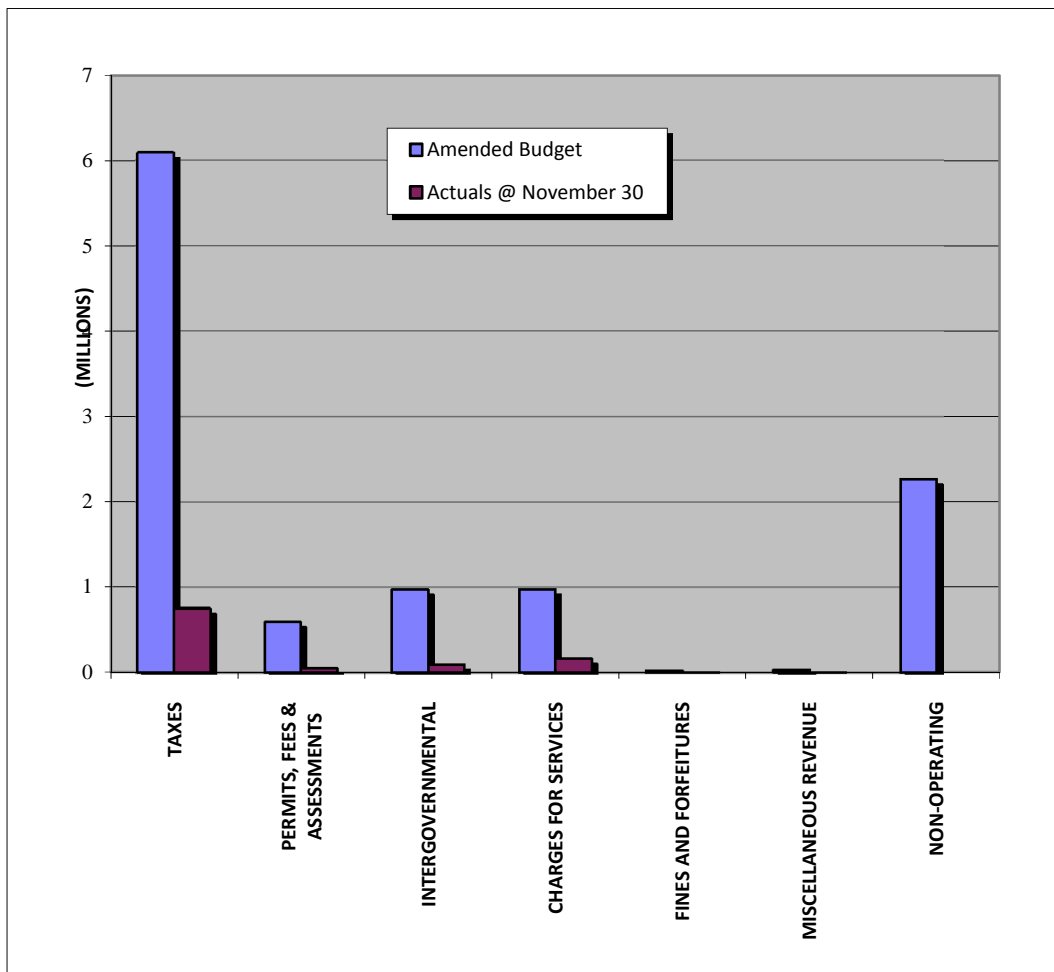
**GENERAL FUND**

**FUND 001 - GENERAL FUND:** The General Fund is the general operating fund for the Alachua City Commission. This fund is used to account for all financial resources, except those required to be accounted for separately. These resources provide funding for programs such as Fire Services, Recreation Services, General Government Administration, Capital Improvement Projects, Law Enforcement and Planning Services to all residents of the City of Alachua.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	6,093,089	6,093,089	755,109	12%
PERMITS, FEES & ASSESSMENTS	595,700	595,700	54,679	9%
INTERGOVERNMENTAL	974,961	974,961	95,748	10%
CHARGES FOR SERVICES	977,364	977,364	167,959	17%
FINES AND FORFEITURES	27,000	27,000	2,024	7%
MISCELLANEOUS REVENUE	40,550	40,550	7,353	18%
NON-OPERATING	2,271,690	2,271,690	0	0%
	<u>10,980,354</u>	<u>10,980,354</u>	<u>1,082,872</u>	<u>10%</u>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	5,066,730	5,066,730	613,724	12%
PUBLIC SAFETY	3,402,081	3,402,081	502,697	15%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	668,300	668,300	656,952	98%
TRANSPORTATION	967,090	967,090	109,927	11%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	876,153	876,153	199,049	23%
	<u>10,980,354</u>	<u>10,980,354</u>	<u>2,082,349</u>	<u>19%</u>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	5,940,542	5,940,542	858,570	14%
OPERATING EXPENDITURES	2,700,930	2,701,930	1,214,122	45%
CAPITAL OUTLAY	1,020,202	1,019,202	9,657	1%
DEBT SERVICE	0	0	0	0%
GRANTS & AIDS	43,625	43,625	0	0%
NON-OPERATING	1,275,055	1,275,055	0	0%
POWER COSTS	0	0	0	0%
	<u>10,980,354</u>	<u>10,980,354</u>	<u>2,082,349</u>	<u>19%</u>

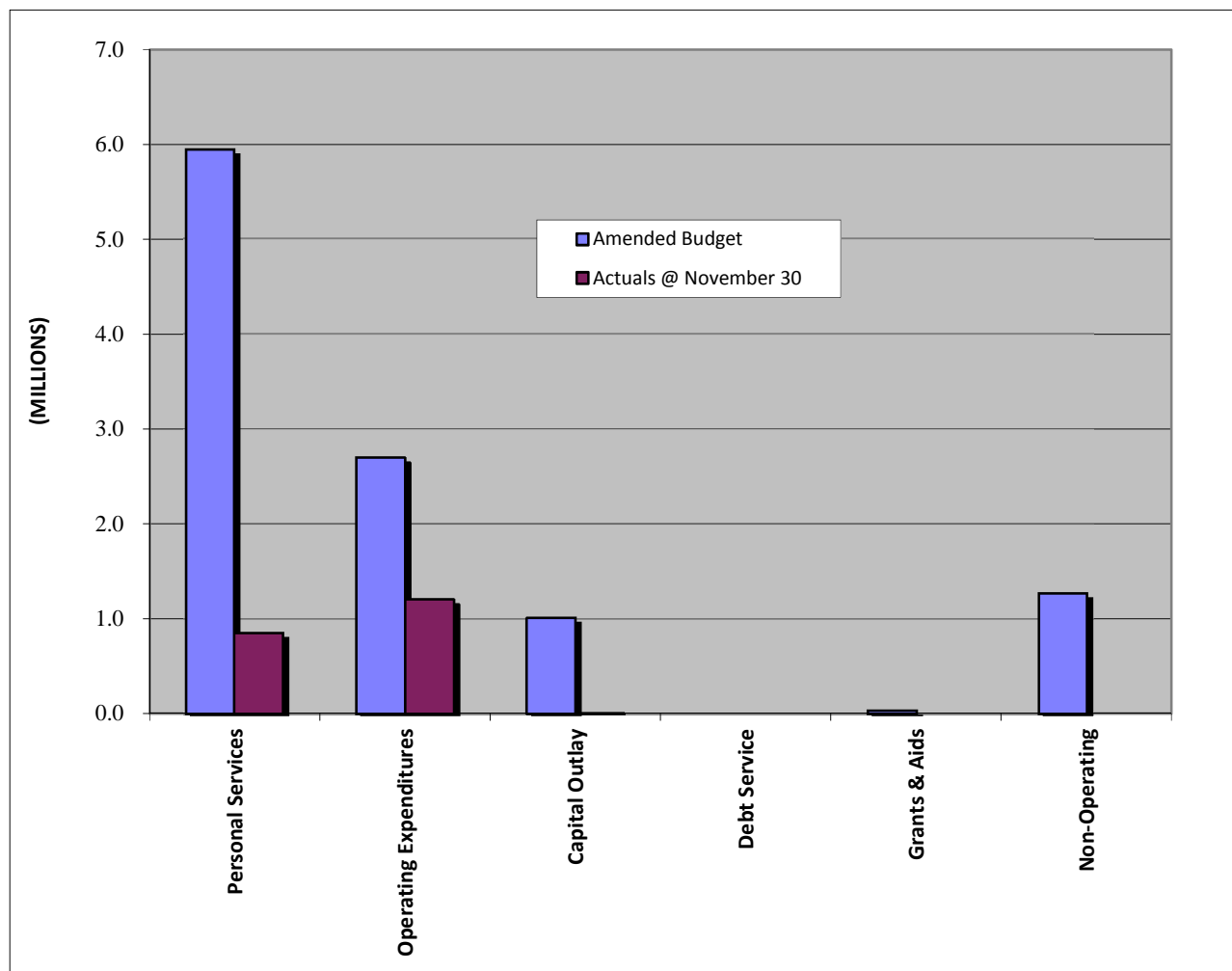
### Revenues by Major Category General Fund

As of November 30, 2017, the City of Alachua collected 10% of budgeted General Fund revenues. Tax collections are at 12%. These revenues include property taxes, local option fuel taxes, utility taxes, and communication services taxes and account for \$6.1M, or over half, of the General Fund annual budgeted revenues. Permits, Fees & Assessments are at 9%. The Intergovernmental Revenues are at 10%. Charges for Services are at 17%, Fines & Forfeitures are at 7%, Miscellaneous Revenues are at 18% and Non-Operating Revenues are at 0%.



### Expenditures by Major Category General Fund

Overall, General Fund expenditure categories were at 19%. Personal Services are at 14% with Operating Expenditures at 45%. The Capital Outlay category is at 1%, Grants & Aids are 0% and Non-Operating expenditures are at 0%. Encumbrances for legal and residential waste collection account for 35% of the expense line total (aprox. \$722K).



CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING NOVEMBER 30, 2017

GENERAL FUND REVENUES

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	YEAR TO DATE FY 17/18	PERCENT COLLECTED
<b><u>TAXES</u></b>				
AD VALOREM TAXES	4,065,604	4,065,604	434,964	11%
LOCAL OPTION FUEL TAXES	253,152	253,152	19,046	8%
UTILITY SERVICES TAXES	1,400,000	1,400,000	225,647	16%
COMMUNICATIONS SERVICES TAXES	326,333	326,333	25,679	8%
LOCAL BUSINESS TAXES	48,000	48,000	49,773	104%
<b>SUBTOTAL</b>	<b>6,093,089</b>	<b>6,093,089</b>	<b>755,109</b>	<b>12%</b>
<b><u>PERMITS, FEES AND ASSESSMENTS</u></b>				
BUILDING PERMITS	295,700	295,700	30,434	10%
FRANCHISE FEES	300,000	300,000	24,245	8%
<b>SUBTOTAL</b>	<b>595,700</b>	<b>595,700</b>	<b>54,679</b>	<b>9%</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
STATE-SHARED REVENUES	974,961	974,961	95,748	10%
GRANTS	0	0	0	0%
<b>SUBTOTAL</b>	<b>974,961</b>	<b>974,961</b>	<b>95,748</b>	<b>10%</b>
<b><u>CHARGES FOR SERVICES</u></b>				
GENERAL GOVERNMENT	70,275	70,275	15,247	22%
PUBLIC SAFETY	86,729	86,729	17,786	21%
PHYSICAL ENVIRONMENT	792,360	792,360	132,076	17%
TRANSPORTATION	0	0	0	0%
CULTURE & RECREATION	28,000	28,000	2,850	10%
OTHER CHARGES FOR SVCS	0	0	0	0%
<b>SUBTOTAL</b>	<b>977,364</b>	<b>977,364</b>	<b>167,959</b>	<b>17%</b>
<b><u>FINES &amp; FORFEITURES</u></b>				
FINES & FORFEITURES	27,000	27,000	1,964	7%
OTHER FINES & FORFEITURES	0	0	60	NA+
<b>SUBTOTAL</b>	<b>27,000</b>	<b>27,000</b>	<b>2,024</b>	<b>7%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST EARNINGS	7,250	7,250	3,706	51%
RENTS & ROYALTIES	100	100	0	0%
OTHER MISCELLANEOUS REVENUE	33,200	33,200	3,647	11%
<b>SUBTOTAL</b>	<b>40,550</b>	<b>40,550</b>	<b>7,353</b>	<b>18%</b>
<b><u>NON OPERATING</u></b>				
CONTRIBUTIONS FROM ENTERPRISE	2,000,000	2,000,000	0	0%
FUND BALANCE & UNDER COLLECTION	271,690	271,690	0	0%
<b>SUBTOTAL</b>	<b>2,271,690</b>	<b>2,271,690</b>	<b>0</b>	<b>0%</b>
<b>GENERAL FUND</b>	<b>10,980,354</b>	<b>10,980,354</b>	<b>1,082,872</b>	<b>10%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING NOVEMBER 30, 2017

GENERAL FUND EXPENDITURES  
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>CITY COMMISSION</u></b>						
PERSONAL SERVICES	110,070	17,222	16%	0	0%	16%
OPERATING EXPENDITURES	32,377	5,162	16%	0	0%	16%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>142,447</b>	<b>22,384</b>	<b>16%</b>	<b>0</b>	<b>0%</b>	<b>16%</b>
<b><u>CITY MANAGER'S OFFICE</u></b>						
PERSONAL SERVICES	531,943	73,213	14%	0	0%	14%
OPERATING EXPENDITURES	33,453	4,240	13%	0	0%	13%
CAPITAL OUTLAY	2,000	0	0%	0	0%	0%
GRANTS & AIDS	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>567,396</b>	<b>77,453</b>	<b>14%</b>	<b>0</b>	<b>0%</b>	<b>14%</b>
<b><u>DEPUTY CITY CLERK</u></b>						
PERSONAL SERVICES	137,840	21,304	15%	0	0%	15%
OPERATING EXPENDITURES	38,521	9,538	25%	0	0%	25%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>176,361</b>	<b>30,842</b>	<b>17%</b>	<b>0</b>	<b>0%</b>	<b>17%</b>
<b><u>CITY ATTORNEY</u></b>						
OPERATING EXPENDITURES	182,194	10,250	6%	119,594	66%	71%
<b>TOTAL EXPENDITURES</b>	<b>182,194</b>	<b>10,250</b>	<b>6%</b>	<b>119,594</b>	<b>66%</b>	<b>71%</b>
<b><u>INFORMATION &amp; TECHNOLOGY SERVICES</u></b>						
PERSONAL SERVICES	141,031	21,726	15%	0	0%	15%
OPERATING EXPENDITURES	55,771	7,767	14%	0	0%	14%
CAPITAL OUTLAY	150,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>346,802</b>	<b>29,493</b>	<b>9%</b>	<b>0</b>	<b>0%</b>	<b>9%</b>
<b><u>FINANCE</u></b>						
PERSONAL SERVICES	430,458	54,074	13%	0	0%	13%
OPERATING EXPENDITURES	74,782	9,024	12%	27,250	36%	49%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>505,240</b>	<b>63,098</b>	<b>12%</b>	<b>27,250</b>	<b>5%</b>	<b>18%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING NOVEMBER 30, 2017

GENERAL FUND EXPENDITURES  
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>HUMAN RESOURCES</u></b>						
PERSONAL SERVICES	139,029	20,950	15%	0	0%	15%
OPERATING EXPENDITURES	43,821	5,753	13%	2,700	6%	19%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>182,850</b>	<b>26,703</b>	<b>15%</b>	<b>2,700</b>	<b>1%</b>	<b>16%</b>
<b><u>FACILITIES MAINTENANCE</u></b>						
PERSONAL SERVICES	360,910	51,081	14%	0	0%	14%
OPERATING EXPENDITURES	146,797	18,260	12%	14,125	10%	22%
CAPITAL OUTLAY	12,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>519,707</b>	<b>69,341</b>	<b>13%</b>	<b>14,125</b>	<b>3%</b>	<b>16%</b>
<b><u>GRANTS &amp; CONTRACTS</u></b>						
PERSONAL SERVICES	64,444	25	0%	0	0%	0%
OPERATING EXPENDITURES	5,999	385	6%	0	0%	6%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>70,443</b>	<b>410</b>	<b>1%</b>	<b>0</b>	<b>0%</b>	<b>1%</b>
<b><u>CP&amp;D-PLANNING &amp; DEVELOPMENT</u></b>						
PERSONAL SERVICES	335,073	50,977	15%	0	0%	15%
OPERATING EXPENDITURES	90,372	2,851	3%	0	0%	3%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>425,445</b>	<b>53,828</b>	<b>13%</b>	<b>0</b>	<b>0%</b>	<b>13%</b>
<b><u>COMPLIANCE &amp; RISK MANAGEMENT</u></b>						
PERSONAL SERVICES	356,246	45,277	13%	0	0%	13%
OPERATING EXPENDITURES	53,545	2,680	5%	0	0%	5%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>409,791</b>	<b>47,957</b>	<b>12%</b>	<b>0</b>	<b>0%</b>	<b>12%</b>
<b><u>CP&amp;D-BEAUTIFICATION BOARD</u></b>						
OPERATING EXPENDITURES	20,000	560	3%	6,160	31%	34%
<b>TOTAL EXPENDITURES</b>	<b>20,000</b>	<b>560</b>	<b>3%</b>	<b>6,160</b>	<b>31%</b>	<b>34%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING NOVEMBER 30, 2017

GENERAL FUND EXPENDITURES  
BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>SPECIAL EXPENSE</u></b>						
PERSONAL SERVICES	11,400	0	0%	0	0%	0%
OPERATING EXPENDITURES	107,974	10,326	10%	1,250	1%	11%
CAPITAL OUTLAY	80,000	0	0%	0	0%	0%
GRANTS & AIDS	43,625	0	0%	0	0%	0%
NON-OPERATING	1,275,055	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>1,518,054</b>	<b>10,326</b>	<b>1%</b>	<b>1,250</b>	<b>0%</b>	<b>1%</b>
<b><u>PS-SOLID WASTE DISPOSAL</u></b>						
OPERATING EXPENDITURES	668,300	54,746	8%	602,206	90%	98%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>668,300</b>	<b>54,746</b>	<b>8%</b>	<b>602,206</b>	<b>90%</b>	<b>98%</b>
<b><u>PS-PUBLIC WORKS</u></b>						
PERSONAL SERVICES	388,941	57,465	15%	0	0%	15%
OPERATING EXPENDITURES	236,249	26,055	11%	16,750	7%	18%
CAPITAL OUTLAY	341,900	0	0%	9,657	3%	3%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>967,090</b>	<b>83,520</b>	<b>9%</b>	<b>26,407</b>	<b>3%</b>	<b>11%</b>
<b><u>FIRE RESCUE SERVICES</u></b>						
OPERATING EXPENDITURES	10,858	214	2%	0	0%	2%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>10,858</b>	<b>214</b>	<b>2%</b>	<b>0</b>	<b>0%</b>	<b>2%</b>
<b><u>BUILDING INSPECTIONS</u></b>						
PERSONAL SERVICES	164,803	24,586	15%	0	0%	15%
OPERATING EXPENDITURES	31,499	1,845	6%	0	0%	6%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>196,302</b>	<b>26,431</b>	<b>13%</b>	<b>0</b>	<b>0%</b>	<b>13%</b>
<b><u>APD-PATROL &amp; ADMIN</u></b>						
PERSONAL SERVICES	2,067,886	324,697	16%	0	0%	16%
OPERATING EXPENDITURES	379,740	65,869	17%	36,529	10%	27%
CAPITAL OUTLAY	129,400	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>2,577,026</b>	<b>390,566</b>	<b>15%</b>	<b>36,529</b>	<b>1%</b>	<b>17%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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GENERAL FUND EXPENDITURES  
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>APD-COMMUNICATIONS</u></b>						
PERSONAL SERVICES	378,156	46,091	12%	0	0%	12%
OPERATING EXPENDITURES	19,248	822	4%	0	0%	4%
CAPITAL OUTLAY	191,902	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>589,306</b>	<b>46,913</b>	<b>8%</b>	<b>0</b>	<b>0%</b>	<b>8%</b>
<b><u>APD-SCHOOL CROSSING GUARDS</u></b>						
OPERATING EXPENDITURES	23,589	1,954	8%	0	0%	8%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>23,589</b>	<b>1,954</b>	<b>8%</b>	<b>0</b>	<b>0%</b>	<b>8%</b>
<b><u>APD-EXPLORERS PROGRAM</u></b>						
OPERATING EXPENDITURES	2,000	90	5%	0	0%	5%
<b>TOTAL EXPENDITURES</b>	<b>2,000</b>	<b>90</b>	<b>5%</b>	<b>0</b>	<b>0%</b>	<b>5%</b>
<b><u>APD-RESERVE PROGRAM</u></b>						
OPERATING EXPENDITURES	3,000	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>3,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>PARKS &amp; RECREATION</u></b>						
PERSONAL SERVICES	322,312	49,882	15%	0	0%	15%
OPERATING EXPENDITURES	441,841	61,418	14%	87,749	20%	34%
CAPITAL OUTLAY	112,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>876,153</b>	<b>111,300</b>	<b>13%</b>	<b>87,749</b>	<b>10%</b>	<b>23%</b>
<b>GENERAL FUND</b>	<b>10,980,354</b>	<b>1,158,379</b>	<b>11%</b>	<b>923,970</b>	<b>8%</b>	<b>19%</b>



**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
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**SPECIAL REVENUE FUNDS**

**FUND VARIOUS - SPECIAL REVENUE FUNDS:** Special Revenue Funds are used to account for the proceeds of specific revenue sources that are designated for specified purposes or are restricted in use.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	504,000	504,000	58,571	12%
PERMITS, FEES & ASSESSMENTS	10,600	10,600	64	1%
INTERGOVERNMENTAL REVENUE	271,105	271,105	0	0%
CHARGES FOR SERVICES	2,700	2,700	250	9%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	7,200	7,200	2,600	36%
NON-OPERATING	911,119	911,119	0	0%
	<u>1,706,724</u>	<u>1,706,724</u>	<u>61,485</u>	<u>4%</u>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	30,523	30,523	0	0%
PUBLIC SAFETY	11,828	11,828	0	0%
ECONOMIC ENVIRONMENT	779,721	779,721	238,171	31%
PHYSICAL ENVIRONMENT	23,663	23,663	3,600	15%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	860,989	860,989	187,116	22%
	<u>1,706,724</u>	<u>1,706,724</u>	<u>428,887</u>	<u>25%</u>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	78,492	78,492	17,263	22%
OPERATING EXPENDITURES	392,952	391,252	112,336	29%
CAPITAL OUTLAY	1,096,000	1,097,700	249,648	23%
DEBT SERVICE	99,280	99,280	49,640	50%
GRANTS & AIDS	30,000	30,000	0	0%
NON-OPERATING	10,000	10,000	0	0%
	<u>1,706,724</u>	<u>1,706,724</u>	<u>428,887</u>	<u>25%</u>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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SPECIAL REVENUE FUNDS REVENUE

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	RECEIVED TO DATE FY 17/18	PERCENT COLLECTED
<b><u>TAXES</u></b>				
DISCRETIONARY SALES SURTAX	504,000	504,000	58,571	12%
<b>SUBTOTAL</b>	<b>504,000</b>	<b>504,000</b>	<b>58,571</b>	<b>12%</b>
<b><u>PERMITS, FEES AND ASSESSMENTS</u></b>				
SPECIAL ASSESSMENTS	10,600	10,600	64	1%
<b>SUBTOTAL</b>	<b>10,600</b>	<b>10,600</b>	<b>64</b>	<b>1%</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
FEDERAL GRANTS	0	0	0	0%
STATE GRANTS	0	0	0	0%
GRANTS FROM OTHER LOCAL UNITS	0	0	0	0%
PAYMENTS FROM LOCAL UNITS (FOR CRA)	271,105	271,105	0	0%
<b>SUBTOTAL</b>	<b>271,105</b>	<b>271,105</b>	<b>0</b>	<b>0%</b>
<b><u>CHARGES FOR SERVICES</u></b>				
ADDT'L CRT COSTS-\$2 FOR LEO TRAINING	2,700	2,700	250	9%
OTHER MISCELLANEOUS CHARGES	0	0	0	0%
<b>SUBTOTAL</b>	<b>2,700</b>	<b>2,700</b>	<b>250</b>	<b>9%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST INCOME	200	200	350	175%
RENTALS AND LEASES	7,000	7,000	1,650	24%
CONTRIBUTIONS AND DONATIONS	0	0	600	NA+
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
<b>SUBTOTAL</b>	<b>7,200</b>	<b>7,200</b>	<b>2,600</b>	<b>36%</b>
<b><u>NON OPERATING</u></b>				
DEBT PROCEEDS	0	0	0	0%
TRANSFER IN	178,079	178,079	0	0%
USE OF FUND BALANCE/UNDERCOLLECTION	733,040	733,040	0	0%
<b>SUBTOTAL</b>	<b>911,119</b>	<b>911,119</b>	<b>0</b>	<b>0%</b>
<b>SPECIAL REVENUE FUNDS</b>	<b>1,706,724</b>	<b>1,706,724</b>	<b>61,485</b>	<b>4%</b>

CITY OF ALACHUA  
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SPECIAL REVENUE FUNDS EXPENDITURES  
BY MAJOR CATEGORY

SPECIAL REVENUE FUND	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>ADD'L COURT COST-\$2 FOR LEO TRAINING FUND</u></b>						
OPERATING EXPENDITURES	3,600	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>3,600</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>WILD SPACES PUBLIC PLACES FUND</u></b>						
OPERATING EXPENDITURES	0	602	NA-	0	0%	NA-
CAPITAL OUTLAY	822,000	160,945	20%	24,587	3%	23%
<b>TOTAL EXPENDITURES</b>	<b>822,000</b>	<b>161,547</b>	<b>20%</b>	<b>24,587</b>	<b>3%</b>	<b>23%</b>
<b><u>EXPLORER SPECIAL REVENUE FUND</u></b>						
OPERATING EXPENDITURES	7,309	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>7,309</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>TREE BANK FUND</u></b>						
OPERATING EXPENDITURES	30,523	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>30,523</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>TK BASIN SPECIAL ASSESSMENT</u></b>						
OPERATING EXPENDITURES	23,663	300	1%	3,300	14%	15%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>23,663</b>	<b>300</b>	<b>1%</b>	<b>3,300</b>	<b>14%</b>	<b>15%</b>
<b><u>DONATION FUND</u></b>						
OPERATING EXPENDITURES	39,908	982	2%	0	0%	2%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>39,908</b>	<b>982</b>	<b>2%</b>	<b>0</b>	<b>0%</b>	<b>2%</b>
<b><u>CRA FUND</u></b>						
PERSONAL SERVICES	78,492	17,263	22%	0	0%	22%
OPERATING EXPENDITURES	286,249	20,761	7%	86,391	30%	37%
CAPITAL OUTLAY	275,700	18,619	7%	45,497	17%	23%
DEBT SERVICE	99,280	49,640	50%	0	0%	50%
AIDS TO PRIVATE ORGANIZATIONS	30,000	0	0%	0	0%	0%
NON OPERATING	10,000	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>779,721</b>	<b>106,283</b>	<b>14%</b>	<b>131,888</b>	<b>17%</b>	<b>31%</b>
<b>SPECIAL REVENUE FUNDS</b>	<b>1,706,724</b>	<b>269,112</b>	<b>16%</b>	<b>159,775</b>	<b>9%</b>	<b>25%</b>

**CITY OF ALACHUA**  
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**DEBT SERVICE FUND**

**FUND 070 - DEBT SERVICE FUND:** The Debt Service Fund is used to account for the accumulation of resources for, and the payment of the City's general long-term debt, interest, and other related debt service charges. Debt obligations related to the Enterprise funds are accounted for in those specific funds.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL	0	0	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	100	100	2	2%
NON-OPERATING	1,008,318	1,008,318	0	0%
	<u>1,008,418</u>	<u>1,008,418</u>	<u>2</u>	<u>0%</u>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	1,008,418	1,008,418	424,506	42%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	0	0	0	0%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	<u>1,008,418</u>	<u>1,008,418</u>	<u>424,506</u>	<u>42%</u>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	0	0	0	0%
OPERATING EXPENDITURES	0	0	0	0%
CAPITAL OUTLAY	0	0	0	0%
DEBT SERVICE	1,008,418	1,008,418	424,506	42%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	0	0	0	0%
POWER COSTS	0	0	0	0%
	<u>1,008,418</u>	<u>1,008,418</u>	<u>424,506</u>	<u>42%</u>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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DEBT SERVICE FUND REVENUES

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	YEAR TO DATE FY 17/18	PERCENT COLLECTED
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST EARNINGS	100	100	2	2%
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
<b>SUBTOTAL</b>	<b>100</b>	<b>100</b>	<b>2</b>	<b>2%</b>
<b><u>NON OPERATING</u></b>				
CONTRIBUTIONS FROM ENTERPRISE	62,597	62,597	0	0%
DEBT PROCEEDS	0	0	0	0%
TRANSFER IN-GF	896,976	896,976	0	0%
FUND BALANCE & UNDER COLLECTION	48,745	48,745	0	0%
<b>SUBTOTAL</b>	<b>1,008,318</b>	<b>1,008,318</b>	<b>0</b>	<b>0%</b>
 <b>DEBT SERVICE FUND</b>	 <b>1,008,418</b>	 <b>1,008,418</b>	 <b>2</b>	 <b>0%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
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DEBT SERVICE FUND EXPENDITURES  
 BY MAJOR CATEGORY

DEBT OBLIGATION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>OTHER DEBT COSTS</u></b>						
DEBT SERVICE	750	0	0%	0	0%	0%
	<b>750</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>SECTION 108 LOAN</u></b>						
DEBT SERVICE	178,848	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>178,848</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>CAPITAL LEASE - MOTOROLA</u></b>						
DEBT SERVICE	93,686	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>93,686</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>ALACHUA COUNTY TDC</u></b>						
DEBT SERVICE	83,333	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>83,333</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>SERIES 2016 CAPITAL IMPROVEMENT</u></b>						
DEBT SERVICE	651,801	424,506	65%	0	0%	65%
<b>TOTAL EXPENDITURES</b>	<b>651,801</b>	<b>424,506</b>	<b>65%</b>	<b>0</b>	<b>0%</b>	<b>65%</b>
<b>DEBT SERVICE FUND</b>	<b>1,008,418</b>	<b>424,506</b>	<b>42%</b>	<b>0</b>	<b>0%</b>	<b>42%</b>

**CITY OF ALACHUA**  
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**CAPITAL PROJECTS FUNDS**

**FUND 3XX - CAPITAL PROJECTS FUNDS:** Capital Project Funds are used to account for financial resources to be used for the acquisition, construction, or improvement of major capital facilities (other than those financed by the Enterprise Funds or Special Assessments).

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL REVENUE	400,000	400,000	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	0	0	5	NA+
NON-OPERATING	342,444	342,444	0	0%
	<u>742,444</u>	<u>742,444</u>	<u>5</u>	<u>0%</u>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	300,000	300,000	0	0%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	405,766	405,766	2,900	1%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	36,678	36,678	31,620	86%
	<u>742,444</u>	<u>742,444</u>	<u>34,520</u>	<u>5%</u>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	0	0	0	0%
OPERATING EXPENDITURES	310,887	310,887	64	0%
CAPITAL OUTLAY	431,557	431,557	34,456	8%
DEBT SERVICE	0	0	0	0%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	0	0	0	0%
POWER COSTS	0	0	0	0%
	<u>742,444</u>	<u>742,444</u>	<u>34,520</u>	<u>5%</u>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING NOVEMBER 30, 2017

CAPITAL PROJECTS FUNDS REVENUE

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	RECEIVED TO DATE FY 17/18	PERCENT COLLECTED
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
FEDERAL GRANTS	0	0	0	0%
STATE GRANTS	0	0	0	0%
GRANTS FROM OTHER LOCAL UNITS	400,000	400,000	0	0%
<b>SUBTOTAL</b>	<b>400,000</b>	<b>400,000</b>	<b>0</b>	<b>0%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST INCOME	0	0	5	NA+
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>NA+</b>
<b><u>NON OPERATING</u></b>				
DEBT PROCEEDS	0	0	0	0%
TRANSFERS IN	300,000	300,000	0	0%
USE OF FUND BALANCE	42,444	42,444	0	0%
<b>SUBTOTAL</b>	<b>342,444</b>	<b>342,444</b>	<b>0</b>	<b>0%</b>
<b>CAPITAL PROJECTS FUNDS</b>	<b>742,444</b>	<b>742,444</b>	<b>5</b>	<b>0%</b>



CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING NOVEMBER 30, 2017

CAPITAL PROJECTS FUNDS EXPENDITURES  
 BY MAJOR CATEGORY

CAPITAL PROJECT	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>MILL CREEK SINK FUND</u></b>						
CAPITAL OUTLAY	400,000	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>400,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>HERITAGE OAKS</u></b>						
OPERATING EXPENSES	5,766	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	2,900	0%	NA-
<b>TOTAL EXPENDITURES</b>	<b>5,766</b>	<b>0</b>	<b>0%</b>	<b>2,900</b>	<b>50%</b>	<b>50%</b>
<b><u>SAN FELASCO CONSERVATION CORRIDOR</u></b>						
OPERATING EXPENDITURES	5,121	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>5,121</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>MUNICIPAL COMPLEX</u></b>						
OPERATING EXPENDITURES	300,000	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>300,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>CDBG - NEIGHBORHOOD REVITALIZATION</u></b>						
OPERATING EXPENDITURES	0	0	0%	0	0%	0%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>PROJECT LEGACY</u></b>						
OPERATING EXPENDITURES	0	64	NA-	0	0%	NA-
CAPITAL OUTLAY	31,557	11,153	35%	20,403	65%	100%
<b>TOTAL EXPENDITURES</b>	<b>31,557</b>	<b>11,217</b>	<b>36%</b>	<b>20,403</b>	<b>65%</b>	<b>100%</b>
<b>CAPITAL PROJECT FUNDS</b>	<b>742,444</b>	<b>11,217</b>	<b>2%</b>	<b>23,303</b>	<b>3%</b>	<b>5%</b>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
**FOR THE PERIOD ENDING NOVEMBER 30, 2017**

**ENTERPRISE FUNDS**

**FUND 010, 020, 030, 042 - ENTERPRISE FUNDS:** Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises in which the intent of the governing body is that all costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges. The City's Electric, Water, Wastewater, and Mosquito Control services reside in Enterprise funds.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL REVENUE	0	0	0	0%
CHARGES FOR SERVICES	17,917,519	17,917,519	3,293,255	18%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	265,860	265,860	76,499	29%
NON-OPERATING	4,229,436	4,229,436	0	0%
	<b>22,412,815</b>	<b>22,412,815</b>	<b>3,369,754</b>	<b>15%</b>

<b>EXPENSES:</b>				
GENERAL GOVERNMENT	0	0	0	0%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	22,412,815	22,412,815	1,647,500	7%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	<b>22,412,815</b>	<b>22,412,815</b>	<b>1,647,500</b>	<b>7%</b>

**MAJOR EXPENDITURE CATEGORIES:**

PERSONAL SERVICES	1,497,264	1,497,264	207,835	14%
OPERATING EXPENDITURES	1,515,896	1,515,896	365,053	24%
CAPITAL OUTLAY	4,499,419	4,499,419	184,986	4%
DEBT SERVICE	1,184,684	1,184,684	199,504	17%
GRANTS AND AIDS	0	0	0	0%
NON-OPERATING	4,945,552	4,945,552	0	0%
POWER COSTS	8,770,000	8,770,000	690,122	8%
	<b>22,412,815</b>	<b>22,412,815</b>	<b>1,647,500</b>	<b>7%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING NOVEMBER 30, 2017

ENTERPRISE FUNDS REVENUE

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	RECEIVED TO DATE FY 17/18	PERCENT COLLECTED
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
GRANTS FROM LOCAL UNITS	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b><u>CHARGES FOR SERVICES</u></b>				
PHYSICAL ENVIRONMENT-ELECTRIC	13,644,597	13,644,597	2,589,115	19%
PHYSICAL ENVIRONMENT-WATER	1,685,482	1,685,482	279,249	17%
PHYSICAL ENVIRONMENT-WASTEWATER	2,529,240	2,529,240	415,093	16%
PHYSICAL ENVIRONMENT-MOSQUITO	58,200	58,200	9,798	17%
<b>SUBTOTAL</b>	<b>17,917,519</b>	<b>17,917,519</b>	<b>3,293,255</b>	<b>18%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST EARNINGS	8,760	8,760	9,482	108%
RENTS & ROYALTIES	29,000	29,000	0	0%
OTHER MISCELLANEOUS REVENUE	228,100	228,100	67,017	29%
<b>SUBTOTAL</b>	<b>265,860</b>	<b>265,860</b>	<b>76,499</b>	<b>29%</b>
<b><u>NON OPERATING</u></b>				
DEBT PROCEEDS	0	0	0	0%
TRANSFERS IN	0	0	0	0%
FUND BALANCE & UNDER COLLECTION	4,229,436	4,229,436	0	0%
<b>SUBTOTAL</b>	<b>4,229,436</b>	<b>4,229,436</b>	<b>0</b>	<b>0%</b>
<b>ENTERPRISE FUNDS</b>	<b>22,412,815</b>	<b>22,412,815</b>	<b>3,369,754</b>	<b>15%</b>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING NOVEMBER 30, 2017

ENTERPRISE FUNDS EXPENDITURES  
 BY MAJOR CATEGORY

DEPARTMENT/DIVISION	FY 17/18 AMENDED BUDGET	EXPENDED TO DATE	PERCENT EXPENDED TO DATE	ENCUMBERED TO DATE	PERCENT ENCUMBERED TO DATE	PERCENT EXPENDED & ENCUMBERED TO DATE
<b><u>ELECTRIC UTILITY</u></b>						
PERSONAL SERVICES	903,905	124,707	14%	0	0%	14%
OPERATING EXPENDITURES	446,634	62,628	14%	28,115	6%	20%
CAPITAL OUTLAY	2,258,897	15,847	1%	38,338	2%	2%
DEBT SERVICE	468,321	11,406	2%	0	0%	2%
NON OPERATING	3,224,924	0	0%	0	0%	0%
POWER COSTS	8,770,000	690,122	8%	0	0%	8%
<b>TOTAL EXPENDITURES</b>	<b>16,072,681</b>	<b>904,710</b>	<b>6%</b>	<b>66,453</b>	<b>0%</b>	<b>6%</b>
<b><u>WATER UTILITY</u></b>						
PERSONAL SERVICES	195,113	25,744	13%	0	0%	13%
OPERATING EXPENDITURES	369,849	64,568	17%	55,100	15%	32%
CAPITAL OUTLAY	1,038,370	0	0%	54,329	5%	5%
DEBT SERVICE	84,924	2,068	2%	0	0%	2%
NON OPERATING	1,115,935	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>2,804,191</b>	<b>92,380</b>	<b>3%</b>	<b>109,429</b>	<b>4%</b>	<b>7%</b>
<b><u>WASTEWATER UTILITY</u></b>						
PERSONAL SERVICES	390,733	55,682	14%	0	0%	14%
OPERATING EXPENDITURES	674,378	70,460	10%	83,917	12%	23%
CAPITAL OUTLAY	1,191,652	4,736	0%	70,202	6%	6%
DEBT SERVICE	631,439	186,030	29%	0	0%	29%
NON OPERATING	579,929	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>3,468,131</b>	<b>316,908</b>	<b>9%</b>	<b>154,119</b>	<b>4%</b>	<b>14%</b>
<b><u>MOSQUITO CONTROL</u></b>						
PERSONAL SERVICES	7,513	1,702	23%	0	0%	23%
OPERATING EXPENDITURES	25,035	265	1%	0	0%	1%
CAPITAL OUTLAY	10,500	1,534	15%	0	0%	15%
NON OPERATING	24,764	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>67,812</b>	<b>3,501</b>	<b>5%</b>	<b>0</b>	<b>0%</b>	<b>5%</b>
<b>ENTERPRISE FUNDS</b>	<b>22,412,815</b>	<b>1,317,499</b>	<b>6%</b>	<b>330,001</b>	<b>1%</b>	<b>7%</b>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
**FOR THE PERIOD ENDING NOVEMBER 30, 2017**

**INTERNAL SERVICE FUND**

**FUND 700 - INTERNAL SERVICE FUND:** The Internal Service Fund is used to account for the provision of goods or services by Utility Administration, Utility Operations, Utility Billing, Warehouse Operations, and postage services for the City's utility system and other departments.

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	0	0	0	0%
PERMITS, FEES & ASSESSMENTS	0	0	0	0%
INTERGOVERNMENTAL REVENUE	0	0	0	0%
CHARGES FOR SERVICES	0	0	0	0%
FINES AND FORFEITURES	0	0	0	0%
MISCELLANEOUS REVENUE	750	750	1,096	146%
NON-OPERATING	3,740,716	3,740,716	0	0%
	<u>3,741,466</u>	<u>3,741,466</u>	<u>1,096</u>	<u>0%</u>
<b>EXPENSES:</b>				
GENERAL GOVERNMENT	3,067,809	3,067,809	1,022,564	33%
PUBLIC SAFETY	0	0	0	0%
ECONOMIC ENVIRONMENT	0	0	0	0%
PHYSICAL ENVIRONMENT	673,657	673,657	98,897	15%
TRANSPORTATION	0	0	0	0%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	0	0	0	0%
	<u>3,741,466</u>	<u>3,741,466</u>	<u>1,121,461</u>	<u>30%</u>
<b>MAJOR EXPENDITURE CATEGORIES:</b>				
PERSONAL SERVICES	1,608,408	1,608,408	198,422	12%
OPERATING EXPENDITURES	660,158	660,158	129,594	20%
CAPITAL OUTLAY	1,193,889	1,193,889	644,294	54%
DEBT SERVICE	229,011	229,011	149,151	65%
GRANTS & AIDS	0	0	0	0%
NON-OPERATING	50,000	50,000	0	0%
POWER COSTS	0	0	0	0%
	<u>3,741,466</u>	<u>3,741,466</u>	<u>1,121,461</u>	<u>30%</u>

CITY OF ALACHUA  
 FINANCE DEPARTMENT ANALYSIS  
 FOR THE PERIOD ENDING NOVEMBER 30, 2017

INTERNAL SERVICE FUND REVENUES

REVENUE SOURCE	FY 17/18 APPROVED BUDGET	FY 17/18 AMENDED BUDGET	YEAR TO DATE FY 17/18	PERCENT COLLECTED
<b><u>PERMITS, FEES &amp; ASSESSMENTS</u></b>				
OTHER LICENSES, FEES, AND PERMITS	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b><u>INTERGOVERNMENTAL REVENUE</u></b>				
OTHER FEDERAL GRANTS	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b><u>MISCELLANEOUS REVENUE</u></b>				
INTEREST EARNINGS	750	750	1,096	146%
RENTS & ROYALTIES	0	0	0	0%
OTHER MISCELLANEOUS REVENUE	0	0	0	0%
<b>SUBTOTAL</b>	<b>750</b>	<b>750</b>	<b>1,096</b>	<b>146%</b>
<b><u>NON OPERATING</u></b>				
CONTRIBUTIONS FROM ENTERPRISE	0	0	0	0%
SERIES 2016 DEBT PROCEEDS	0	0	0	0%
INTERFUND TRANSFER	2,472,955	2,472,955	0	0%
FUND BALANCE & UNDER COLLECTION	1,267,761	1,267,761	0	0%
<b>SUBTOTAL</b>	<b>3,740,716</b>	<b>3,740,716</b>	<b>0</b>	<b>0%</b>
 <b>INTERNAL SERVICE FUND</b>	 <b>3,741,466</b>	 <b>3,741,466</b>	 <b>1,096</b>	 <b>0%</b>

**CITY OF ALACHUA**  
**FINANCE DEPARTMENT ANALYSIS**  
**FOR THE PERIOD ENDING NOVEMBER 30, 2017**

**INTERNAL SERVICE FUND EXPENDITURES**  
**BY MAJOR CATEGORY**

<b>DEPARTMENT/DIVISION</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>EXPENDED TO DATE</b>	<b>PERCENT EXPENDED TO DATE</b>	<b>ENCUMBERED TO DATE</b>	<b>PERCENT ENCUMBERED TO DATE</b>	<b>PERCENT EXPENDED &amp; ENCUMBERED TO DATE</b>
<b><u>FAS / UTILITY OPERATIONS</u></b>						
PERSONAL SERVICES	242,645	36,754	15%	0	0%	15%
OPERATING EXPENDITURES	31,492	3,587	11%	0	0%	11%
CAPITAL OUTLAY	0	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>274,137</b>	<b>40,341</b>	<b>15%</b>	<b>0</b>	<b>0%</b>	<b>15%</b>
<b><u>FAS / UTILITY BILLING</u></b>						
PERSONAL SERVICES	303,824	39,107	13%	0	0%	13%
OPERATING EXPENDITURES	129,213	19,678	15%	23,250	18%	33%
CAPITAL OUTLAY	28,689	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>461,726</b>	<b>58,785</b>	<b>13%</b>	<b>23,250</b>	<b>5%</b>	<b>18%</b>
<b><u>PUBLIC SERVICES / UTILITY ADMINISTRATION</u></b>						
PERSONAL SERVICES	587,731	67,824	12%	0	0%	12%
OPERATING EXPENDITURES	200,035	18,758	9%	8,763	4%	14%
CAPITAL OUTLAY	26,000	0	0%	0	0%	0%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>813,766</b>	<b>86,582</b>	<b>11%</b>	<b>8,763</b>	<b>1%</b>	<b>12%</b>
<b><u>PUBLIC SERVICES-WAREHOUSE OPERATIONS</u></b>						
PERSONAL SERVICES	53,086	7,860	15%	0	0%	15%
OPERATING EXPENDITURES	26,991	4,847	18%	0	0%	18%
CAPITAL OUTLAY	15,000	6,900	46%	0	0%	46%
NON-OPERATING	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>95,077</b>	<b>19,607</b>	<b>21%</b>	<b>0</b>	<b>0%</b>	<b>21%</b>
<b><u>ISF - COMPLIANCE AND RISK MANAGEMENT</u></b>						
PERSONAL SERVICES	31,777	0	0%	0	0%	0%
OPERATING EXPENDITURES	462	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>32,239</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>ISF - FAS / INFORMATION</u></b>						
PERSONAL SERVICES	56,853	0	0%	0	0%	0%
OPERATING EXPENDITURES	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>56,853</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>

**CITY OF ALACHUA  
FINANCE DEPARTMENT ANALYSIS  
FOR THE PERIOD ENDING NOVEMBER 30, 2017**

**INTERNAL SERVICE FUND EXPENDITURES  
BY MAJOR CATEGORY**

<b>DEPARTMENT/DIVISION</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>EXPENDED TO DATE</b>	<b>PERCENT EXPENDED TO DATE</b>	<b>ENCUMBERED TO DATE</b>	<b>PERCENT ENCUMBERED TO DATE</b>	<b>PERCENT EXPENDED &amp; ENCUMBERED TO DATE</b>
<b><u>PUBLIC SERVICES-WATER DISTRIBUTION/COLLECTION</u></b>						
PERSONAL SERVICES	332,492	46,877	14%	0	0%	14%
OPERATING EXPENDITURES	271,965	34,581	13%	12,414	5%	17%
CAPITAL OUTLAY	69,200	0	0%	5,025	7%	7%
<b>TOTAL EXPENDITURES</b>	<b>673,657</b>	<b>81,458</b>	<b>12%</b>	<b>17,439</b>	<b>3%</b>	<b>15%</b>
<b><u>DEBT SERVICE FUND - SERIES 2016</u></b>						
DEBT SERVICE	229,011	149,151	65%	0	0%	65%
<b>TOTAL EXPENDITURES</b>	<b>229,011</b>	<b>149,151</b>	<b>65%</b>	<b>0</b>	<b>0%</b>	<b>65%</b>
<b><u>INTERNAL SERVICE FUND RESERVES</u></b>						
NON-OPERATING	50,000	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>50,000</b>	<b>0</b>	<b>0%</b>	<b>0</b>	<b>0%</b>	<b>0%</b>
<b><u>CP OPS/WAREHOUSE</u></b>						
OPERATING EXPENDITURES	0	3,436	NA-	280	NA-	NA-
CAPITAL OUTLAY	1,055,000	381,568	36%	250,801	24%	60%
OTHER DEBT COSTS	0	0	0%	0	0%	0%
<b>TOTAL EXPENDITURES</b>	<b>1,055,000</b>	<b>385,004</b>	<b>36%</b>	<b>251,081</b>	<b>24%</b>	<b>60%</b>
<b>INTERNAL SERVICE FUND</b>	<b>3,741,466</b>	<b>820,928</b>	<b>22%</b>	<b>300,533</b>	<b>8%</b>	<b>30%</b>



**CITY OF ALACHUA  
FINANCE DEPARTMENT ANALYSIS  
FOR THE PERIOD ENDING NOVEMBER 30, 2017**

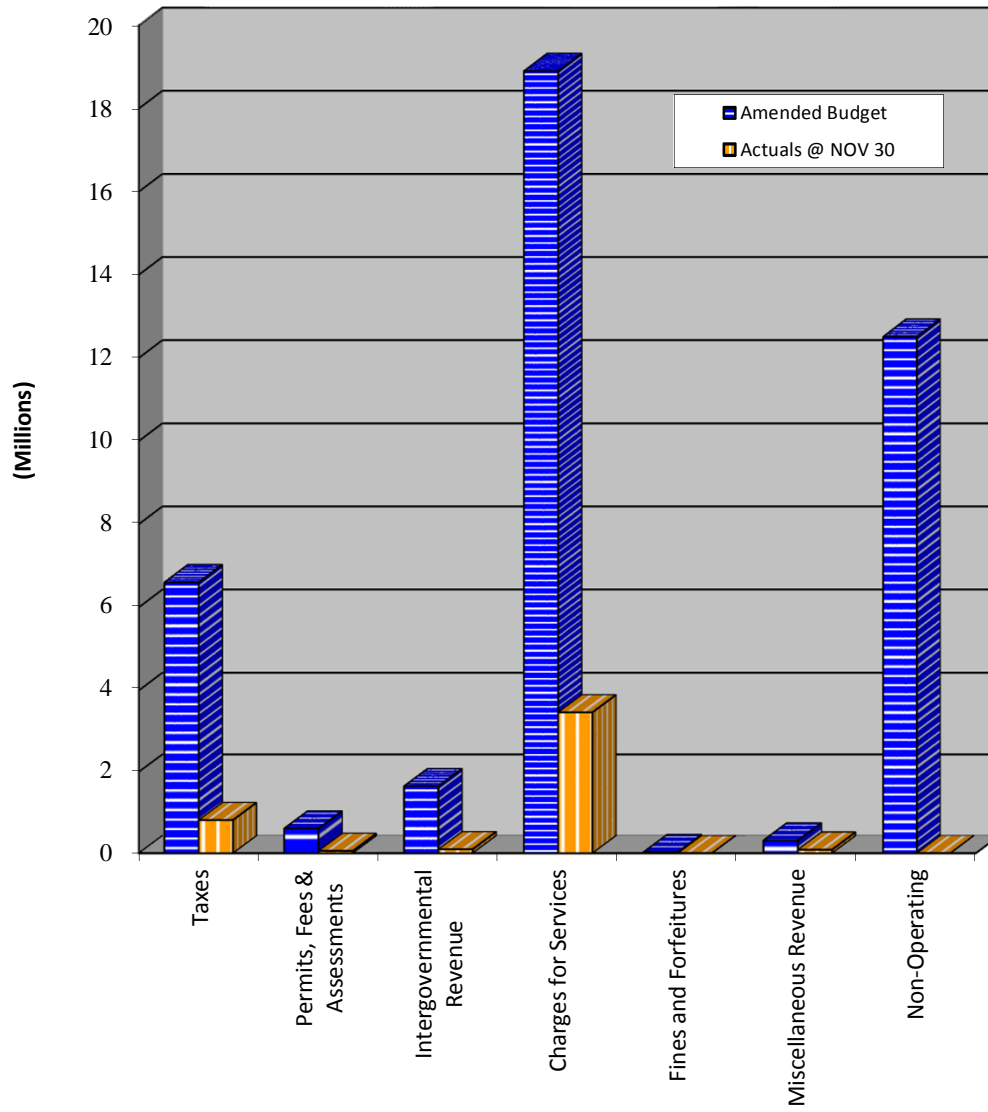
**ALL CITY FUNDS**

	<b>FY 17/18 APPROVED BUDGET</b>	<b>FY 17/18 AMENDED BUDGET</b>	<b>YEAR TO DATE FY 17/18</b>	<b>PERCENT OF BUDGET COLLECTED OR EXPENDED</b>
<b>REVENUES:</b>				
TAXES	6,597,089	6,597,089	813,680	12%
PERMITS, FEES & ASSESSMENTS	606,300	606,300	54,743	9%
INTERGOVERNMENTAL	1,646,066	1,646,066	95,748	6%
CHARGES FOR SERVICES	18,897,583	18,897,583	3,461,464	18%
FINES AND FORFEITURES	27,000	27,000	2,024	7%
MISCELLANEOUS REVENUE	314,460	314,460	87,017	28%
NON-OPERATING	12,503,723	12,503,723	0	0%
	<u>40,592,221</u>	<u>40,592,221</u>	<u>4,514,676</u>	<u>11%</u>

<b>EXPENSES:</b>				
GENERAL GOVERNMENT	9,473,480	9,473,480	2,060,794	22%
PUBLIC SAFETY	3,413,909	3,413,909	502,697	15%
ECONOMIC ENVIRONMENT	779,721	779,721	238,171	31%
PHYSICAL ENVIRONMENT	24,184,201	24,184,201	2,409,849	10%
TRANSPORTATION	967,090	967,090	109,927	11%
HUMAN SERVICES	0	0	0	0%
CULTURE & RECREATION	1,773,820	1,773,820	417,785	24%
	<u>40,592,221</u>	<u>40,592,221</u>	<u>5,739,223</u>	<u>14%</u>

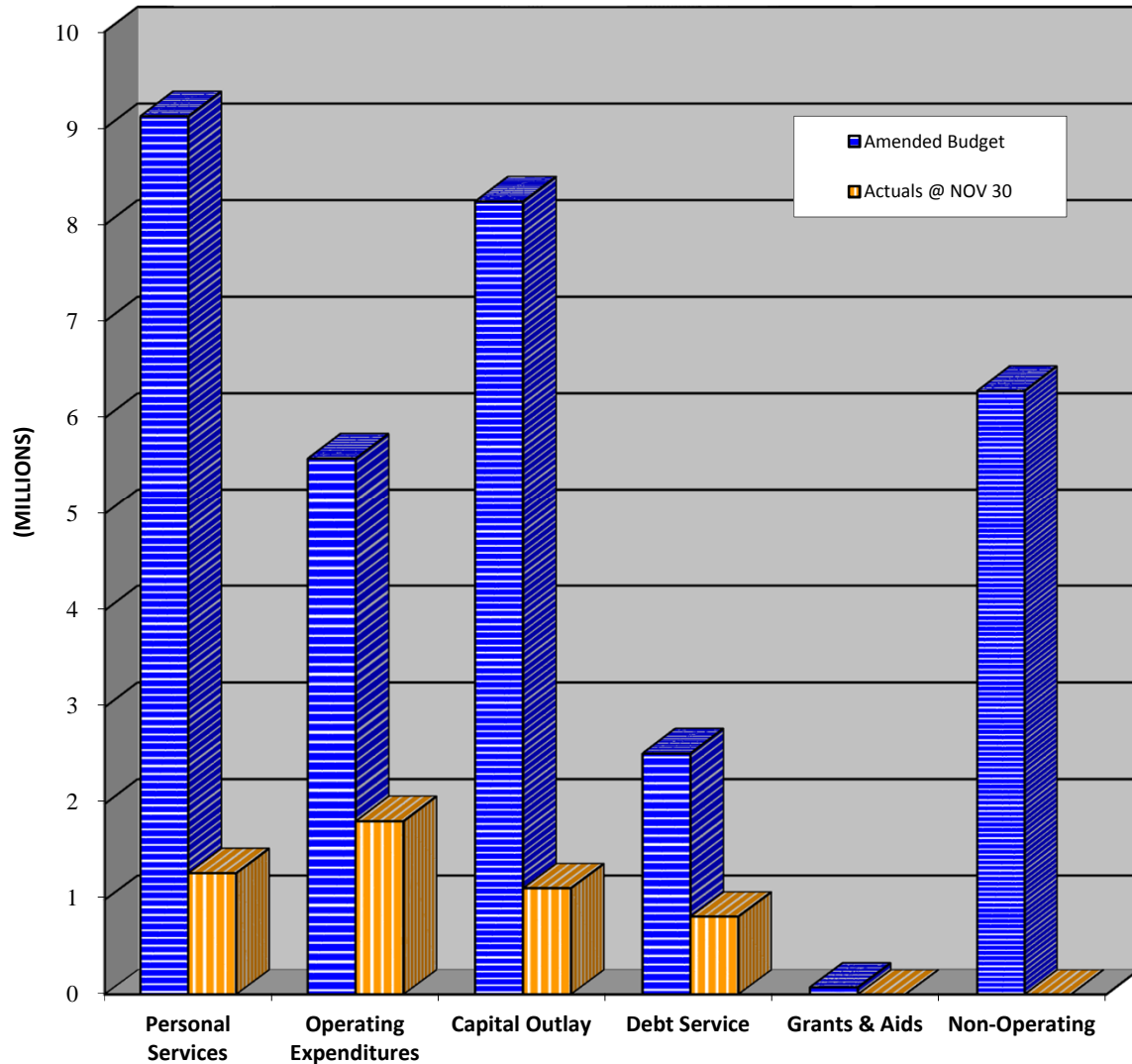
**MAJOR EXPENDITURE CATEGORIES:**

PERSONAL SERVICES	9,124,706	9,124,706	1,282,090	14%
OPERATING EXPENDITURES	5,580,823	5,580,123	1,821,169	33%
CAPITAL OUTLAY	8,241,067	8,241,767	1,123,041	14%
DEBT SERVICE	2,521,393	2,521,393	822,801	33%
GRANTS & AIDS	73,625	73,625	0	0%
NON-OPERATING	6,280,607	6,280,607	0	0%
POWER COSTS	8,770,000	8,770,000	690,122	8%
	<u>40,592,221</u>	<u>40,592,221</u>	<u>5,739,223</u>	<u>14%</u>



## Expenditures by Major Category All City Funds

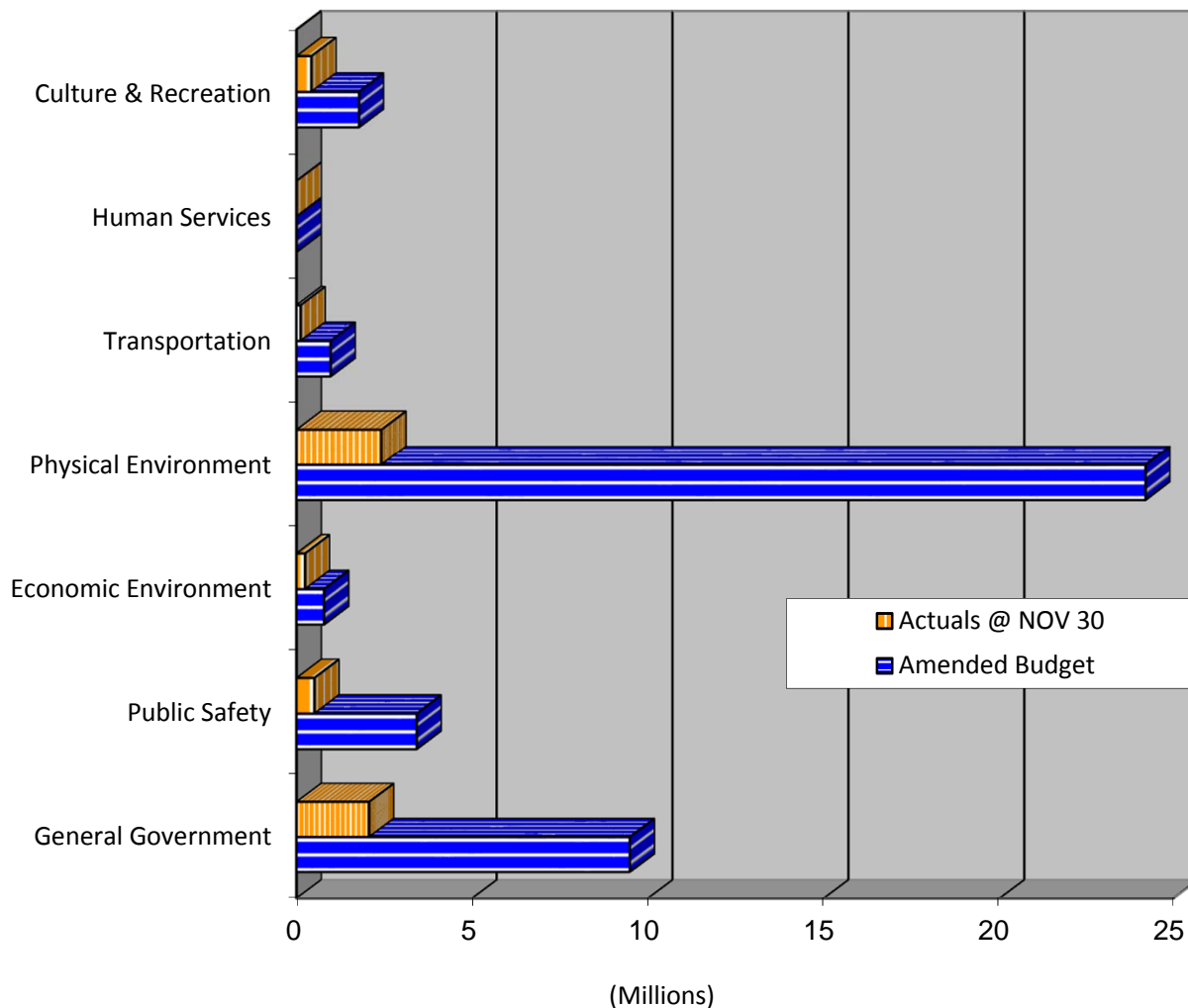
Overall, City expenditures and encumbrances are at 14% of budget for the period. The Personal Services category is at 14% of budget for the fiscal year. The Operating Expenditures category is at 33%, with encumbrances for legal and residential waste collection services of approximately \$722K. Capital Outlay is at 14%, Debt Service is 33%, Grants & Aids is 0% and Non-Operating Expenditures are at 0%. Encumbrances for future expenditures account for 32.7% (approx. \$1.7M) of the expense line total.



\* Encumbered activity are purchase orders that are reserved for payment, but have not been paid as of the report date.

### Budget Performance by Function All City Funds

Overall, expenditures are at 14% of budget with General Government expenses at 22%, Public Safety at 15%, Economic Environment at 31%, Physical Environment at 10% (Enterprise Funds, Water Collection and Distribution & residential waste collection services), Transportation at 11%, and Culture & Recreation at 24%.



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## INVESTMENTS AND CASH

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### **Purpose**

The purpose of this section is to report the City's cash and investment holdings at the end of each month. These funds are managed in accordance with the City's Investment Policies, which are designed to ensure the prudent management of public funds, the availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices.

### **Investment Objectives**

The foremost objective of the City's investment program is the safety of the principal of those funds within the portfolios. The portfolio is managed in a manner that funds are available to meet reasonably anticipated cash flow requirements in an orderly manner. The portfolio is designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. However, return on investment is insignificant in comparison to the safety and liquidity objectives described above. The City's core investments are limited to relatively low risk investment instruments in anticipation of earning fair return relative to the risk being assumed.

### **Defining Principal**

Principal, when dealing with investments can be defined as the original amount invested in a security.

### **Defining of Portfolio**

A portfolio can be defined as various investment instruments possessed by an individual or organization.

### **Defining Rate of Return on Investment**

The Rate of Return on Investment refers to the benefits (the profits) to an investor or organization relative to the cost of the initial investment. It is similar to the rate of profit as a measure of profitability.

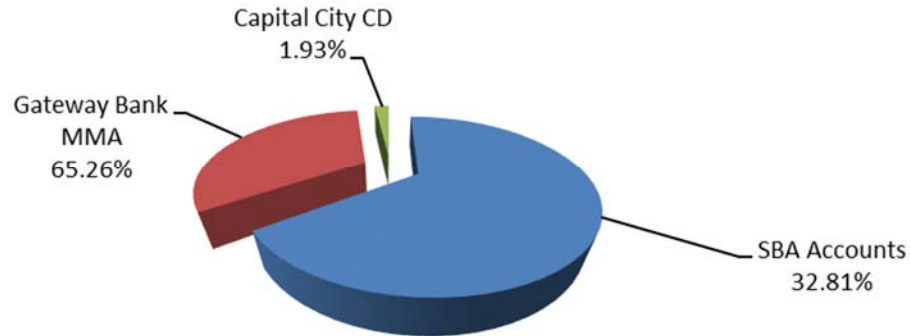
### **Conclusion**

The City's cash and investments are pursuant to Section 218.415, Florida Statutes as well as the City's own adopted Investment Policy. To ensure that the City's funds are effectively managed, the Finance Director and other appropriate staff shall annually complete eight (8) hours of continuing professional education in subjects or courses of study related to investment practices and products.

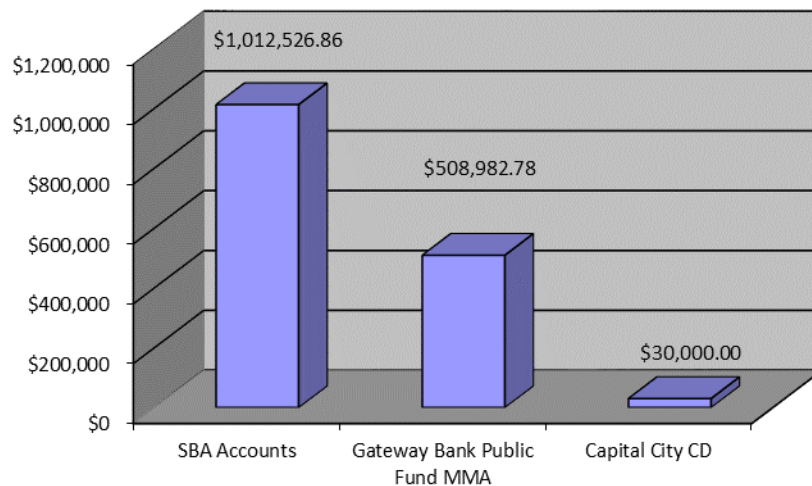
## INVESTMENTS AND CASH

As of November 30, 2017, the City's investment portfolio totaled **\$1,551,509.64**. The portfolio consists of: two State Board of Administration Investment Pool (SBA) accounts, one money market account and a certificate of deposit account. The graphs below illustrate the breakdown, by percentage, of each investment.

### CITY INVESTMENT PORTFOLIO BREAKDOWN AS OF NOVEMBER 30, 2017



### INVESTMENTS AS OF NOVEMBER 30, 2017



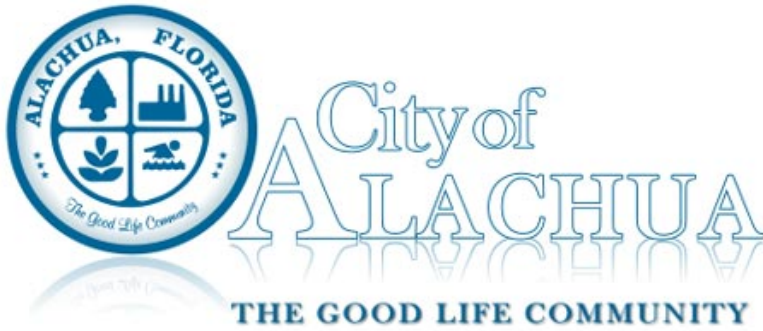
## INVESTMENTS AND CASH

As of November 30, 2017, the City had cash holdings in several accounts with Capital City Bank, CenterState Bank (formerly Gateway Bank) and Renasant Bank (formerly Alarion & Heritage) that totaled **\$18,980,071.97**. Each bank account has a specific purpose. The accounts are listed as follows:

- Main Operating account: This account is for the City's daily deposits (utility payments, grant revenue, etc.) and expenses (vendor payments, debt service payments, etc.).
- Payroll account: This account is for payroll-related expenses (salaries payable).
- Community Redevelopment Agency (CRA) account: This account is for deposits and expenses related to CRA activities.
- Police Forfeiture account: This account is for fines and forfeiture funds received by the Alachua Police Department. Expenditures from this account will not be permitted without Commission approval.
- Section 108 account: This account is for the pay-down of the City's Section 108 outstanding debt that was related to infrastructure within the City.
- Series 2016 Repayment: This account contains is intended to be utilized to make the annual Series 2016 Debt payments.
- Restricted Deposit account: This account is for utility customer deposits only.
- Series 2016 Projects: This account is for the proceeds and expenses related to the Series 2016 bonds.
- Explorer account: This account is for deposits and expenses related to Police Explorer activities.
- Heritage Oaks account: This account is for funds related to the completion of improvements to the Heritage Oaks subdivision Phase I.
- Project Legacy account: This account is for non-bond funded expenses related to Project Legacy.
- SRF Repayment Money Market account: This account is for the repayment of the State Revolving Fund (SRF) loan related to the construction of the waste water facility.

The bank account balances as of the end of the report period are as follows:

<b>Bank Account</b>	<b>November Balance</b>	<b>Percentage of Total</b>
Operating Account	\$15,810,003.68	83.30%
Payroll Account	\$9,624.91	0.05%
CRA Account	\$444,314.88	2.34%
Police Forfeiture Account	\$10,448.21	0.06%
Section 108 Account	\$28,702.69	0.15%
Project Legacy Account	\$0.00	0.00%
Series 2016 Repayment Account	\$137.98	0.00%
Deposit Account	\$1,692,634.75	8.92%
Series 2016 Projects	\$716,580.26	3.78%
Explorer Account	\$6,908.94	0.04%
SRF Repayment Account	\$31,690.97	0.17%
Heritage Oaks Account	\$229,024.70	1.21%
<b>TOTAL</b>	<b>\$18,980,071.97</b>	<b>100.00%</b>



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** Rural Advisor Nomination to the MTPO

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

**RECOMMENDED ACTION:**

Submit a nominee for Rural Advisor to the MTPO and authorize the necessary correspondence.

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### Summary

The Metropolitan Transportation Planning Organization (MTPO) recently amended its bylaws as it relates to the selection process of its Rural Advisor. A letter from MTPO Chair Charles S. Chestnut, IV dated Dec. 12, 2017, requested each municipality in Alachua County (other than the City of Gainesville) submit its Rural Advisor nominee to the MTPO by Jan. 31, 2018.

Former City Commissioner of Archer Doug Jones has been serving as the Rural Advisor on the MTPO. He has notified the municipalities that he is still interested in continuing to serve in this capacity. The City Commission has full discretion in choosing its nominee.

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### **ATTACHMENTS:**

Description

- MTPO Letter Dated 12-12-17





**North  
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Florida  
Regional  
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Council**

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2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

December 12, 2017

The Honorable Gib Coerper, Mayor  
City of Alachua  
P.O. Box 9  
Alachua, FL 32616

RE: Rural Advisor Nominations to the Metropolitan Transportation Planning Organization

Dear Mayor Coerper:

At its meeting on December 4, 2017, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area amended its Bylaws for changes to agreements, documents and statutory citations. The Metropolitan Transportation Planning Organization also discussed the selection process of its Rural Advisor and amended its Bylaws as follows:

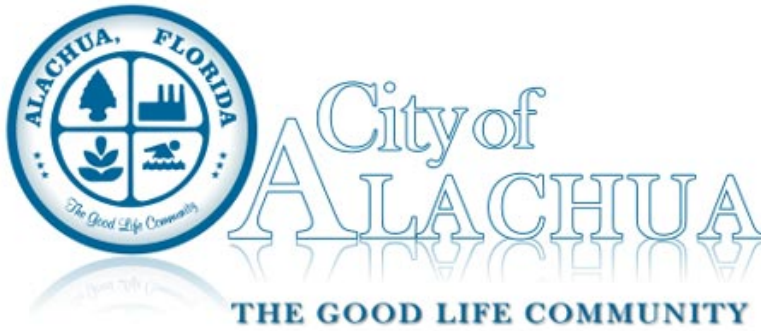
*Rural Advisor to be appointed by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area from among nominees submitted by the municipal governing bodies in Alachua County located in whole or part outside the Gainesville Metropolitan Area consisting of the City of Alachua, City of Archer, City of Hawthorne, City of High Springs, City of Newberry, City of Waldo, Town of La Crosse and Town of Micanopy.*

**Please submit the name of your nominee to Scott R. Koons, Executive Director, 2009 NW 67th Place, Gainesville, FL 32653 by January 31, 2018.** If you have any questions concerning this matter, contact Mr. Koons at 352.955.2200, extension 101.

Sincerely,

Charles S. Chestnut, IV, Chair  
Metropolitan Transportation Planning Organization  
for the Gainesville Urbanized Area





## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** Ordinance 18-05, First Reading: Land Development Regulations (LDR) Text Amendment - A request by the City of Alachua to amend the LDRs to coordinate the City's floodplain management regulations with the Florida Building Code; to amend Section 2.4.7, Variance Permits; to amend Section 2.4.15, Certificate of LDR Compliance; to repeal Section 6.9.4, Floodprone Area Standards; to adopt a new Section 6.9.4, Floodprone Area Standards, to adopt flood hazard maps and to designate a floodplain administrator; and to modify Section 10.2, Definitions, to amend, delete, and add definitions related to the regulations established in new Section 6.9.4, Floodprone Area Standards (Legislative Hearing).

**PREPARED BY:** Justin Tabor, AICP

**RECOMMENDED ACTION:**

Staff recommends that the City Commission find the proposed Text Amendments to the City's Land Development Regulations (LDRs) to be consistent with the City of Alachua Comprehensive Plan and in compliance with the City's LDRs and:

1. Approve Ordinance 18-05 on first reading; and,
  2. Schedule second and final reading of Ordinance 18-05 for February 12, 2018.
- 

### Summary

The Florida Department of Emergency Management (FDEM), which is the State agency responsible for the implementation of mitigation strategies to reduce or eliminate the loss of life and property by lessening the impacts of disasters, including floodplain management and mitigation, contacted City Staff and requested adoption of the FDEM model ordinance for floodplain management. The FDEM model ordinance is coordinated with the requirements of the Florida Building Code (FBC), and is intended to implement local floodplain regulations which are consistent with the FBC.

FDEM and the Federal Emergency Management Agency (FEMA) have worked together to develop the FDEM model floodplain ordinance, which has been recognized by FEMA as meeting the requirements of the National Flood Insurance Program (NFIP). The City has been a participant of NFIP since 1994. As such, adoption of regulations implementing the FDEM model ordinance ensures the City remains compliant with NFIP requirements. Included within Exhibit "A" of the Staff Report (attached hereto) is a letter from FEMA to FDEM acknowledging that the flood resistant flood requirements of the FBC and the FDEM model floodplain ordinance are compliance with NFIP requirements.

City Staff has worked with FDEM to ensure that the regulations found within the model floodplain ordinance are tailored to fit within the structure and organization of the City's LDRs. FDEM has verified that the proposed amendment will accomplish this objective.

On January 9, 2018, the Planning & Zoning Board (PZB) held a public hearing on the proposed text amendments to the City's LDRs. Following the close of the public hearing, the PZB voted 5-0 to find the proposed Text Amendments to the City's LDRs consistent with the City of Alachua Comprehensive Plan and in compliance with the City's LDRs and to transmit such finding to the City Commission with a recommendation to approve. Draft minutes of the January 9, 2018 PZB Meeting are included within the materials attached to this item.

meeting are included within the materials attached to this item.

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**ATTACHMENTS:**

Description

- ▢ Ordinance 18-05
- ▢ Staff Report
- ▢ Exhibit "A" to Staff Report: Staff Supporting Application Materials
- ▢ 1/9/18 PZB Public Notice Materials
- ▢ Draft Minutes - 1/9/19 PZB Meeting
- ▢ 1/22/18 City Commission Public Notice Materials

**ORDINANCE 18-05**

**AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF SUBPART B, LAND DEVELOPMENT REGULATIONS (“LDRS”), OF THE CITY’S CODE OF ORDINANCES, AND RELATING TO THE AMENDMENT OF SUBPART A, GENERAL ORDINANCES, CHAPTER 8, OF THE CITY’S CODE OF ORDINANCES; ADOPTING PROCEDURES AND CRITERIA FOR DEVELOPMENT IN FLOOD HAZARD AREAS AND FOR OTHER PURPOSES; AMENDING SECTION 2.4.7, VARIANCE PERMITS; AMENDING SECTION 2.4.15, CERTIFICATE OF LDR COMPLIANCE; REPEALING SECTION 6.9.4, FLOODPRONE AREA STANDARDS; ADOPTING A NEW SECTION 6.9.4, FLOODPRONE AREA STANDARDS, ADOPTING FLOOD HAZARD MAPS AND DESIGNATING A FLOODPLAIN ADMINISTRATOR; MODIFYING SECTION 10.2, DEFINITIONS, TO AMEND, DELETE, AND ADD DEFINITIONS RELATED TO THE REGULATIONS ESTABLISHED IN THE NEW SECTION 6.9.4, FLOODPRONE AREA STANDARDS; AMENDING SUBPART A, CHAPTER 8, SECTION 8-29, OF THE CITY’S CODE OF ORDINANCES; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

**WHEREAS**, the Legislature of the State of Florida has, in Chapter 166 — Municipalities, Florida Statutes, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

**WHEREAS**, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of the City of Alachua and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

**WHEREAS**, the City of Alachua was accepted for participation in the National Flood Insurance Program on February 21, 1994 and the City Commission of the City of Alachua desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60, necessary for such participation; and

**WHEREAS**, Chapter 553, Florida Statutes, was adopted by the Florida Legislature to provide a mechanism for the uniform adoption, updating, amendment, interpretation and enforcement of a state building code, called the *Florida Building Code*; and

**WHEREAS**, the City Commission of the City of Alachua previously adopted requirements to limit partitioning of and access to enclosed areas below elevated buildings in flood hazard areas prior to July 1, 2010 and, pursuant to Section 553.73(5), Florida Statutes, is formatting that requirement to coordinate with the *Florida Building Code*;

**WHEREAS**, the City Commission of the City of Alachua has determined that it is in the public interest to adopt the proposed floodplain management regulations that are coordinated with the *Florida Building Code*.

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

**Section 1. Interpretation of Recitals**

The above recitals are true and correct and incorporated in this ordinance.

**Section 2. Findings of Fact and Conclusions of Law**

The authority for the enactment of this ordinance is Chapter 163, Part I, Florida Statutes; Sections 166.021 and 166.041; and the City's Comprehensive Plan.

**Section 3. Amendments to the Subpart B, Land Development Regulations, of the City's Code of Ordinances**

The amendments to Subpart B, Land Development Regulations, of the City's Code of Ordinances are attached as Exhibit "A" and are hereby incorporated herein by reference.

**Section 4. Local Technical Amendments to Subpart A, Chapter 8, Section 8-29 of the City's Code of Ordinances, Relating to the *Florida Building Code, Residential* and to the *Florida Building Code, Building***

The local technical amendments to Subpart A, Chapter 8, Section 8-29 of the City's Code of Ordinances, relating to the *Florida Building Code, Residential* and to the *Florida Building Code, Building* are attached as Exhibit "B" and are hereby incorporated herein by reference.

**Section 5. Fiscal Impact Statement**

In terms of design, plan application review, construction and inspection of buildings and structures, the cost impact as an overall average is negligible in regard to the local technical amendments attached as Exhibit "B" and hereby incorporated herein by reference because all development has been subject to the requirements of the local floodplain management ordinance adopted for participation in the National Flood Insurance Program. In terms of lower potential for flood damage, there will be continued savings and benefits to consumers.

**Section 6. Applicability**

For the purposes of jurisdictional applicability, this ordinance shall apply in the City of Alachua. This ordinance shall apply to all applications for development, including building permit applications and subdivision proposals, submitted on or after the effective date of this ordinance

**Section 7. Inclusion into the City of Alachua Code of Ordinances**

It is the intent of the City Commission of the City of Alachua that the provisions of this ordinance shall become and be made a part of the City of Alachua Code of Ordinances, and that the sections of this ordinance may be renumbered or relettered and the word "ordinance" may be changed to "section," "article," "regulation," or such other appropriate word or phrase in order to accomplish such intentions.

**Section 8. Codification of and Correction of Scrivener's Errors**

The City Manager or designee, without public hearing, is authorized to correct any typographical errors which do not affect the intent of this ordinance. A corrected copy shall be posted in the public record.

**Section 9. Ordinance to be Construed Liberally**

This ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed to be in the best interest of the public health, safety, and welfare of the citizens and residents of the City of Alachua, Florida.

**Section 10. Repealing Clause**

All ordinances or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

**Section 11. 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 ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by any court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this ordinance, and the remainder of the ordinance after the exclusions of such part or parts shall be deemed to be valid.

**Section 12. Effective Date**

This ordinance shall take effect immediately upon its adoption by the City Commission and the signature of the Mayor.

Passed on First Reading the 22<sup>nd</sup> day of January 2018.

PASSED and ADOPTED, in regular session, with a quorum present and voting, by the City Commission, upon second and final reading this 12<sup>th</sup> day of February 2018.

CITY COMMISSION OF THE  
CITY OF ALACHUA, FLORIDA

\_\_\_\_\_  
Gib Coerper, Mayor  
**SEAL**

**ATTEST:**

**APPROVED AS TO FORM**

\_\_\_\_\_  
Traci L. Gresham, City Manager/Clerk

\_\_\_\_\_  
Marian B. Rush, City Attorney

## EXHIBIT “A”

Section 2.4.7 of the City’s LDRs is amended to read as follows (text that is underlined is to be added and text that is shown as ~~strikethrough~~ is to be removed). Except as amended herein, the remainder of Section 2.4.7 remains in full force and effect:

### 2.4.7 Variance permits.

- (A) *Overview.* These LDRs include ~~two~~three types of variance permits: zoning variance permits (Subsection 2.4.7(C) of this section); ~~and~~ subdivision variance permits (Subsection 2.4.7(D) of this section); and floodplain development variances (Section 2.4.7(E) of these LDRs).
- (B) *Purpose.* The purpose of a variance is to allow certain deviations from the standards of these LDRs, including variance from the dimensional zoning standards (such as height, parking, landscaping, lot dimensions, and signage standards), and subdivision standards (such as deviations from subdivision layout or public improvement standards) when the applicant demonstrates that, owing to special circumstances or conditions beyond the applicant's control (such as exceptional topographical conditions, narrowness, shallowness, or the shape of a specific parcel of land), the literal application of the standards in these LDRs would result in undue and unique hardship to the landowner and the deviation would not be contrary to the public interest.
- (E) *Floodplain development variances.* The procedures and requirements for submission and review of an application for a floodplain development variance are established in Section 6.9.4(G), Floodplain development variances and appeals, of these LDRs.

Section 2.4.15 of the City’s LDRs is amended to read as follows (text that is underlined is to be added and text that is shown as ~~strikethrough~~ is to be removed). Except as amended herein, the remainder of Section 2.4.15 remains in full force and effect:

### 2.4.15 Certificate of LDR compliance.

- (A) *Purpose.* A certificate of LDR compliance shall be required in accordance with the provisions of this section in order to ensure that proposed development complies with the standards of these LDRs, and to otherwise protect the public health, safety, and welfare of the citizens of the City.
- (B) *Applicability.* The requirements of this section shall apply to any development that requires a building permit, ~~and~~ any change of use, and for any buildings, structures or facilities for which a floodplain development permit or approval is required by Section 6.9.4(D)(3) of these LDRs.
- (C) *Certificate of LDR compliance requirement.* No building permit shall be issued, ~~or~~ change of use occur, or development occur wholly or partially within any flood hazard area when a floodplain development permit or approval is required by Section 6.9.4 of these LDRs without approval of a certificate of LDR compliance by the LDR Administrator in accordance with this section.
- (G) *Expiration.* When a building permit is required, such building permit shall be issued within six months of the date of issuance of the certificate of LDR compliance. If a building permit is not issued within six months of the date of issuance of the certificate of LDR compliance a certificate of occupancy shall not be issued, and the certificate of LDR compliance shall expire and be void.

Section 6.9.4 is repealed in its entirety and replaced as follows:

6.9.4 Floodprone area standards.

(A) General.

- (1) Title. This subsection shall be known as the *Floodprone Area Standards* of the City of Alachua, hereinafter referred to as “these regulations”, “this subsection”, or “Section 6.9.4”.
- (2) Scope. The provisions of this subsection shall apply to all development that is wholly within or partially within any flood hazard area, including but not limited to the subdivision of land; filling, grading, and other site improvements and utility installations; construction, alteration, remodeling, enlargement, improvement, replacement, repair, relocation or demolition of buildings, structures, and facilities that are exempt from the *Florida Building Code*, as amended; placement, installation, or replacement of manufactured homes and manufactured buildings; installation or replacement of tanks; placement of recreational vehicles; installation of swimming pools; and any other development. Section 6.9.4(J)(1) and Section 6.9.4 (K)(4) shall apply to areas outside of the flood hazard area established in Section 6.9.4(B)(3).
- (3) Purpose. The purposes of this subsection and the flood load and flood resistant construction requirements of the *Florida Building Code*, as amended, are to establish minimum requirements to safeguard the public health, safety, and general welfare and to minimize public and private losses due to flooding through regulation of development in flood hazard areas to:
  - (a) Minimize unnecessary disruption of commerce, access and public service during times of flooding;
  - (b) Require the use of appropriate construction practices in order to prevent or minimize future flood damage;
  - (c) Manage filling, grading, dredging, mining, paving, excavation, drilling operations, storage of equipment or materials, and other development which may increase flood damage or erosion potential;
  - (d) Manage the alteration of flood hazard areas, watercourses, and shorelines to minimize the impact of development on the natural and beneficial functions of the floodplain;
  - (e) Minimize damage to public and private facilities and utilities;
  - (f) Help maintain a stable tax base by providing for the sound use and development of flood hazard areas;
  - (g) Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events;
  - (h) Meet the requirements of the National Flood Insurance Program for community participation as set forth in the Title 44 Code of Federal Regulations, Section 59.22
  - (i) Protect the hydraulic characteristics of the small watercourses, including gulches, sloughs and artificial water channels used for conveying floodwaters; and,



(j) Protect individuals from purchasing flood prone lands for purposes that are not suitable.

(4) Coordination with the Florida Building Code. This subsection is intended to be administered and enforced in conjunction with the *Florida Building Code*, as amended. Where cited, ASCE 24 refers to the edition of the standard that is referenced by the *Florida Building Code*, as amended.

(5) Warning. The degree of flood protection required by this subsection and the *Florida Building Code*, as amended by the City and from time-to-time, is considered the minimum reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. This subsection does not imply that land outside of mapped special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage. The flood hazard areas and base flood elevations contained in the Flood Insurance Study and shown on Flood Insurance Rate Maps and the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60 may be revised by the Federal Emergency Management Agency ("FEMA"), requiring the City to revise these regulations to remain eligible for participation in the National Flood Insurance Program. No guaranty of vested use, existing use, or future use is implied or expressed by compliance with this subsection.

(6) Disclaimer of Liability. This subsection shall not create liability on the part of the City Commission of the City of Alachua or by any officer or employee thereof for any flood damage that results from reliance on or compliance with this subsection or any administrative decision lawfully made thereunder.

(B) Applicability.

(1) General. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

(2) Areas to which this subsection applies. This subsection shall apply to all flood hazard areas within the City of Alachua, as established in Section 6.9.4(B)(3).

(3) Basis for establishing flood hazard areas. The Flood Insurance Study for Alachua County, Florida and Incorporated Areas dated June 16, 2006, and all subsequent amendments and revisions, and the accompanying Flood Insurance Rate Maps (FIRM), and all subsequent amendments and revisions to such maps, are adopted by reference as a part of this subsection and shall serve as the minimum basis for establishing flood hazard areas. Studies and maps that establish flood hazard areas are on file in the Planning & Community Development Department.

(4) Submission of additional data to establish flood hazard areas. To establish flood hazard areas and base flood elevations, pursuant to Section 6.9.4(E) the Floodplain Administrator may require submission of additional data. Where field surveyed topography prepared by a Florida licensed professional surveyor or digital topography accepted by the City indicates that ground elevations:

(a) Are below the closest applicable base flood elevation, even in areas not delineated as a special flood hazard area on a FIRM, the area shall be considered as flood hazard area and subject to the requirements of this subsection and, as applicable, the requirements of the *Florida Building Code*, as amended.

(b) Are above the closest applicable base flood elevation, the area shall be regulated as special flood hazard area unless the owner or owner's authorized agent (the "applicant") obtains a Letter of Map Change that removes the area from the special flood hazard area.

- (5) Other laws. The provisions of this subsection shall not be deemed to nullify any provisions of local, state or federal law.
- (6) Abrogation and greater restrictions. These regulations supersede any ordinances or regulations previously in effect for management of development in flood hazard areas. However, it is not intended to repeal or abrogate any existing ordinances including but not limited to these LDRs, zoning ordinances, stormwater management regulations, or the *Florida Building Code*, as amended. In the event of a conflict between the requirements of this subsection and any other ordinances, the more restrictive shall govern. These regulations shall not impair any deed restriction, covenant or easement, but any land that is subject to such interests shall also be governed by this subsection.
- (7) Interpretation. In the interpretation and application of this subsection, all provisions shall be:
  - (a) Considered as minimum requirements;
  - (b) Liberal construed in favor of the governing body; and
  - (c) Deemed neither to limit nor repeal any other powers granted under state statutes.

(C) Duties and powers of the floodplain administrator.

- (1) Designation. The LDR Administrator is designated as the Floodplain Administrator. The Floodplain Administrator may delegate performance of certain duties to other employees.
- (2) General. The Floodplain Administrator is authorized and directed to administer and enforce the provisions of this subsection. The Floodplain Administrator shall have the authority to render interpretations of this subsection consistent with the intent and purpose of this subsection and may establish policies and procedures in order to clarify the application of its provisions. Such interpretations shall be made pursuant to Section 2.4.19, Interpretation by LDR Administrator. Such interpretations, policies, and procedures shall not have the effect of waiving requirements specifically provided in this subsection without the granting of a floodplain development variance pursuant to Section 6.9.4(G).
- (3) Applications, permits, and approvals. The Floodplain Administrator, in coordination with other pertinent offices of the City, shall:
  - (a) Review applications and plans to determine whether proposed new development will be located in flood hazard areas;
  - (b) Review applications for modification of any existing development in flood hazard areas for compliance with the requirements of this subsection;
  - (c) Interpret flood hazard area boundaries where such interpretation is necessary to determine the exact location of boundaries; a person contesting the determination shall have the opportunity to appeal the interpretation;
  - (d) Provide available flood elevation and flood hazard information;
  - (e) Determine whether additional flood hazard data shall be obtained from other sources or shall be developed by an applicant;
  - (f) Review applications to determine whether proposed development will be reasonably safe from flooding;

- (g) Issue floodplain development permits or approvals for development other than buildings and structures that are subject to the *Florida Building Code*, as amended, including buildings, structures and facilities exempt from the *Florida Building Code*, as amended, when compliance with this subsection is demonstrated, or disapprove the same in the event of noncompliance; and
- (h) Coordinate with and provide comments to the Building Official to assure that applications, plan reviews, and inspections for buildings and structures in flood hazard areas comply with the applicable provisions of this subsection.
- (4) *Substantial improvement and substantial damage determinations.* For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Building Official, shall:
  - (a) Estimate the market value of the building or structure using the building value less any miscellaneous improvements or accessory structures from the appraised value as assessed by the Alachua County Property Appraiser's office, plus 20 percent before the start of construction of the proposed work, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made;
  - (b) Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure. Upon the request of the Floodplain Administrator, the applicant shall provide a detailed valuation of all labor and materials for the construction project and all costs necessary to evaluate the substantial improvement and substantial damage requirements;
  - (c) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; and,
  - (d) Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the *Florida Building Code*, as amended, and this subsection is required.
- (5) *Modifications of the strict application of the requirements of the Florida Building Code.* The Floodplain Administrator shall review requests submitted to the Building Official that seek approval to modify the strict application of the flood load and flood resistant construction requirements of the *Florida Building Code*, as amended, to determine whether such requests require the granting of a floodplain development variance pursuant to Section 6.9.4(G).
- (6) *Notices and orders.* The Floodplain Administrator shall coordinate with appropriate local agencies for the issuance of all necessary notices or orders to ensure compliance with this subsection.
- (7) *Inspections.* The Floodplain Administrator shall make the required inspections as specified in Section 6.9.4(F) for development that is not subject to the *Florida Building Code*, as amended,

including buildings, structures and facilities exempt from the *Florida Building Code*, as amended. The Floodplain Administrator shall inspect flood hazard areas to determine if development is undertaken without issuance of a permit.

(8) *Other duties of the Floodplain Administrator.* The Floodplain Administrator shall have other duties, including but not limited to:

- (a) Establish, in coordination with the Building Official, procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 6.9.4(C)(4);
- (b) Require that applicants proposing alteration of a watercourse notify adjacent communities and the Florida Division of Emergency Management, State Floodplain Management Office, and submit copies of such notifications to FEMA;
- (c) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps if the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available;
- (d) Review required design certifications and documentation of elevations specified by this subsection and the *Florida Building Code*, as amended, to determine that such certifications and documentations are complete; and
- (e) Notify FEMA when the corporate boundaries of the City of Alachua are modified. stopped here

(9) *Floodplain management records.* Regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of this subsection and the flood resistant construction requirements of the *Florida Building Code*, as amended, including Flood Insurance Rate Maps; Letters of Map Change; records of issuance of permits or approval and denial of permits or approvals; determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required design certifications and documentation of elevations specified by the *Florida Building Code*, as amended, and this subsection; notifications to adjacent communities, FEMA, and the state related to alterations of watercourses; assurances that the flood carrying capacity of altered watercourses will be maintained; documentation related to appeals and variances from floodplain development requirements, including justification for issuance or denial; and records of enforcement actions taken pursuant to this subsection and the flood resistant construction requirements of the *Florida Building Code*, as amended. These records shall be available for public inspection in the Planning & Community Development Department.

(D) *Permits or approvals.*

(1) *Permits or approvals required.* Any applicant who intends to undertake any development activity within the scope of this subsection, including buildings, structures and facilities exempt from the *Florida Building Code*, as amended, which is wholly within or partially within any flood hazard area shall first make application to the Floodplain Administrator, and the Building Official if applicable, and shall obtain the required permit(s) or approval(s). No such permit or approval shall be issued until

compliance with the requirements of this subsection and all other applicable codes and regulations has been satisfied.

(2) Floodplain development permits or approvals. Floodplain development permits or approvals shall be issued pursuant to this subsection for any development activities not subject to the requirements of the Florida Building Code, as amended, including buildings, structures and facilities exempt from the Florida Building Code, as amended. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

(3) Buildings, structures and facilities exempt from the Florida Building Code. Pursuant to the requirements of federal regulation for participation in the National Flood Insurance Program (44 C.F.R. Sections 59 and 60), floodplain development permits or approvals shall be required for the following buildings, structures and facilities that are exempt from the Florida Building Code, as amended, and any further exemptions provided by law, which are subject to the requirements of this subsection:

- (a) Railroads and ancillary facilities associated with the railroad;
- (b) Nonresidential farm buildings on farms, as provided in Section 604.50, Florida Statutes;
- (c) Temporary buildings or sheds used exclusively for construction purposes;
- (d) Mobile or modular structures used as temporary offices;
- (e) Those structures or facilities of electric utilities, as defined in Section 366.02, Florida Statutes, which are directly involved in the generation, transmission, or distribution of electricity;
- (f) Chickees constructed by the Miccosukee Tribe of Indians of Florida or the Seminole Tribe of Florida. As used in this paragraph, the term “chickee” means an open-sided wooden hut that has a thatched roof of palm or palmetto or other traditional materials, and that does not incorporate any electrical, plumbing, or other non-wood features;
- (g) Family mausoleums not exceeding 250 square feet in area which are prefabricated and assembled on site or preassembled and delivered on site and have walls, roofs, and a floor constructed of granite, marble, or reinforced concrete;
- (h) Temporary housing provided by the Department of Corrections to any prisoner in the state correctional system; or,
- (i) Structures identified in Section 553.73(10)(k), Florida Statutes, are not exempt from the Florida Building Code, as amended, if such structures are located in flood hazard areas established on Flood Insurance Rate Maps.

(4) Application for a permit or approval. To obtain a floodplain development permit or approval the applicant shall first file an application in writing on a form furnished by the City. The information provided shall:

- (a) Identify and describe the development to be covered by the permit or approval.



- (b) Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
  - (c) Indicate the use and occupancy for which the proposed development is intended.
  - (d) Be accompanied by a site plan or construction documents as specified in Section 6.9.4(E).
  - (e) State the valuation of the proposed work.
  - (f) Be signed by the applicant.
  - (g) Give such other data and information as required by the Floodplain Administrator.
- (5) Validity of permit or approval. The issuance of a floodplain development permit or approval for development located in a flood hazard area pursuant to this subsection shall not be construed to be a permit for, or approval of, any violation of this subsection, the *Florida Building Code*, as amended, or any other ordinances or regulations of the City. The issuance of permits or approvals based on submitted applications, construction documents, and information shall not prevent the Floodplain Administrator from requiring the correction of errors and omissions.
- (6) Expiration. Approval for development located in a flood hazard area shall become invalid unless the work authorized by such permit or approval is commenced within 180 days after its issuance, or if the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions for periods of not more than 180 days each shall be submitted to the LDR Administrator in writing and good cause shall be demonstrated.
- (7) Suspension or revocation. The Floodplain Administrator is authorized to suspend or revoke a floodplain development permit or approval if the permit or approval was issued in error, on the basis of incorrect, inaccurate or incomplete information, or in violation of this subsection or any other ordinance, regulation or requirement of the City.
- (8) Other permits or approvals required. Floodplain development permits or approvals shall include a condition that all other applicable state or federal permits be obtained before commencement of the permitted development, including but not limited to the following:
- (a) The Suwannee River Water Management District; Section 373.036, Florida Statutes.
  - (b) Florida Department of Health for onsite sewage treatment and disposal systems; Section 381.0065, Florida Statutes, and Chapter 64E-6, Florida Administrative Code.
  - (c) Florida Department of Environmental Protection for activities subject to the Joint Coastal Permit; Section 161.055, Florida Statutes.
  - (d) Florida Department of Environmental Protection for activities that affect wetlands and alter surface water flows, in conjunction with the U.S. Army Corps of Engineers; Section 404 of the Clean Water Act.
  - (e) Federal permits and approvals.

(E) Site plans and construction documents.

(1) Information for development in flood hazard areas. The site plan or construction documents for any development subject to the requirements of this subsection shall be drawn to scale and shall include, as applicable to the proposed development:

- (a) Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations if necessary for review of the proposed development.
- (b) Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 6.9.4(E)(2)(b) or Section 6.9.4(E)(2)(c).
- (c) Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and the base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 6.9.4(E)(2)(a).
- (d) Location of the proposed activity and proposed structures, and locations of existing buildings and structures.
- (e) Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
- (f) Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose.
- (g) Existing and proposed alignment of any proposed alteration of a watercourse.
- (h) The Floodplain Administrator is authorized to waive the submission of site plans, construction documents, and other data that are required by this subsection but that are not required to be prepared by a registered design professional if it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance with this subsection.

(2) Information in flood hazard areas without base flood elevations (approximate Zone A). Where flood hazard areas are delineated on the FIRM and base flood elevation data have not been provided, the Floodplain Administrator shall:

- (a) Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices.
- (b) Obtain, review, and provide to applicants base flood elevation and floodway data available from a federal or state agency or other source, such as the U.S. Army Corps of Engineers or the Suwannee River Water Management District, or require the applicant to obtain and use base flood elevation and floodway data available from a federal or state agency or other source.
- (c) Where base flood elevation and floodway data are not available from another source, where the available data are deemed by the Floodplain Administrator to not reasonably reflect

flooding conditions, or where the available data are known to be scientifically or technically incorrect or otherwise inadequate:

- i. Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices; or
- ii. Specify that the base flood elevation is four (4) feet above the highest adjacent grade at the location of the development, provided there is no evidence indicating flood depths have been or may be greater than two (2) feet.
- iii. Where the base flood elevation data are to be used to support a Letter of Map Change from FEMA, advise the applicant that the analyses shall be prepared by a Florida licensed engineer in a format required by FEMA, and that it shall be the responsibility of the applicant to satisfy the submittal requirements and pay the processing fees.

(3) Additional analyses and certifications. As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall submit the following analyses signed and sealed by a Florida licensed engineer at such time the site plan and construction documents are submitted to the City:

- (a) For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 6.9.4(E)(4) and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.
- (b) For development activities proposed to be located in a riverine flood hazard area for which base flood elevations are included in the Flood Insurance Study or on the FIRM and floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments, will not increase the base flood elevation more than one (1) foot at any point within the City. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.
- (c) For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained in a manner which preserves the channel's flood-carrying capacity; the applicant shall submit the analysis to FEMA as specified in Section 6.9.4(E)(4).

(4) Submission of additional data. When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant has the right to seek a Letter of Map Change from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a Florida licensed engineer in a format



required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

(F) *Inspections.*

- (1) *General.* Development for which a floodplain development permit or approval is required shall be subject to inspection.
- (2) *Development other than buildings and structures.* The Floodplain Administrator shall inspect all development to determine compliance with the requirements of this subsection and the conditions of issued floodplain development permits or approvals.
- (3) *Buildings, structures and facilities exempt from the Florida Building Code.* The Floodplain Administrator shall inspect buildings, structures and facilities exempt from the *Florida Building Code*, as amended, to determine compliance with the requirements of this subsection and the conditions of issued floodplain development permits or approvals.
- (4) *Buildings, structures and facilities exempt from the Florida Building Code, lowest floor inspection.* Upon placement of the lowest floor, including basement, and prior to further vertical construction, the owner of a building, structure or facility exempt from the *Florida Building Code*, as amended, or the owner's authorized agent, shall submit to the Floodplain Administrator:
  - (a) *If a design flood elevation was used to determine the required elevation of the lowest floor, the certification of elevation of the lowest floor prepared and sealed by a Florida licensed professional surveyor; or*
  - (b) *If the elevation used to determine the required elevation of the lowest floor was determined in accordance with Section 6.9.4(E)(2)(c)(ii), the documentation of height of the lowest floor above highest adjacent grade, prepared by the owner or the owner's authorized agent.*
- (5) *Buildings, structures and facilities exempt from the Florida Building Code, final inspection.* As part of the final inspection, the owner or owner's authorized agent shall submit to the Floodplain Administrator a final certification of elevation of the lowest floor or final documentation of the height of the lowest floor above the highest adjacent grade; such certifications and documentations shall be prepared as specified in Section 6.9.4(F)(4).
- (6) *Manufactured homes.* The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of this subsection and the conditions of the issued permit or approval. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted to the Floodplain Administrator.

(G) *Floodplain development variances and appeals.*

- (1) *General.* The Board of Adjustment shall hear and decide on requests for appeals and requests for variances from the strict application of this subsection. Pursuant to Section 553.73(5), Florida Statutes, the Board of Adjustment shall hear and decide on requests for appeals and requests for variances from the strict application of the flood resistant construction requirements of the *Florida Building Code*, as amended.
- (2) *Appeals.* The Board of Adjustment shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the

administration and enforcement of this subsection. Any person aggrieved by the decision may appeal such decision to the Circuit Court, as provided by Florida Statutes.

- (3) *Limitations on authority to grant floodplain development variances.* The Board of Adjustment shall base its decisions on floodplain development variances on technical justifications submitted by applicants, the considerations for issuance in Section 6.9.4(G)(7), the conditions of issuance set forth in Section 6.9.4(G)(8), and the comments and recommendations of the Floodplain Administrator and the Building Official. The Board of Adjustment has the right to attach such conditions as it deems necessary to further the purposes and objectives of this subsection.
- (4) *Restrictions in floodways.* A floodplain development variance shall not be issued for any proposed development in a floodway if any increase in base flood elevations would result, as evidenced by the applicable analyses and certifications required in Section 6.9.4(E)(3).
- (5) *Historic buildings.* A floodplain development variance may be granted for the repair, improvement, or rehabilitation of a historic building that is determined eligible for the exception to the flood resistant construction requirements of the *Florida Building Code, Existing Building*, Chapter 12 Historic Buildings, as amended, upon a determination that the proposed repair, improvement, or rehabilitation will not preclude the building's continued designation as a historic building and the floodplain development variance is the minimum necessary to preserve the historic character and design of the building. If the proposed work precludes the building's continued designation as a historic building, a floodplain development variance shall not be granted and the building and any repair, improvement, and rehabilitation shall be subject to the requirements of the *Florida Building Code*, as amended.
- (6) *Functionally dependent uses.* A floodplain development variance may be granted for the construction or substantial improvement necessary for the conduct of a functionally dependent use, as defined in this subsection, provided the floodplain development variance meets the requirements of Section 6.9.4(G)(4), is the minimum necessary considering the flood hazard, and all due consideration has been given to use of methods and materials that minimize flood damage during occurrence of the base flood.
- (7) *Standards for issuance of floodplain development variances.* In reviewing requests for floodplain development variances, the Board of Adjustment shall consider all technical evaluations, all relevant factors, all other applicable provisions of the *Florida Building Code*, as amended, this subsection, and the following:

  - (a) *The danger that materials and debris may be swept onto other lands resulting in further injury or damage;*
  - (b) *The danger to life and property due to flooding or erosion damage;*
  - (c) *The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners;*
  - (d) *The importance of the services provided by the proposed development to the City;*
  - (e) *The availability of alternate locations for the proposed development that are subject to lower risk of flooding or erosion;*
  - (f) *The compatibility of the proposed development with existing and anticipated development;*

- (g) The relationship of the proposed development to the comprehensive plan and floodplain management program for the area;
  - (h) The safety of access to the property in times of flooding for ordinary and emergency vehicles;
  - (i) The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and,
  - (j) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets and bridges.
- (8) Conditions for issuance of floodplain development variances. Floodplain development variances shall be issued only upon all of the following conditions being met:
- (a) Submission by the applicant, of a showing of good cause that the unique characteristics of the size, configuration, or topography of the site limit compliance with any provision of this subsection or the required elevation standards;
  - (b) Determination and finding by the Board of Adjustment that the standards for issuance of a floodplain development permit or approval provided in Section 6.9.4(G)(7) cannot be met, and that:
    - i. Failure to grant the floodplain development variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable; increased costs to satisfy the requirements or inconvenience do not constitute hardship;
    - ii. The granting of a floodplain development variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws and ordinances; and
    - iii. The floodplain development variance is the minimum necessary, considering the flood hazard, to afford relief;
  - (c) Receipt of a signed statement by the applicant that the floodplain development variance, if granted, shall be recorded in the Office of the Clerk of the Court, and the recording fees incurred by the applicant, in such a manner that it appears in the chain of title of the affected parcel of land; and
  - (d) If the request is for a floodplain development variance to allow construction of the lowest floor of a new building, or substantial improvement of a building, below the required elevation, a copy in the record of a written notice from the Floodplain Administrator to the applicant for the floodplain development variance, specifying the difference between the base flood elevation and the proposed elevation of the lowest floor, stating that the cost of federal flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation (up to amounts as high as \$25 for \$100 of insurance coverage), and stating that construction below the base flood elevation increases risks to life and property.

(H) Violations.

- (1) Violations. Any development that is not within the scope of the *Florida Building Code*, as amended, but that is regulated by this subsection that is performed without an issued permit or approval, that is in conflict with an issued permit or approval, or that does not fully comply with this subsection, shall be deemed a violation of this subsection. A building or structure without the documentation of elevation of the lowest floor, other required design certifications, or other evidence of compliance required by this subsection or the *Florida Building Code*, as amended is presumed to be a violation until such time as that documentation is provided.
- (2) Authority. For development that is not within the scope of the *Florida Building Code*, as amended, but that is regulated by this subsection and that is determined to be a violation, the Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of the property involved, to the owner's agent, or to the person or persons performing the work.
- (3) Unlawful continuance. Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by law.
- (4) Enforcement, remedies, and penalties. Any violations of this subsection shall be subject to the enforcement, remedies, and penalties as set forth in Article 9 of these LDRs.

(I) Design and construction of buildings, structures and facilities exempt from the *Florida Building Code*. Pursuant to Section 6.9.4(D)(3), buildings, structures, and facilities that are exempt from the *Florida Building Code*, as amended, including substantial improvement or repair of substantial damage of such buildings, structures and facilities, shall be designed and constructed in accordance with the flood load and flood resistant construction requirements of ASCE 24. Structures exempt from the *Florida Building Code*, as amended, that are not walled and roofed buildings shall comply with the requirements of Section 6.9.4(O).

(J) Subdivisions.

- (1) Minimum requirements. Subdivision proposals, including proposals for manufactured home parks and subdivisions, shall be reviewed to determine that all of the following are met:
  - (a) No building or structure shall not be located in flood hazard areas where other alternatives for the location of such structures exist on the site;
  - (b) Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;
  - (c) All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage;
  - (d) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures; and,
  - (e) In any area outside of the flood hazard area where a perennial watercourse is present, no building or fill shall be located within a distance of the stream bank equal to five times the width of the watercourse at the top of the bank or 35 feet, whichever is greater.

- (2) Subdivision plats. Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:
- (a) Delineation of flood hazard areas, floodway boundaries and flood zones, and design flood elevations, as appropriate, shall be shown on preliminary plats and final plats;
  - (b) Where the subdivision has more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM, the base flood elevations determined in accordance with Section 6.9.4(E)(2)(a);
  - (c) The elevation of proposed structures and pads;
  - (d) If the site is filled above the base flood elevation, the final pad elevation shall be certified by a Florida licensed professional surveyor;
  - (e) Compliance with the site improvement and utilities requirements of Section 6.9.4(K); and,
  - (f) The following flood hazard warning is displayed on the plat: "FLOOD HAZARD WARNING: This property may be subject to flooding. You should contact the City LDR Administrator and obtain the latest information about flood elevations and restrictions before making plans for the use of this land."

(K) Site improvements, utilities and limitations.

- (1) Minimum requirements. All proposed new development shall be reviewed to determine that all of the following are met:
- (a) No building or structure shall be located in flood hazard areas where other alternatives for the location of such structures exist on the site;
  - (b) Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;
  - (c) All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and
  - (d) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.
- (2) Sanitary sewage facilities. All new and replacement sanitary sewage facilities, private sewage treatment plants (including all pumping stations and collector systems), and on-site waste disposal systems shall be designed in accordance with the standards for onsite sewage treatment and disposal systems in Chapter 64E-6, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the facilities and discharge from the facilities into flood waters, and impairment of the facilities and systems.
- (3) Water supply facilities. All new and replacement water supply facilities shall be designed in accordance with the water well construction standards in Chapter 62-532.500, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the systems.
- (4) Encroachment limitations. In flood hazard areas without base flood elevations (approximate Zone A), no encroachments including fill material and structures shall be located within a distance of the



stream bank equal to five times the width of the watercourse at the top of the bank or 35 feet for all perennial watercourses, whichever is greater. In any area outside of a flood hazard area (Zone B, C, or X) where a perennial water course is present, no building or fill shall be located within a distance of the bank equal to 35 feet.

(5) *Limitations on sites in regulatory floodways.* No development, including but not limited to site improvements, and land disturbing activity involving fill or regrading, shall be authorized in the regulatory floodway unless the floodway encroachment analysis required in Section 6.9.4(E)(3)(a) demonstrates that the proposed development or land disturbing activity will not result in any increase in the base flood elevation.

(6) *Limitations on placement of fill.* Subject to the limitations of this subsection, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwaters, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, if intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the *Florida Building Code*, as amended.

(L) *Manufactured homes.*

(1) *General.* All manufactured homes permitted in flood hazard areas shall be installed by an installer that is licensed pursuant to Section 320.8249, Florida Statutes, and shall comply with the requirements of Chapter 15C-1, F.A.C. and the requirements of this subsection.

(2) *Foundations.* All new manufactured homes and replacement manufactured homes installed in flood hazard areas shall be installed on permanent, reinforced foundations that are designed in accordance with the foundation requirements of the *Florida Building Code Residential* Section R322.2, as amended, and this subsection. Foundations for manufactured homes subject to Section 6.9.4(L)(6) are permitted to be reinforced piers or other foundation elements of at least equivalent strength.

(3) *Anchoring.* All new manufactured homes and replacement manufactured homes shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse or lateral movement. Methods of anchoring include, but are not limited to, use of over-the-top or frame ties to ground anchors. This anchoring requirement is in addition to applicable state and local anchoring requirements for wind resistance.

(4) *Elevation.* Manufactured homes that are placed, replaced, or substantially improved shall comply with Section 6.9.4(L)(5) or Section 6.9.4(L)(6), as applicable.

(5) *General elevation requirement.* Unless subject to the requirements of Section 6.9.4(L)(6), all manufactured homes that are placed, replaced, or substantially improved shall be elevated such that the bottom of the frame is at or above the elevation required, as applicable to the flood hazard area, in the *Florida Building Code, Residential* Section R322.2 (Zone A), as amended on sites located:

(a) In an expansion to an existing manufactured home park or subdivision; or,

(b) In an existing manufactured home park or subdivision upon which a manufactured home has incurred "substantial damage" as the result of a flood.

(6) *Elevation requirement for certain existing manufactured home parks and subdivisions.* Manufactured homes that are not subject to Section 6.9.4(L)(5), including manufactured homes that are placed, replaced, or substantially improved on sites located in an existing manufactured home

park or subdivision, unless on a site where substantial damage as result of flooding has occurred, shall be elevated such that either the:

(a) Bottom of the frame of the manufactured home is at or above the elevation required in the *Florida Building Code, Residential Section R322.2 (Zone A)* , as amended; or

(b) Bottom of the frame is supported by reinforced piers or other foundation elements of at least equivalent strength that are not less than 36 inches in height above grade.

(7) *Enclosures.* Enclosed areas below elevated manufactured homes shall comply with the requirements of the *Florida Building Code, Residential Section R322.2*, as amended, for such enclosed areas.

(8) *Utility equipment.* Utility equipment that serves manufactured homes, including electric, heating, ventilation, plumbing, and air conditioning equipment and other service facilities, shall comply with the requirements of the *Florida Building Code, Residential Section R322*, as amended.

(M) *Recreational vehicles and park trailers.*

(1) *Temporary placement.* Recreational vehicles and park trailers placed temporarily in flood hazard areas shall:

(a) Be on the site for fewer than 180 consecutive days; or

(b) Be fully licensed and ready for highway use, which means the recreational vehicle or park model is on wheels or jacking system, is attached to the site only by quick-disconnect type utilities and security devices, and has no permanent attachments such as additions, rooms, stairs, decks and porches.

(2) *Permanent placement.* Recreational vehicles and park trailers that do not meet the limitations in Section 6.9.4(M)(1) for temporary placement shall meet the requirements of Section 6.9.4(L) for manufactured homes.

(N) *Tanks.*

(1) *Underground tanks.* Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty.

(2) *Above-ground tanks, not elevated.* Above-ground tanks that do not meet the elevation requirements of Section 6.9.4(N)(3) shall be permitted in flood hazard areas provided the tanks are anchored or otherwise designed and constructed to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty and the effects of flood-borne debris.

(3) *Above-ground tanks, elevated.* Above-ground tanks in flood hazard areas shall be attached to and elevated to or above the design flood elevation on a supporting structure that is designed to prevent flotation, collapse or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area.

(4) *Tank inlets and vents.* Tank inlets, fill openings, outlets and vents shall be:

(a) At or above the design flood elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tanks during conditions of the design flood; and

- (b) Anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.

(O) Other development.

- (1) General requirements for other development. All development, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in this subsection or the Florida Building Code, as amended, shall:
  - (a) Be located and constructed to minimize flood damage;
  - (b) Meet the limitations of Section 6.9.4(K)(5) if located in a regulated floodway;
  - (c) Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the design flood;
  - (d) Be constructed of flood damage-resistant materials; and,
  - (e) Have mechanical, plumbing, and electrical systems above the design flood elevation or meet the requirements of ASCE 24, except that minimum electric service required to address life safety and electric code requirements is permitted below the design flood elevation provided it conforms to the provisions of the electrical part of building code for wet locations.
- (2) Residential accessory structures. The anchoring requirements of Section 6.9.4(O)(1) may be satisfied by bolting the structure to a concrete slab or by over-the-top ties. When bolted to a concrete slab, one-half inch bolts shall be installed six feet on center, with a minimum of two bolts per side, with a force adequate to secure the structure.
- (3) Fences in regulated floodways. Fences in regulated floodways that have the potential to block the passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the limitations of Section 6.9.4(K)(5).
- (4) Retaining walls, sidewalks and driveways in regulated floodways. Retaining walls and sidewalks and driveways that involve the placement of fill in regulated floodways shall meet the limitations of Section 6.9.4(K)(5).
- (5) Roads and watercourse crossings in regulated floodways. Roads and watercourse crossings, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, that encroach into regulated floodways shall meet the limitations of Section 6.9.4(K)(5). Alteration of a watercourse that is part of a road or watercourse crossing shall meet the requirements of Section 6.9.4(E)(3)(c).



Section 10.2 of the City's LDRs is amended to read as follows (text that is underlined is to be added and text that is shown as ~~strikethrough~~ is to be removed). Except as amended herein, the remainder of Section 2.4.15 remains in full force and effect:

Alteration of a watercourse means a dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

~~Area of shallow flooding means a designated A zone on a FEMA FIRM, with base flood depths from one to three feet, where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident.~~

~~Area of special flood hazard means the area so designated on the Federal Emergency Management Agency Official Flood Insurance Rate Map (FEMA FIRM).~~

ASCE 24 means a standard titled *Flood Resistant Design and Construction* that is referenced by the *Florida Building Code*, as amended. ASCE 24 is developed and published by the American Society of Civil Engineers, Reston, VA.

Base flood elevation has the meaning as defined in Section 202, *Florida Building Code*, as amended.

Basement means that portion of a building between the floor and ceiling, which is partly below and partly above grade, but located so that the vertical distance from the grade to the floor below is less than the vertical distance from the grade to the ceiling; provided, however, that the distance from the grade to the ceiling shall be at least four feet six inches; provided however, for purposes of Section 6.9.4, *Floodprone area standards*, basement has the meaning as defined in Section 202, *Florida Building Code*, as amended, for flood loads.

~~Breakaway wall means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces without causing damage to the elevated portion of the building or the supporting foundation system.~~

Construction documents has the meaning as defined in Section 202 of the *Florida Building Code*, as amended.

Design flood has the meaning as defined in Section 202, *Florida Building Code*, as amended.

Design flood elevation has the meaning as defined in Section 202, *Florida Building Code*, as amended.

~~Development means~~ has the meaning as defined in F.S. §§ 163.3164 and 380.04, as amended; provided, however, for the purposes of Section 6.9.4, *Floodprone area standards*, means any man-made change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent storage of equipment or materials, mining, dredging, filling, grading, paving, excavations, drilling operations or any other land disturbing activities.

Dwelling, manufactured home, means a structure building on an integral chassis designed to be used as a dwelling unit when connected to the required utilities, fabricated in an off-site manufacturing facility after June 15, 1976, in one or more sections, which includes the plumbing, heating, air conditioning and electrical systems contained therein, with each section bearing the HUD Code Seal certifying compliance with the Federal Manufactured Home Construction and Safety Standards Act, designed to be transported for installation or assembly at the building site, also known as a "HUD-Code Home." This definition does not include recreational

vehicles, mobile home dwellings or modular home dwellings; provided however, for the purposes of Section 6.9.4, Floodprone area standards, has the meaning as defined in Chapter 15C-1.0101, Florida Administrative Code.

Encroachment means, for the purposes of Section 6.9.4, Floodprone area standards, the placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

Elevated building means a nonecellar building built to have the lowest floor elevated above the ground level by means of fill, solid foundation perimeter walls, pilings, columns (posts and piers), shear walls or breakaway walls.

Elevation means, for the purposes of Section 6.9.4, Floodprone area standards, height in feet above mean sea level as established by the National Geodetic Vertical Datum (NGVD) of 1988.

Existing building or existing structure means, for the purposes of Section 6.9.4, Floodprone area standards, any buildings and structures for which the “start of construction” commenced before February 21, 1994.

Existing manufactured home park or subdivision means, for the purposes of Section 6.9.4, Floodprone area standards, a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) was completed before February 21, 1994.

Expansion to an existing manufactured home park or subdivision means, for the purposes of Section 6.9.4, Floodprone area standards, the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

Federal Emergency Management Agency (FEMA) means the federal agency that, in addition to carrying out other functions, administers the National Flood Insurance Program.

Flood damage-resistant materials has the meaning as defined in Section 202, Florida Building Code, as amended.

Flood hazard area has the meaning as defined in Section 202, Florida Building Code, as amended.

Flood area, 100 year, means, for the purposes of Section 6.9.4, Floodprone area standards, those areas that have a land elevation less than the official 100 year flood elevations.

Flood, base, means, for the purposes of Section 6.9.4, Floodprone area standards, the flood having a one percent chance of being equaled or exceeded in any given year.

Flood elevation of record means, for the purposes of Section 6.9.4, Floodprone area standards, the maximum flood elevation for which historical records exist.

Flood elevations, official 10 year, means, for the purposes of Section 6.9.4, Floodprone area standards, the most recent and reliable flood elevations based on a Log Pearson Type III Probability Distribution produced by the United States Geological Survey and based on historical data.

Flood Map, Official 100 Year, means, for the purposes of Section 6.9.4, Floodprone area standards, the map issued by FEMA that delineates the areas having ground elevations that are less than the official 100 year flood elevations.

*Floodplain* means an area inundated during a 100-year flood event and identified by the Federal Emergency Management Agency (FEMA) on Flood Insurance Rate Maps (FIRMs).

*Floodplain Administrator* means, for the purposes of Section 6.9.4, *Floodprone area standards*, the office or position designated and charged with the administration and enforcement of Section 6.9.4, (may also be referred to as the Floodplain Manager).

*Floodplain development permit or approval* means, for the purposes of Section 6.9.4, *Floodprone area standards*, an official document or certificate, including but not limited to a building permit or a Certificate of LDR Compliance, issued by the City, or other evidence of approval or concurrence, which authorizes performance of specific development activities that are located in flood hazard areas and that are determined to be compliant with Section 6.9.4.

*Floodplain development variance* means a grant of relief from the requirements of Section 6.9.4, *Floodprone area standards*, or the flood resistant construction requirements of the *Florida Building Code*, as amended, which permits construction in a manner that would not otherwise be permitted by Section 6.9.4, or the *Florida Building Code*, as amended.

*Floodway encroachment analysis* means, for the purposes of Section 6.9.4, *Floodprone area standards*, an engineering analysis of the impact that a proposed encroachment into a floodway is expected to have on the floodway boundaries and base flood elevations; the evaluation shall be prepared by a qualified Florida licensed engineer using standard engineering methods and models.

*Florida Building Code* means those codes adopted by the Florida Building Commission, including: *Florida Building Code, Building*; *Florida Building Code, Residential*; *Florida Building Code, Existing Building*; *Florida Building Code, Mechanical*; *Florida Building Code, Plumbing*; *Florida Building Code, Fuel Gas*; which are incorporated into Florida Statutes, as amended.

*Functionally dependent use* means, for the purposes of Section 6.9.4, *Floodprone area standards*, a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities; the term does not include long-term storage or related manufacturing facilities.

*Highest adjacent grade* means the highest natural elevation of the ground surface prior to construction next to the proposed walls or foundation of a structure.

*Historic structure* means, for the purposes of Section 6.9.4, *Floodprone area standards*, any structure that is determined eligible for the exception to the flood hazard area requirements of the *Florida Building Code, Existing Building*, Chapter 12 Historic Buildings, as amended.

*Letter of Map Change (LOMC)* means an official determination issued by FEMA that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include:

*Letter of Map Amendment (LOMA)*: An amendment based on technical data showing that a property was incorrectly included in a designated special flood hazard area. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property, portion of a property, or structure is not located in a special flood hazard area.

*Letter of Map Revision (LOMR)*: A revision based on technical data that may show changes to flood zones, flood elevations, special flood hazard area boundaries and floodway delineations, and other planimetric features.

Letter of Map Revision Based on Fill (LOMR-F): A determination that a structure or parcel of land has been elevated by fill above the base flood elevation and is, therefore, no longer located within the special flood hazard area. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the City's floodplain management regulations.

Conditional Letter of Map Revision (CLOMR): A formal review and comment as to whether a proposed flood protection project or other project complies with the minimum NFIP requirements for such projects with respect to delineation of special flood hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study; upon submission and approval of certified as-built documentation, a Letter of Map Revision may be issued by FEMA to revise the effective FIRM.

Light-duty truck, as defined in 40 C.F.R. 86.082-2, as amended, means any motor vehicle rated at 8,500 pounds Gross Vehicular Weight Rating or less which has a vehicular curb weight of 6,000 pounds or less and which has a basic vehicle frontal area of 45 square feet or less, which is:

1. Designed primarily for purposes of transportation of property or is a derivation of such a vehicle, or
2. Designed primarily for transportation of persons and has a capacity of more than 12 persons; or
3. Available with special features enabling off-street or off-highway operation and use.

Lowest floor, for the purposes of Section 6.9.4, Floodprone area standards, has the meaning as defined in Section 202, Florida Building Code, as amended.

Manufactured home park or subdivision means, for the purposes of Section 6.9.4, Floodprone area standards, a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

Market value means, for the purposes of Section 6.9.4, Floodprone area standards, the price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in Section 6.9.4, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value may be established by a qualified independent appraiser, Actual Cash Value (replacement cost depreciated for age and quality of construction), or building value as assessed by the Alachua County Property Appraiser's office, plus 20 percent of the tax assessment value.

Mean sea level means the average height of the sea for all stages of the tide. It is used as a reference for establishing various elevations within the floodplain. The term is synonymous with National Geodetic Vertical Datum (NGVD).

New construction means, for the purposes of Section 6.9.4, Floodprone area standards and the flood resistant construction requirements of the Florida Building Code, as amended, structures for which the "start of construction" commenced on or after February 21, 1994 and includes any subsequent improvements to such structures.

New manufactured home park or subdivision means, for the purposes of Section 6.9.4, Floodprone area standards, a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after February 21, 1994.

Official 100 Year Flood Map means the map issued by the Federal Emergency Management Agency that delineates the areas having ground elevations that are less than the official 100 year flood elevations.

Park trailer, for purposes of Section 6.9.4, Floodprone area standards, has the meaning as defined in Chapter 320.01(1)(b)7., Florida Statutes.

*Recreational vehicle* means a transportable structure primarily designed as temporary living quarters for recreational, camping or travel use, which either has its own motor power or is mounted on or drawn by another vehicle. Recreational vehicles, when traveling on the public roadways of the State, must comply with the length and width provisions of F.S. § 316.515. The term "recreational vehicle" shall include motor home, camper bus and travel trailer, camping trailer, truck camper but shall not include pick-up trucks with camper shells that extend one foot or less above the cab of the truck; provided however, for the purposes of Section 6.9.4, Floodprone area standards, means a vehicle, including a park trailer, which is:

1. Built on a single chassis;
2. Four hundred (400) square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light-duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Special flood hazard area has the meaning as defined in Section 202, Florida Building Code, as amended.

~~Start of construction means substantial improvement; provided the actual start of construction, repair, reconstruction or improvement was within 180 days of the date the building permit was issued. The term "actual start" means the first placement of permanent construction of a structure (including a manufactured home) on a site, such as the pouring of slabs or footings, installation of piles, construction of columns, or any work beyond the stage of excavation or the placement of a manufactured home on a foundation. The term "permanent construction" does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or that are not part of the main structure.~~

Start of construction has the meaning as defined in Section 202, Florida Building Code, as amended.

~~Substantial damage has the meaning as defined in Section 202, Florida Building Code, as amended. means, for the purposes of Section 6.9.4, Floodprone area standards, damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.~~

~~Substantial improvement means, for a structure built prior to the enactment of these LDRs, repair, reconstruction or improvement of a structure the cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started. Substantial improvement is considered to occur when the first alteration on any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term "substantial improvement" does not, however, include either:~~

- ~~(1) Any project for improvement of a structure to comply with existing State or local health, sanitary or safety code specifications that are solely necessary to ensure safe living conditions; or~~
- ~~(2) Any alteration of a structure listed on the National Register of Historic Places.~~

Substantial improvement has the meaning as defined in Section 202, Florida Building Code, as amended.



## EXHIBIT “B”

Subpart A, Chapter 8, Section 8.29 of the City’s Code of Ordinances is amended to read as follows (text that is underlined is to be added and text that is shown as ~~striketrough~~ is to be removed). Except as amended herein, the remainder of Section 8.29 of the City’s Code of Ordinances remains in full force and effect:

### Sec. 8-29. - Florida Building Code.

- (a) The ~~2007~~ 2017 Florida Building Code (Code), as amended from time to time and adopted by F.S. ch. 553, is hereby adopted and shall be enforced in the City.
- (b) The *Florida Building Code, Residential* is hereby amended by the following technical amendment:

**R322.2.2 Enclosed areas below design flood elevation.** Enclosed areas, including crawl spaces, that are below the design flood elevation shall:

- 1. Be used solely for parking of vehicles, building access or storage. The interior portion of such enclosed areas shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators, unless a partition is required by the fire code. The limitation on partitions does not apply to load bearing walls interior to perimeter wall (crawl space) foundations. Access to enclosed areas shall be the minimum necessary to allow for the parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the building (stairway or elevator).

Remainder of R322.2 unchanged.

- (c) The *Florida Building Code, Building* is hereby amended by the following technical amendment:

**1612.4.2 Additional requirements for enclosed areas.** In addition to the requirements of ASCE 24, enclosed areas below the design flood elevation shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators.

- ~~(b)~~(d) The Florida Building Code is hereby amended by adding: Surface treatment of masonry walls and structures. All exterior masonry walls and structures shall have a finished appearance through the application of stucco or other approved surfacing materials or by tooling all joints and properly sealing and painting the surface.
- ~~(e)~~(e) The City Commission shall set and determine its own fees for permits and all inspections and any other type of fees applicable under the Florida Building Code.



# City of Alachua

## Planning & Community Development Department Staff Report

### Planning & Zoning Board Hearing Date: Legislative Hearing

January 9, 2018

**SUBJECT:** A request to amend the City's Land Development Regulations (LDRs) to coordinate the City's floodplain management regulations with the *Florida Building Code*

**APPLICANT/AGENT:** City of Alachua

**PROJECT PLANNER:** Justin Tabor, AICP

**RECOMMENDATION:** Staff recommends that the Planning & Zoning Board find that the proposed Text Amendments to the City's Land Development Regulations to be consistent with the City of Alachua Comprehensive Plan and in compliance with the City's Land Development Regulations and transmit such finding to the City Commission with a recommendation to approve.

**RECOMMENDED MOTION:** *This Board finds that the proposed text amendments to the City's Land Development Regulations are consistent with the City of Alachua Comprehensive Plan and in compliance with the City's Land Development Regulations and transmits the proposed text amendments to the Land Development Regulations to the City Commission with a recommendation to approve.*

## **SUMMARY**

The Florida Department of Emergency Management (FDEM), which is the State agency responsible for the implementation of mitigation strategies to reduce or eliminate the loss of life and property by lessening the impact of disasters, including floodplain management and mitigation, contacted City Staff and requested adoption of the FDEM model ordinance for floodplain management. The FDEM model ordinance is coordinated with the requirements of the *Florida Building Code* (FBC), and is intended to implement local floodplain regulations which are consistent with the FBC.

The FBC governs the design of buildings, and includes provisions which address potential hazards, including those resultant of flood loads. The 5<sup>th</sup> Edition of the FBC (the 2010 FBC) included flood provisions that were found by the Federal Emergency Management Agency (FEMA) to be consistent with the requirements of the National Flood Insurance Program (NFIP) for buildings and structures. Participation in the NFIP is based on an agreement between local communities and the federal government which enables property owners in participating communities to purchase insurance for protection against potential losses as a result of flooding. The City of Alachua has been a participant in the NFIP since February 21, 1994.

The FBC governs only the design of buildings, while site requirements are generally addressed within local municipal codes. This creates a potential for conflict between building requirements and local floodplain management regulations.

The FDEM model floodplain ordinance is intended to address potential inconsistencies between FBC requirements and local floodplain management regulations. FDEM and FEMA have worked together to develop the FDEM model floodplain ordinance, which has been recognized by FEMA as meeting the requirements of the NFIP. As such, adoption of regulations implementing the FDEM model ordinance ensures the City remains compliant with NFIP requirements. Included within Exhibit "A" to this Staff Report is a letter from FEMA to FDEM acknowledging that the flood resistant flood requirements of the FBC and the FDEM model floodplain ordinance are compliance with NFIP requirements.

City Staff has worked with FDEM to ensure that the regulations found within the model floodplain ordinance are tailored to fit within the structure and organization of the City's LDRS. FDEM has verified that the proposed amendment will accomplish this objective.



## **PROPOSED LDR TEXT AMENDMENTS**

The proposed LDR text amendments are provided in Exhibit “A” of draft Ordinance 18-05, which is attached to Exhibit “A” of this Staff Report. Please reference pages 4 through 26 of draft Ordinance 18-05. These amendments would amend or modify, as further noted below, the following sections of the City of Alachua LDRs to implement the FDEM model floodplain ordinance and serve as the City’s floodplain management regulations:

- Amend Section 2.4.7, Variance Permits;
- Amend Section 2.4.15, Certificate of LDR Compliance;
- Repeal Section 6.9.4, Floodprone Area Standards;
- Adopt a new Section 6.9.4, Floodprone Area Standards, to adopt flood hazard maps and to designate a floodplain administrator; and,
- Modify Section 10.2, Definitions, to amend, delete, and add definitions related to the regulations established in the new Section 6.9.4, Floodprone Area Standards.

## **FINDINGS OF FACT: COMPLIANCE WITH LAND DEVELOPMENT REGULATIONS**

Subsection 2.4.1(E)(1) of the Land Development Regulations (LDRs) states that, “in determining whether to approve a proposed text amendment to the Land Development Regulations, the City Commission shall find that an application is consistent with the following standards.” These standards are listed below, followed by Staff’s evaluation.

- (a) ***Consistent with Comprehensive Plan*** – *Whether and the extent to which the proposed amendment is consistent with the Comprehensive Plan.*

**Evaluation & Findings:** This amendment does not conflict with any Goals, Objectives, or Policies of the Comprehensive Plan. The amendment would further implement the following Goals, Objectives and Policies: Goal 5, Objective 5.1, Policy 5.1.c, of the Future Land Use Element; Policy 1.12.e – f, Conservation & Open Space Element.

- (b) ***Consistent with Ordinances*** – *Whether the proposed amendment is in conflict with any provision of these LDRs or the City Code of Ordinances.*

**Evaluation & Findings:** This amendment does not conflict with any provisions of the LDRs or the City Code of Ordinances.

- (c) ***Changed Conditions*** – *Whether and the extent to which there are changed conditions that require an amendment.*

**Evaluation & Findings:** The Florida Department of Emergency Management (FDEM) has developed a model floodplain ordinance for use by local governments to ensure that local floodplain management regulations are consistent with and coordinated with the requirements of the *Florida Building Code* (FBC). The FBC governs only the design of buildings, while site requirements are generally addressed within local municipal codes. This creates a potential for conflict between building requirements and local floodplain management regulations.

FDEM and the Federal Emergency Management Agency (FEMA) have worked together to develop the FDEM model floodplain ordinance, which has been recognized by FEMA as meeting the requirements of the National Flood Insurance Program (NFIP). As such, adoption of regulations implementing the FDEM model ordinance ensures the City remains compliant with NFIP requirements.

- (d) ***Community Need*** – *Whether and the extent to which the proposed amendment addresses a demonstrated community need.*

**Evaluation & Findings:** The amendment would address community need by ensuring the City's floodplain management regulations encourage and require development practices that reduce the potential for damage to buildings and structures within the City that could be caused by flooding. In addition, the adoption of the proposed amendments, based upon the FDEM model floodplain ordinance, ensure that the City's floodplain management regulations remain compliant with NFIP requirements.

- (e) ***Compatible with Surrounding Uses*** – *Whether and the extent to which the proposed amendment is consistent with the purpose and intent of the zone districts in these LDRs, or will improve compatibility among uses and will ensure efficient development within the City.*

**Evaluation & Findings:** The amendment would ensure the City's floodplain management regulations encourage and require development practices that reduce the potential for damage to buildings and structures within the City that could be caused by flooding, thereby ensuring efficient development within the City and mitigating potential losses to buildings and structures due to flooding.

- (f) ***Development Patterns*** – *Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern.*

**Evaluation & Findings:** The amendment would ensure that development patterns mitigate potential losses to buildings and structures due to flooding, and would further Comprehensive Plan policies that guide development to be located outside of flood hazard areas when such alternatives exist. When no such alternative exists, the proposed amendment would ensure that buildings and structures are designed and elevated to reduce potential impacts to the building / structure that could be caused by flooding.

- (g) ***Effect on Natural Environment*** – *Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, storm water management, wildlife, vegetation, wetlands, and the natural functioning of the environment.*

**Evaluation & Findings:** The amendment would further support the protection and functioning of the natural environment by requiring development to address potential impacts that could be caused by flooding, and would further support the continued natural functioning of flood hazard areas.

- (h) ***Public Facilities*** – *Whether and the extent to which the proposed amendment would result in development that is adequately served by public facilities (roads, potable water, sewage, storm water management, parks, and solid wastes).*

**Evaluation & Findings:** The amendment would have no impact to the provision of public facilities.

**EXHIBIT “A”**  
**TO**  
**LAND DEVELOPMENT REGULATIONS (LDR) TEXT AMENDMENT**  
**FLOODPLAIN MANAGEMENT REGULATIONS**  
**STAFF REPORT**

**SUPPORTING APPLICATION MATERIALS**  
**SUBMITTED BY CITY STAFF TO THE**  
**PLANNING AND ZONING BOARD**

**ORDINANCE 18-05**

**AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF SUBPART B, LAND DEVELOPMENT REGULATIONS (“LDRS”), OF THE CITY’S CODE OF ORDINANCES, AND RELATING TO THE AMENDMENT OF SUBPART A, GENERAL ORDINANCES, CHAPTER 8, OF THE CITY’S CODE OF ORDINANCES, TO ADOPT PROCEDURES AND CRITERIA FOR DEVELOPMENT IN FLOOD HAZARD AREAS AND FOR OTHER PURPOSES; AMENDING SECTION 2.4.7, VARIANCE PERMITS; AMENDING SECTION 2.4.15, CERTIFICATE OF LDR COMPLIANCE; REPEALING SECTION 6.9.4, FLOODPRONE AREA STANDARDS; ADOPTING A NEW SECTION 6.9.4, FLOODPRONE AREA STANDARDS; TO ADOPT FLOOD HAZARD MAPS, TO DESIGNATE A FLOODPLAIN ADMINISTRATOR; MODIFYING SECTION 10.2, DEFINITIONS, TO AMEND, DELETE, AND ADD DEFINITIONS RELATED TO THE REGULATIONS ESTABLISHES IN THE NEW SECTION 6.9.4, FLOODPRONE AREA STANDARDS; AMENDING SUBPART A, CHAPTER 8, SECTION 8-29, OF THE CITY’S CODE OF ORDINANCES; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

**WHEREAS**, the Legislature of the State of Florida has, in Chapter 166 — Municipalities, Florida Statutes, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

**WHEREAS**, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of the City of Alachua and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

**WHEREAS**, the City of Alachua was accepted for participation in the National Flood Insurance Program on February 21, 1994 and the City Commission of the City of Alachua desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60, necessary for such participation; and

**WHEREAS**, Chapter 553, Florida Statutes, was adopted by the Florida Legislature to provide a mechanism for the uniform adoption, updating, amendment, interpretation and enforcement of a state building code, called the *Florida Building Code*; and

**WHEREAS**, the City Commission of the City of Alachua previously adopted requirements to limit partitioning of and access to enclosed areas below elevated buildings in flood hazard areas prior to July 1, 2010 and, pursuant to Section 553.73(5), Florida Statutes, is formatting that requirement to coordinate with the *Florida Building Code*;

**WHEREAS**, the City Commission of the City of Alachua has determined that it is in the public interest to adopt the proposed floodplain management regulations that are coordinated with the *Florida Building Code*.

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

**Section 1. Interpretation of Recitals**

The above recitals are true and correct and incorporated in this ordinance.

**Section 2. Findings of Fact and Conclusions of Law**

The authority for the enactment of this ordinance is Chapter 163, Part I, Florida Statutes; Sections 166.021 and 166.041; and the City's Comprehensive Plan.

**Section 3. Amendments to the Subpart B, Land Development Regulations, of the City's Code of Ordinances**

The amendments to Subpart B, Land Development Regulations, of the City's Code of Ordinances are attached as Exhibit "A" and are hereby incorporated herein by reference.

**Section 4. Local Technical Amendments to Subpart A, Chapter 8, Section 8-29 of the City's Code of Ordinances, Relating to the *Florida Building Code, Residential* and to the *Florida Building Code, Building***

The local technical amendments to Subpart A, Chapter 8, Section 8-29 of the City's Code of Ordinances, relating to the *Florida Building Code, Residential* and to the *Florida Building Code, Building* are attached as Exhibit "B" and are hereby incorporated herein by reference.

**Section 5. Fiscal Impact Statement**

In terms of design, plan application review, construction and inspection of buildings and structures, the cost impact as an overall average is negligible in regard to the local technical amendments attached as Exhibit "B" and hereby incorporated herein by reference because all development has been subject to the requirements of the local floodplain management ordinance adopted for participation in the National Flood Insurance Program. In terms of lower potential for flood damage, there will be continued savings and benefits to consumers.

**Section 6. Applicability**

For the purposes of jurisdictional applicability, this ordinance shall apply in the City of Alachua. This ordinance shall apply to all applications for development, including building permit applications and subdivision proposals, submitted on or after the effective date of this ordinance

**Section 7. Inclusion into the City of Alachua Code of Ordinances**

It is the intent of the City Commission of the City of Alachua that the provisions of this ordinance shall become and be made a part of the City of Alachua Code of Ordinances, and that the sections of this ordinance may be renumbered or relettered and the word "ordinance" may be changed to "section," "article," "regulation," or such other appropriate word or phrase in order to accomplish such intentions.

**Section 8. Codification of and Correction of Scrivener's Errors**

The City Manager or designee, without public hearing, is authorized to correct any typographical errors which do not affect the intent of this ordinance. A corrected copy shall be posted in the public record.

**Section 9. Ordinance to be Construed Liberally**

This ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed to be in the best interest of the public health, safety, and welfare of the citizens and residents of the City of Alachua, Florida.

**Section 10. Repealing Clause**

All ordinances or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

**Section 11. 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 ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by any court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this ordinance, and the remainder of the ordinance after the exclusions of such part or parts shall be deemed to be valid.

**Section 12. Effective Date**

This ordinance shall take effect immediately upon its adoption by the City Commission and the signature of the Mayor.

Passed on First Reading the \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

PASSED and ADOPTED, in regular session, with a quorum present and voting, by the City Commission, upon second and final reading this \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

CITY COMMISSION OF THE  
CITY OF ALACHUA, FLORIDA

\_\_\_\_\_  
Gib Coerper, Mayor  
**SEAL**

**ATTEST:**

**APPROVED AS TO FORM**

\_\_\_\_\_  
Traci L. Gresham, City Manager/Clerk

\_\_\_\_\_  
Marian B. Rush, City Attorney



## EXHIBIT “A”

Section 2.4.7 of the City’s LDRs is amended to read as follows (text that is underlined is to be added and text that is shown as ~~struckthrough~~ is to be removed). Except as amended herein, the remainder of Section 2.4.7 remains in full force and effect:

### 2.4.7 *Variance permits.*

- (A) *Overview.* These LDRs include ~~two~~three types of variance permits: zoning variance permits (Subsection 2.4.7(C) of this section); ~~and~~subdivision variance permits (Subsection 2.4.7(D) of this section); and floodplain development variances (Section 2.4.7(E) of these LDRs).
- (B) *Purpose.* The purpose of a variance is to allow certain deviations from the standards of these LDRs, including variance from the dimensional zoning standards (such as height, parking, landscaping, lot dimensions, and signage standards), and subdivision standards (such as deviations from subdivision layout or public improvement standards) when the applicant demonstrates that, owing to special circumstances or conditions beyond the applicant's control (such as exceptional topographical conditions, narrowness, shallowness, or the shape of a specific parcel of land), the literal application of the standards in these LDRs would result in undue and unique hardship to the landowner and the deviation would not be contrary to the public interest.
- (E) *Floodplain development variances.* The procedures and requirements for submission and review of an application for a floodplain development variance are established in Section 6.9.4(G), Floodplain development variances and appeals, of these LDRs.

Section 2.4.15 of the City’s LDRs is amended to read as follows (text that is underlined is to be added and text that is shown as ~~struckthrough~~ is to be removed). Except as amended herein, the remainder of Section 2.4.15 remains in full force and effect:

### 2.4.15 *Certificate of LDR compliance.*

- (A) *Purpose.* A certificate of LDR compliance shall be required in accordance with the provisions of this section in order to ensure that proposed development complies with the standards of these LDRs, and to otherwise protect the public health, safety, and welfare of the citizens of the City.
- (B) *Applicability.* The requirements of this section shall apply to any development that requires a building permit, ~~and any change of use, and for any buildings, structures or facilities for which a floodplain development permit or approval is required by Section 6.9.4(D)(3) of these LDRs.~~
- (C) *Certificate of LDR compliance requirement.* No building permit shall be issued, ~~or change of use occur, or development occur wholly or partially within any flood hazard area when a floodplain development permit or approval is required by Section 6.9.4 of these LDRs without approval of a certificate of LDR compliance by the LDR Administrator in accordance with this section.~~
- (G) *Expiration.* When a building permit is required, such building permit shall be issued within six months of the date of issuance of the certificate of LDR compliance. If a building permit is not issued within six months of the date of issuance of the certificate of LDR compliance a certificate of occupancy shall not be issued, and the certificate of LDR compliance shall expire and be void.



Section 6.9.4 is repealed in its entirety and replaced as follows:

6.9.4 Floodprone area standards.

(A) General.

- (1) Title. This subsection shall be known as the *Floodprone Area Standards* of the City of Alachua, hereinafter referred to as “these regulations”, “this subsection”, or “Section 6.9.4”.
- (2) Scope. The provisions of this subsection shall apply to all development that is wholly within or partially within any flood hazard area, including but not limited to the subdivision of land; filling, grading, and other site improvements and utility installations; construction, alteration, remodeling, enlargement, improvement, replacement, repair, relocation or demolition of buildings, structures, and facilities that are exempt from the *Florida Building Code*, as amended; placement, installation, or replacement of manufactured homes and manufactured buildings; installation or replacement of tanks; placement of recreational vehicles; installation of swimming pools; and any other development. Section 6.9.4(J)(1) and Section 6.9.4 (K)(4) shall apply to areas outside of the flood hazard area established in Section 6.9.4(B)(3).
- (3) Purpose. The purposes of this subsection and the flood load and flood resistant construction requirements of the *Florida Building Code*, as amended, are to establish minimum requirements to safeguard the public health, safety, and general welfare and to minimize public and private losses due to flooding through regulation of development in flood hazard areas to:
  - (a) Minimize unnecessary disruption of commerce, access and public service during times of flooding;
  - (b) Require the use of appropriate construction practices in order to prevent or minimize future flood damage;
  - (c) Manage filling, grading, dredging, mining, paving, excavation, drilling operations, storage of equipment or materials, and other development which may increase flood damage or erosion potential;
  - (d) Manage the alteration of flood hazard areas, watercourses, and shorelines to minimize the impact of development on the natural and beneficial functions of the floodplain;
  - (e) Minimize damage to public and private facilities and utilities;
  - (f) Help maintain a stable tax base by providing for the sound use and development of flood hazard areas;
  - (g) Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events;
  - (h) Meet the requirements of the National Flood Insurance Program for community participation as set forth in the Title 44 Code of Federal Regulations, Section 59.22
  - (i) Protect the hydraulic characteristics of the small watercourses, including gulches, sloughs and artificial water channels used for conveying floodwaters; and.

(j) Protect individuals from purchasing flood prone lands for purposes that are not suitable.

(4) Coordination with the Florida Building Code. This subsection is intended to be administered and enforced in conjunction with the *Florida Building Code*, as amended. Where cited, ASCE 24 refers to the edition of the standard that is referenced by the *Florida Building Code*, as amended.

(5) Warning. The degree of flood protection required by this subsection and the *Florida Building Code*, as amended by the City and from time-to-time, is considered the minimum reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. This subsection does not imply that land outside of mapped special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage. The flood hazard areas and base flood elevations contained in the Flood Insurance Study and shown on Flood Insurance Rate Maps and the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60 may be revised by the Federal Emergency Management Agency ("FEMA"), requiring the City to revise these regulations to remain eligible for participation in the National Flood Insurance Program. No guaranty of vested use, existing use, or future use is implied or expressed by compliance with this subsection.

(6) Disclaimer of Liability. This subsection shall not create liability on the part of the City Commission of the City of Alachua or by any officer or employee thereof for any flood damage that results from reliance on or compliance with this subsection or any administrative decision lawfully made thereunder.

(B) Applicability.

(1) General. Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.

(2) Areas to which this subsection applies. This subsection shall apply to all flood hazard areas within the City of Alachua, as established in Section 6.9.4(B)(3).

(3) Basis for establishing flood hazard areas. The Flood Insurance Study for Alachua County, Florida and Incorporated Areas dated June 16, 2006, and all subsequent amendments and revisions, and the accompanying Flood Insurance Rate Maps (FIRM), and all subsequent amendments and revisions to such maps, are adopted by reference as a part of this subsection and shall serve as the minimum basis for establishing flood hazard areas. Studies and maps that establish flood hazard areas are on file in the Planning & Community Development Department.

(4) Submission of additional data to establish flood hazard areas. To establish flood hazard areas and base flood elevations, pursuant to Section 6.9.4(E) the Floodplain Administrator may require submission of additional data. Where field surveyed topography prepared by a Florida licensed professional surveyor or digital topography accepted by the City indicates that ground elevations:

(a) Are below the closest applicable base flood elevation, even in areas not delineated as a special flood hazard area on a FIRM, the area shall be considered as flood hazard area and subject to the requirements of this subsection and, as applicable, the requirements of the *Florida Building Code*, as amended.

(b) Are above the closest applicable base flood elevation, the area shall be regulated as special flood hazard area unless the owner or owner's authorized agent (the "applicant") obtains a Letter of Map Change that removes the area from the special flood hazard area.

- (5) Other laws. The provisions of this subsection shall not be deemed to nullify any provisions of local, state or federal law.
- (6) Abrogation and greater restrictions. These regulations supersede any ordinances or regulations previously in effect for management of development in flood hazard areas. However, it is not intended to repeal or abrogate any existing ordinances including but not limited to these LDRs, zoning ordinances, stormwater management regulations, or the *Florida Building Code*, as amended. In the event of a conflict between the requirements of this subsection and any other ordinances, the more restrictive shall govern. These regulations shall not impair any deed restriction, covenant or easement, but any land that is subject to such interests shall also be governed by this subsection.
- (7) Interpretation. In the interpretation and application of this subsection, all provisions shall be:
- (a) Considered as minimum requirements;
  - (b) Liberal construed in favor of the governing body; and
  - (c) Deemed neither to limit nor repeal any other powers granted under state statutes.
- (C) Duties and powers of the floodplain administrator.
- (1) Designation. The LDR Administrator is designated as the Floodplain Administrator. The Floodplain Administrator may delegate performance of certain duties to other employees.
- (2) General. The Floodplain Administrator is authorized and directed to administer and enforce the provisions of this subsection. The Floodplain Administrator shall have the authority to render interpretations of this subsection consistent with the intent and purpose of this subsection and may establish policies and procedures in order to clarify the application of its provisions. Such interpretations shall be made pursuant to Section 2.4.19, Interpretation by LDR Administrator. Such interpretations, policies, and procedures shall not have the effect of waiving requirements specifically provided in this subsection without the granting of a floodplain development variance pursuant to Section 6.9.4(G).
- (3) Applications, permits, and approvals. The Floodplain Administrator, in coordination with other pertinent offices of the City, shall:
- (a) Review applications and plans to determine whether proposed new development will be located in flood hazard areas;
  - (b) Review applications for modification of any existing development in flood hazard areas for compliance with the requirements of this subsection;
  - (c) Interpret flood hazard area boundaries where such interpretation is necessary to determine the exact location of boundaries; a person contesting the determination shall have the opportunity to appeal the interpretation;
  - (d) Provide available flood elevation and flood hazard information;
  - (e) Determine whether additional flood hazard data shall be obtained from other sources or shall be developed by an applicant;
  - (f) Review applications to determine whether proposed development will be reasonably safe from flooding;

- (g) Issue floodplain development permits or approvals for development other than buildings and structures that are subject to the *Florida Building Code*, as amended, including buildings, structures and facilities exempt from the *Florida Building Code*, as amended, when compliance with this subsection is demonstrated, or disapprove the same in the event of noncompliance; and
- (h) Coordinate with and provide comments to the Building Official to assure that applications, plan reviews, and inspections for buildings and structures in flood hazard areas comply with the applicable provisions of this subsection.
- (4) *Substantial improvement and substantial damage determinations.* For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Building Official, shall:
  - (a) Estimate the market value of the building or structure using the building value less any miscellaneous improvements or accessory structures from the appraised value as assessed by the Alachua County Property Appraiser's office, plus 20 percent before the start of construction of the proposed work, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made;
  - (b) Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure. Upon the request of the Floodplain Administrator, the applicant shall provide a detailed valuation of all labor and materials for the construction project and all costs necessary to evaluate the substantial improvement and substantial damage requirements;
  - (c) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; and,
  - (d) Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the *Florida Building Code*, as amended, and this subsection is required.
- (5) *Modifications of the strict application of the requirements of the Florida Building Code.* The Floodplain Administrator shall review requests submitted to the Building Official that seek approval to modify the strict application of the flood load and flood resistant construction requirements of the *Florida Building Code*, as amended, to determine whether such requests require the granting of a floodplain development variance pursuant to Section 6.9.4(G).
- (6) *Notices and orders.* The Floodplain Administrator shall coordinate with appropriate local agencies for the issuance of all necessary notices or orders to ensure compliance with this subsection.
- (7) *Inspections.* The Floodplain Administrator shall make the required inspections as specified in Section 6.9.4(F) for development that is not subject to the *Florida Building Code*, as amended,



including buildings, structures and facilities exempt from the *Florida Building Code*, as amended. The Floodplain Administrator shall inspect flood hazard areas to determine if development is undertaken without issuance of a permit.

(8) *Other duties of the Floodplain Administrator.* The Floodplain Administrator shall have other duties, including but not limited to:

- (a) Establish, in coordination with the Building Official, procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 6.9.4(C)(4);
- (b) Require that applicants proposing alteration of a watercourse notify adjacent communities and the Florida Division of Emergency Management, State Floodplain Management Office, and submit copies of such notifications to FEMA;
- (c) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps if the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available;
- (d) Review required design certifications and documentation of elevations specified by this subsection and the *Florida Building Code*, as amended, to determine that such certifications and documentations are complete; and
- (e) Notify FEMA when the corporate boundaries of the City of Alachua are modified. stopped here

(9) *Floodplain management records.* Regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of this subsection and the flood resistant construction requirements of the *Florida Building Code*, as amended, including Flood Insurance Rate Maps; Letters of Map Change; records of issuance of permits or approval and denial of permits or approvals; determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required design certifications and documentation of elevations specified by the *Florida Building Code*, as amended, and this subsection; notifications to adjacent communities, FEMA, and the state related to alterations of watercourses; assurances that the flood carrying capacity of altered watercourses will be maintained; documentation related to appeals and variances from floodplain development requirements, including justification for issuance or denial; and records of enforcement actions taken pursuant to this subsection and the flood resistant construction requirements of the *Florida Building Code*, as amended. These records shall be available for public inspection in the Planning & Community Development Department.

(D) *Permits or approvals.*

(1) *Permits or approvals required.* Any applicant who intends to undertake any development activity within the scope of this subsection, including buildings, structures and facilities exempt from the *Florida Building Code*, as amended, which is wholly within or partially within any flood hazard area shall first make application to the Floodplain Administrator, and the Building Official if applicable, and shall obtain the required permit(s) or approval(s). No such permit or approval shall be issued until

compliance with the requirements of this subsection and all other applicable codes and regulations has been satisfied.

- (2) Floodplain development permits or approvals. Floodplain development permits or approvals shall be issued pursuant to this subsection for any development activities not subject to the requirements of the *Florida Building Code*, as amended, including buildings, structures and facilities exempt from the *Florida Building Code*, as amended. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.
- (3) Buildings, structures and facilities exempt from the Florida Building Code. Pursuant to the requirements of federal regulation for participation in the National Flood Insurance Program (44 C.F.R. Sections 59 and 60), floodplain development permits or approvals shall be required for the following buildings, structures and facilities that are exempt from the *Florida Building Code*, as amended, and any further exemptions provided by law, which are subject to the requirements of this subsection:
- (a) Railroads and ancillary facilities associated with the railroad;
  - (b) Nonresidential farm buildings on farms, as provided in Section 604.50, Florida Statutes;
  - (c) Temporary buildings or sheds used exclusively for construction purposes;
  - (d) Mobile or modular structures used as temporary offices;
  - (e) Those structures or facilities of electric utilities, as defined in Section 366.02, Florida Statutes, which are directly involved in the generation, transmission, or distribution of electricity;
  - (f) Chickees constructed by the Miccosukee Tribe of Indians of Florida or the Seminole Tribe of Florida. As used in this paragraph, the term "chickee" means an open-sided wooden hut that has a thatched roof of palm or palmetto or other traditional materials, and that does not incorporate any electrical, plumbing, or other non-wood features;
  - (g) Family mausoleums not exceeding 250 square feet in area which are prefabricated and assembled on site or preassembled and delivered on site and have walls, roofs, and a floor constructed of granite, marble, or reinforced concrete;
  - (h) Temporary housing provided by the Department of Corrections to any prisoner in the state correctional system; or,
  - (i) Structures identified in Section 553.73(10)(k), Florida Statutes, are not exempt from the Florida Building Code, as amended, if such structures are located in flood hazard areas established on Flood Insurance Rate Maps.
- (4) Application for a permit or approval. To obtain a floodplain development permit or approval the applicant shall first file an application in writing on a form furnished by the City. The information provided shall:
- (a) Identify and describe the development to be covered by the permit or approval.

- (b) Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
  - (c) Indicate the use and occupancy for which the proposed development is intended.
  - (d) Be accompanied by a site plan or construction documents as specified in Section 6.9.4(E).
  - (e) State the valuation of the proposed work.
  - (f) Be signed by the applicant.
  - (g) Give such other data and information as required by the Floodplain Administrator.
- (5) Validity of permit or approval. The issuance of a floodplain development permit or approval for development located in a flood hazard area pursuant to this subsection shall not be construed to be a permit for, or approval of, any violation of this subsection, the *Florida Building Code*, as amended, or any other ordinances or regulations of the City. The issuance of permits or approvals based on submitted applications, construction documents, and information shall not prevent the Floodplain Administrator from requiring the correction of errors and omissions.
- (6) Expiration. Approval for development located in a flood hazard area shall become invalid unless the work authorized by such permit or approval is commenced within 180 days after its issuance, or if the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions for periods of not more than 180 days each shall be submitted to the LDR Administrator in writing and good cause shall be demonstrated.
- (7) Suspension or revocation. The Floodplain Administrator is authorized to suspend or revoke a floodplain development permit or approval if the permit or approval was issued in error, on the basis of incorrect, inaccurate or incomplete information, or in violation of this subsection or any other ordinance, regulation or requirement of the City.
- (8) Other permits or approvals required. Floodplain development permits or approvals shall include a condition that all other applicable state or federal permits be obtained before commencement of the permitted development, including but not limited to the following:
- (a) The Suwannee River Water Management District; Section 373.036, Florida Statutes.
  - (b) Florida Department of Health for onsite sewage treatment and disposal systems; Section 381.0065, Florida Statutes, and Chapter 64E-6, Florida Administrative Code.
  - (c) Florida Department of Environmental Protection for activities subject to the Joint Coastal Permit; Section 161.055, Florida Statutes.
  - (d) Florida Department of Environmental Protection for activities that affect wetlands and alter surface water flows, in conjunction with the U.S. Army Corps of Engineers; Section 404 of the Clean Water Act.
  - (e) Federal permits and approvals.

(E) Site plans and construction documents.

- (1) Information for development in flood hazard areas. The site plan or construction documents for any development subject to the requirements of this subsection shall be drawn to scale and shall include, as applicable to the proposed development:
- (a) Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations if necessary for review of the proposed development.
  - (b) Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 6.9.4(E)(2)(b) or Section 6.9.4(E)(2)(c).
  - (c) Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and the base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 6.9.4(E)(2)(a).
  - (d) Location of the proposed activity and proposed structures, and locations of existing buildings and structures.
  - (e) Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
  - (f) Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose.
  - (g) Existing and proposed alignment of any proposed alteration of a watercourse.
  - (h) The Floodplain Administrator is authorized to waive the submission of site plans, construction documents, and other data that are required by this subsection but that are not required to be prepared by a registered design professional if it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance with this subsection.
- (2) Information in flood hazard areas without base flood elevations (approximate Zone A). Where flood hazard areas are delineated on the FIRM and base flood elevation data have not been provided, the Floodplain Administrator shall:
- (a) Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices.
  - (b) Obtain, review, and provide to applicants base flood elevation and floodway data available from a federal or state agency or other source, such as the U.S. Army Corps of Engineers or the Suwannee River Water Management District, or require the applicant to obtain and use base flood elevation and floodway data available from a federal or state agency or other source.
  - (c) Where base flood elevation and floodway data are not available from another source, where the available data are deemed by the Floodplain Administrator to not reasonably reflect



flooding conditions, or where the available data are known to be scientifically or technically incorrect or otherwise inadequate:

- i. Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices; or
- ii. Specify that the base flood elevation is four (4) feet above the highest adjacent grade at the location of the development, provided there is no evidence indicating flood depths have been or may be greater than two (2) feet.
- iii. Where the base flood elevation data are to be used to support a Letter of Map Change from FEMA, advise the applicant that the analyses shall be prepared by a Florida licensed engineer in a format required by FEMA, and that it shall be the responsibility of the applicant to satisfy the submittal requirements and pay the processing fees.

(3) Additional analyses and certifications. As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall submit the following analyses signed and sealed by a Florida licensed engineer at such time the site plan and construction documents are submitted to the City:

- (a) For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 6.9.4(E)(4) and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.
- (b) For development activities proposed to be located in a riverine flood hazard area for which base flood elevations are included in the Flood Insurance Study or on the FIRM and floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments, will not increase the base flood elevation more than one (1) foot at any point within the City. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.
- (c) For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained in a manner which preserves the channel's flood-carrying capacity; the applicant shall submit the analysis to FEMA as specified in Section 6.9.4(E)(4).

(4) Submission of additional data. When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant has the right to seek a Letter of Map Change from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a Florida licensed engineer in a format

required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

(F) *Inspections.*

- (1) *General.* Development for which a floodplain development permit or approval is required shall be subject to inspection.
- (2) *Development other than buildings and structures.* The Floodplain Administrator shall inspect all development to determine compliance with the requirements of this subsection and the conditions of issued floodplain development permits or approvals.
- (3) *Buildings, structures and facilities exempt from the Florida Building Code.* The Floodplain Administrator shall inspect buildings, structures and facilities exempt from the *Florida Building Code*, as amended, to determine compliance with the requirements of this subsection and the conditions of issued floodplain development permits or approvals.
- (4) *Buildings, structures and facilities exempt from the Florida Building Code, lowest floor inspection.* Upon placement of the lowest floor, including basement, and prior to further vertical construction, the owner of a building, structure or facility exempt from the *Florida Building Code*, as amended, or the owner's authorized agent, shall submit to the Floodplain Administrator:
  - (a) *If a design flood elevation was used to determine the required elevation of the lowest floor, the certification of elevation of the lowest floor prepared and sealed by a Florida licensed professional surveyor; or*
  - (b) *If the elevation used to determine the required elevation of the lowest floor was determined in accordance with Section 6.9.4(E)(2)(c)(ii), the documentation of height of the lowest floor above highest adjacent grade, prepared by the owner or the owner's authorized agent.*
- (5) *Buildings, structures and facilities exempt from the Florida Building Code, final inspection.* As part of the final inspection, the owner or owner's authorized agent shall submit to the Floodplain Administrator a final certification of elevation of the lowest floor or final documentation of the height of the lowest floor above the highest adjacent grade; such certifications and documentations shall be prepared as specified in Section 6.9.4(F)(4).
- (6) *Manufactured homes.* The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of this subsection and the conditions of the issued permit or approval. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted to the Floodplain Administrator.

(G) *Floodplain development variances and appeals.*

- (1) *General.* The Board of Adjustment shall hear and decide on requests for appeals and requests for variances from the strict application of this subsection. Pursuant to Section 553.73(5), Florida Statutes, the Board of Adjustment shall hear and decide on requests for appeals and requests for variances from the strict application of the flood resistant construction requirements of the *Florida Building Code*, as amended.
- (2) *Appeals.* The Board of Adjustment shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the Floodplain Administrator in the

administration and enforcement of this subsection. Any person aggrieved by the decision may appeal such decision to the Circuit Court, as provided by Florida Statutes.

- (3) *Limitations on authority to grant floodplain development variances.* The Board of Adjustment shall base its decisions on floodplain development variances on technical justifications submitted by applicants, the considerations for issuance in Section 6.9.4(G)(7), the conditions of issuance set forth in Section 6.9.4(G)(8), and the comments and recommendations of the Floodplain Administrator and the Building Official. The Board of Adjustment has the right to attach such conditions as it deems necessary to further the purposes and objectives of this subsection.
- (4) *Restrictions in floodways.* A floodplain development variance shall not be issued for any proposed development in a floodway if any increase in base flood elevations would result, as evidenced by the applicable analyses and certifications required in Section 6.9.4(E)(3).
- (5) *Historic buildings.* A floodplain development variance may be granted for the repair, improvement, or rehabilitation of a historic building that is determined eligible for the exception to the flood resistant construction requirements of the *Florida Building Code, Existing Building*, Chapter 12 Historic Buildings, as amended, upon a determination that the proposed repair, improvement, or rehabilitation will not preclude the building's continued designation as a historic building and the floodplain development variance is the minimum necessary to preserve the historic character and design of the building. If the proposed work precludes the building's continued designation as a historic building, a floodplain development variance shall not be granted and the building and any repair, improvement, and rehabilitation shall be subject to the requirements of the *Florida Building Code*, as amended.
- (6) *Functionally dependent uses.* A floodplain development variance may be granted for the construction or substantial improvement necessary for the conduct of a functionally dependent use, as defined in this subsection, provided the floodplain development variance meets the requirements of Section 6.9.4(G)(4), is the minimum necessary considering the flood hazard, and all due consideration has been given to use of methods and materials that minimize flood damage during occurrence of the base flood.
- (7) *Standards for issuance of floodplain development variances.* In reviewing requests for floodplain development variances, the Board of Adjustment shall consider all technical evaluations, all relevant factors, all other applicable provisions of the *Florida Building Code*, as amended, this subsection, and the following:
- (a) The danger that materials and debris may be swept onto other lands resulting in further injury or damage;
  - (b) The danger to life and property due to flooding or erosion damage;
  - (c) The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners;
  - (d) The importance of the services provided by the proposed development to the City;
  - (e) The availability of alternate locations for the proposed development that are subject to lower risk of flooding or erosion;
  - (f) The compatibility of the proposed development with existing and anticipated development;

- (g) The relationship of the proposed development to the comprehensive plan and floodplain management program for the area;
  - (h) The safety of access to the property in times of flooding for ordinary and emergency vehicles;
  - (i) The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and,
  - (j) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets and bridges.
- (8) Conditions for issuance of floodplain development variances. Floodplain development variances shall be issued only upon all of the following conditions being met:
- (a) Submission by the applicant, of a showing of good cause that the unique characteristics of the size, configuration, or topography of the site limit compliance with any provision of this subsection or the required elevation standards;
  - (b) Determination and finding by the Board of Adjustment that the standards for issuance of a floodplain development permit or approval provided in Section 6.9.4(G)(7) cannot be met, and that:
    - i. Failure to grant the floodplain development variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable; increased costs to satisfy the requirements or inconvenience do not constitute hardship;
    - ii. The granting of a floodplain development variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws and ordinances; and
    - iii. The floodplain development variance is the minimum necessary, considering the flood hazard, to afford relief;
  - (c) Receipt of a signed statement by the applicant that the floodplain development variance, if granted, shall be recorded in the Office of the Clerk of the Court, and the recording fees incurred by the applicant, in such a manner that it appears in the chain of title of the affected parcel of land; and
  - (d) If the request is for a floodplain development variance to allow construction of the lowest floor of a new building, or substantial improvement of a building, below the required elevation, a copy in the record of a written notice from the Floodplain Administrator to the applicant for the floodplain development variance, specifying the difference between the base flood elevation and the proposed elevation of the lowest floor, stating that the cost of federal flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation (up to amounts as high as \$25 for \$100 of insurance coverage), and stating that construction below the base flood elevation increases risks to life and property.



(H) Violations.

- (1) Violations. Any development that is not within the scope of the *Florida Building Code*, as amended, but that is regulated by this subsection that is performed without an issued permit or approval, that is in conflict with an issued permit or approval, or that does not fully comply with this subsection, shall be deemed a violation of this subsection. A building or structure without the documentation of elevation of the lowest floor, other required design certifications, or other evidence of compliance required by this subsection or the *Florida Building Code*, as amended is presumed to be a violation until such time as that documentation is provided.
- (2) Authority. For development that is not within the scope of the *Florida Building Code*, as amended, but that is regulated by this subsection and that is determined to be a violation, the Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of the property involved, to the owner's agent, or to the person or persons performing the work.
- (3) Unlawful continuance. Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by law.
- (4) Enforcement, remedies, and penalties. Any violations of this subsection shall be subject to the enforcement, remedies, and penalties as set forth in Article 9 of these LDRs.

(I) Design and construction of buildings, structures and facilities exempt from the Florida Building Code. Pursuant to Section 6.9.4(D)(3), buildings, structures, and facilities that are exempt from the *Florida Building Code*, as amended, including substantial improvement or repair of substantial damage of such buildings, structures and facilities, shall be designed and constructed in accordance with the flood load and flood resistant construction requirements of ASCE 24. Structures exempt from the *Florida Building Code*, as amended, that are not walled and roofed buildings shall comply with the requirements of Section 6.9.4(O).

(J) Subdivisions.

- (1) Minimum requirements. Subdivision proposals, including proposals for manufactured home parks and subdivisions, shall be reviewed to determine that all of the following are met:
  - (a) No building or structure shall not be located in flood hazard areas where other alternatives for the location of such structures exist on the site;
  - (b) Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;
  - (c) All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage;
  - (d) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures; and,
  - (e) In any area outside of the flood hazard area where a perennial watercourse is present, no building or fill shall be located within a distance of the stream bank equal to five times the width of the watercourse at the top of the bank or 35 feet, whichever is greater.

(2) Subdivision plats. Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:

- (a) Delineation of flood hazard areas, floodway boundaries and flood zones, and design flood elevations, as appropriate, shall be shown on preliminary plats and final plats;
- (b) Where the subdivision has more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM, the base flood elevations determined in accordance with Section 6.9.4(E)(2)(a);
- (c) The elevation of proposed structures and pads;
- (d) If the site is filled above the base flood elevation, the final pad elevation shall be certified by a Florida licensed professional surveyor;
- (e) Compliance with the site improvement and utilities requirements of Section 6.9.4(K); and,
- (f) The following flood hazard warning is displayed on the plat: "FLOOD HAZARD WARNING: This property may be subject to flooding. You should contact the City LDR Administrator and obtain the latest information about flood elevations and restrictions before making plans for the use of this land."

(K) Site improvements, utilities and limitations.

(1) Minimum requirements. All proposed new development shall be reviewed to determine that all of the following are met:

- (a) No building or structure shall be located in flood hazard areas where other alternatives for the location of such structures exist on the site;
- (b) Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;
- (c) All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and
- (d) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.

(2) Sanitary sewage facilities. All new and replacement sanitary sewage facilities, private sewage treatment plants (including all pumping stations and collector systems), and on-site waste disposal systems shall be designed in accordance with the standards for onsite sewage treatment and disposal systems in Chapter 64E-6, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the facilities and discharge from the facilities into flood waters, and impairment of the facilities and systems.

(3) Water supply facilities. All new and replacement water supply facilities shall be designed in accordance with the water well construction standards in Chapter 62-532.500, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the systems.

(4) Encroachment limitations. In flood hazard areas without base flood elevations (approximate Zone A), no encroachments including fill material and structures shall be located within a distance of the

stream bank equal to five times the width of the watercourse at the top of the bank or 35 feet for all perennial watercourses, whichever is greater. In any area outside of a flood hazard area (Zone B, C, or X) where a perennial water course is present, no building or fill shall be located within a distance of the bank equal to 35 feet.

(5) *Limitations on sites in regulatory floodways.* No development, including but not limited to site improvements, and land disturbing activity involving fill or regrading, shall be authorized in the regulatory floodway unless the floodway encroachment analysis required in Section 6.9.4(E)(3)(a) demonstrates that the proposed development or land disturbing activity will not result in any increase in the base flood elevation.

(6) *Limitations on placement of fill.* Subject to the limitations of this subsection, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwaters, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, if intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the *Florida Building Code*, as amended.

(L) *Manufactured homes.*

(1) *General.* All manufactured homes permitted in flood hazard areas shall be installed by an installer that is licensed pursuant to Section 320.8249, Florida Statutes, and shall comply with the requirements of Chapter 15C-1, F.A.C. and the requirements of this subsection.

(2) *Foundations.* All new manufactured homes and replacement manufactured homes installed in flood hazard areas shall be installed on permanent, reinforced foundations that are designed in accordance with the foundation requirements of the *Florida Building Code Residential* Section R322.2, as amended, and this subsection. Foundations for manufactured homes subject to Section 6.9.4(L)(6) are permitted to be reinforced piers or other foundation elements of at least equivalent strength.

(3) *Anchoring.* All new manufactured homes and replacement manufactured homes shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse or lateral movement. Methods of anchoring include, but are not limited to, use of over-the-top or frame ties to ground anchors. This anchoring requirement is in addition to applicable state and local anchoring requirements for wind resistance.

(4) *Elevation.* Manufactured homes that are placed, replaced, or substantially improved shall comply with Section 6.9.4(L)(5) or Section 6.9.4(L)(6), as applicable.

(5) *General elevation requirement.* Unless subject to the requirements of Section 6.9.4(L)(6), all manufactured homes that are placed, replaced, or substantially improved shall be elevated such that the bottom of the frame is at or above the elevation required, as applicable to the flood hazard area, in the *Florida Building Code, Residential* Section R322.2 (Zone A), as amended on sites located:

(a) In an expansion to an existing manufactured home park or subdivision; or,

(b) In an existing manufactured home park or subdivision upon which a manufactured home has incurred "substantial damage" as the result of a flood.

(6) *Elevation requirement for certain existing manufactured home parks and subdivisions.* Manufactured homes that are not subject to Section 6.9.4(L)(5), including manufactured homes that are placed, replaced, or substantially improved on sites located in an existing manufactured home

park or subdivision, unless on a site where substantial damage as result of flooding has occurred, shall be elevated such that either the:

- (a) Bottom of the frame of the manufactured home is at or above the elevation required in the *Florida Building Code, Residential* Section R322.2 (Zone A) , as amended; or
- (b) Bottom of the frame is supported by reinforced piers or other foundation elements of at least equivalent strength that are not less than 36 inches in height above grade.

(7) *Enclosures.* Enclosed areas below elevated manufactured homes shall comply with the requirements of the *Florida Building Code, Residential* Section R322.2, as amended, for such enclosed areas.

(8) *Utility equipment.* Utility equipment that serves manufactured homes, including electric, heating, ventilation, plumbing, and air conditioning equipment and other service facilities, shall comply with the requirements of the *Florida Building Code, Residential* Section R322, as amended.

(M) *Recreational vehicles and park trailers.*

(1) *Temporary placement.* Recreational vehicles and park trailers placed temporarily in flood hazard areas shall:

- (a) Be on the site for fewer than 180 consecutive days; or
- (b) Be fully licensed and ready for highway use, which means the recreational vehicle or park model is on wheels or jacking system, is attached to the site only by quick-disconnect type utilities and security devices, and has no permanent attachments such as additions, rooms, stairs, decks and porches.

(2) *Permanent placement.* Recreational vehicles and park trailers that do not meet the limitations in Section 6.9.4(M)(1) for temporary placement shall meet the requirements of Section 6.9.4(L) for manufactured homes.

(N) *Tanks.*

(1) *Underground tanks.* Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty.

(2) *Above-ground tanks, not elevated.* Above-ground tanks that do not meet the elevation requirements of Section 6.9.4(N)(3) shall be permitted in flood hazard areas provided the tanks are anchored or otherwise designed and constructed to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty and the effects of flood-borne debris.

(3) *Above-ground tanks, elevated.* Above-ground tanks in flood hazard areas shall be attached to and elevated to or above the design flood elevation on a supporting structure that is designed to prevent flotation, collapse or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area.

(4) *Tank inlets and vents.* Tank inlets, fill openings, outlets and vents shall be:

- (a) At or above the design flood elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tanks during conditions of the design flood; and



- (b) Anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.

(O) Other development.

- (1) General requirements for other development. All development, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in this subsection or the Florida Building Code, as amended, shall:
  - (a) Be located and constructed to minimize flood damage;
  - (b) Meet the limitations of Section 6.9.4(K)(5) if located in a regulated floodway;
  - (c) Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the design flood;
  - (d) Be constructed of flood damage-resistant materials; and,
  - (e) Have mechanical, plumbing, and electrical systems above the design flood elevation or meet the requirements of ASCE 24, except that minimum electric service required to address life safety and electric code requirements is permitted below the design flood elevation provided it conforms to the provisions of the electrical part of building code for wet locations.
- (2) Residential accessory structures. The anchoring requirements of Section 6.9.4(O)(1) may be satisfied by bolting the structure to a concrete slab or by over-the-top ties. When bolted to a concrete slab, one-half inch bolts shall be installed six feet on center, with a minimum of two bolts per side, with a force adequate to secure the structure.
- (3) Fences in regulated floodways. Fences in regulated floodways that have the potential to block the passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the limitations of Section 6.9.4(K)(5).
- (4) Retaining walls, sidewalks and driveways in regulated floodways. Retaining walls and sidewalks and driveways that involve the placement of fill in regulated floodways shall meet the limitations of Section 6.9.4(K)(5).
- (5) Roads and watercourse crossings in regulated floodways. Roads and watercourse crossings, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, that encroach into regulated floodways shall meet the limitations of Section 6.9.4(K)(5). Alteration of a watercourse that is part of a road or watercourse crossing shall meet the requirements of Section 6.9.4(E)(3)(c).

Section 10.2 of the City's LDRs is amended to read as follows (text that is underlined is to be added and text that is shown as ~~strikethrough~~ is to be removed). Except as amended herein, the remainder of Section 2.4.15 remains in full force and effect:

Alteration of a watercourse means a dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

~~Area of shallow flooding means a designated A zone on a FEMA FIRM, with base flood depths from one to three feet, where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate, and where velocity flow may be evident.~~

~~Area of special flood hazard means the area so designated on the Federal Emergency Management Agency Official Flood Insurance Rate Map (FEMA FIRM).~~

ASCE 24 means a standard titled *Flood Resistant Design and Construction* that is referenced by the *Florida Building Code*, as amended. ASCE 24 is developed and published by the American Society of Civil Engineers, Reston, VA.

Base flood elevation has the meaning as defined in Section 202, *Florida Building Code*, as amended.

Basement means that portion of a building between the floor and ceiling, which is partly below and partly above grade, but located so that the vertical distance from the grade to the floor below is less than the vertical distance from the grade to the ceiling; provided, however, that the distance from the grade to the ceiling shall be at least four feet six inches; provided however, for purposes of Section 6.9.4, *Floodprone area standards*, basement has the meaning as defined in Section 202, *Florida Building Code*, as amended, for flood loads.

~~Breakaway wall means a wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces without causing damage to the elevated portion of the building or the supporting foundation system.~~

Construction documents has the meaning as defined in Section 202 of the *Florida Building Code*, as amended.

Design flood has the meaning as defined in Section 202, *Florida Building Code*, as amended.

Design flood elevation has the meaning as defined in Section 202, *Florida Building Code*, as amended.

Development ~~means~~ has the meaning as defined in F.S. §§ 163.3164 and 380.04, as amended; provided, however, for the purposes of Section 6.9.4, *Floodprone area standards*, means any man-made change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent storage of equipment or materials, mining, dredging, filling, grading, paving, excavations, drilling operations or any other land disturbing activities.

Dwelling, manufactured home, means a structure building on an integral chassis designed to be used as a dwelling unit when connected to the required utilities, fabricated in an off-site manufacturing facility after June 15, 1976, in one or more sections, which includes the plumbing, heating, air conditioning and electrical systems contained therein, with each section bearing the HUD Code Seal certifying compliance with the Federal Manufactured Home Construction and Safety Standards Act, designed to be transported for installation or assembly at the building site, also known as a "HUD-Code Home." This definition does not include recreational

vehicles, mobile home dwellings or modular home dwellings; provided however, for the purposes of Section 6.9.4, Floodprone area standards, has the meaning as defined in Chapter 15C-1.0101, Florida Administrative Code.

Encroachment means, for the purposes of Section 6.9.4, Floodprone area standards, the placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

Elevated building means a noncellar building built to have the lowest floor elevated above the ground level by means of fill, solid foundation perimeter walls, pilings, columns (posts and piers), shear walls or breakaway walls.

Elevation means, for the purposes of Section 6.9.4, Floodprone area standards, height in feet above mean sea level as established by the National Geodetic Vertical Datum (NGVD) of 1988.

Existing building or existing structure means, for the purposes of Section 6.9.4, Floodprone area standards, any buildings and structures for which the “start of construction” commenced before February 21, 1994.

Existing manufactured home park or subdivision means, for the purposes of Section 6.9.4, Floodprone area standards, a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) was completed before February 21, 1994.

Expansion to an existing manufactured home park or subdivision means, for the purposes of Section 6.9.4, Floodprone area standards, the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

Federal Emergency Management Agency (FEMA) means the federal agency that, in addition to carrying out other functions, administers the National Flood Insurance Program.

Flood damage-resistant materials has the meaning as defined in Section 202, Florida Building Code, as amended.

Flood hazard area has the meaning as defined in Section 202, Florida Building Code, as amended.

Flood area, 100 year, means, for the purposes of Section 6.9.4, Floodprone area standards, those areas that have a land elevation less than the official 100-year flood elevations.

Flood, base, means, for the purposes of Section 6.9.4, Floodprone area standards, the flood having a one percent chance of being equaled or exceeded in any given year.

Flood elevation of record means, for the purposes of Section 6.9.4, Floodprone area standards, the maximum flood elevation for which historical records exist.

Flood elevations, official 10 year, means, for the purposes of Section 6.9.4, Floodprone area standards, the most recent and reliable flood elevations based on a Log Pearson Type III Probability Distribution produced by the United States Geological Survey and based on historical data.

Flood Map, Official 100 Year, means, for the purposes of Section 6.9.4, Floodprone area standards, the map issued by FEMA that delineates the areas having ground elevations that are less than the official 100-year flood elevations.

*Floodplain* means an area inundated during a 100-year flood event and identified by the Federal Emergency Management Agency (FEMA) on Flood Insurance Rate Maps (FIRMs).

*Floodplain Administrator* means, for the purposes of Section 6.9.4, *Floodprone area standards*, the office or position designated and charged with the administration and enforcement of Section 6.9.4, (may also be referred to as the Floodplain Manager).

*Floodplain development permit or approval* means, for the purposes of Section 6.9.4, *Floodprone area standards*, an official document or certificate, including but not limited to a building permit or a Certificate of LDR Compliance, issued by the City, or other evidence of approval or concurrence, which authorizes performance of specific development activities that are located in flood hazard areas and that are determined to be compliant with Section 6.9.4.

*Floodplain development variance* means a grant of relief from the requirements of Section 6.9.4, *Floodprone area standards*, or the flood resistant construction requirements of the *Florida Building Code*, as amended, which permits construction in a manner that would not otherwise be permitted by Section 6.9.4, or the *Florida Building Code*, as amended.

*Floodway encroachment analysis* means, for the purposes of Section 6.9.4, *Floodprone area standards*, an engineering analysis of the impact that a proposed encroachment into a floodway is expected to have on the floodway boundaries and base flood elevations; the evaluation shall be prepared by a qualified Florida licensed engineer using standard engineering methods and models.

*Florida Building Code* means those codes adopted by the Florida Building Commission, including: *Florida Building Code, Building*; *Florida Building Code, Residential*; *Florida Building Code, Existing Building*; *Florida Building Code, Mechanical*; *Florida Building Code, Plumbing*; *Florida Building Code, Fuel Gas*; which are incorporated into Florida Statutes, as amended.

*Functionally dependent use* means, for the purposes of Section 6.9.4, *Floodprone area standards*, a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities; the term does not include long-term storage or related manufacturing facilities.

*Highest adjacent grade* means the highest natural elevation of the ground surface prior to construction next to the proposed walls or foundation of a structure.

*Historic structure* means, for the purposes of Section 6.9.4, *Floodprone area standards*, any structure that is determined eligible for the exception to the flood hazard area requirements of the *Florida Building Code, Existing Building*, Chapter 12 Historic Buildings, as amended.

*Letter of Map Change (LOMC)* means an official determination issued by FEMA that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include:

Letter of Map Amendment (LOMA): An amendment based on technical data showing that a property was incorrectly included in a designated special flood hazard area. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property, portion of a property, or structure is not located in a special flood hazard area.

Letter of Map Revision (LOMR): A revision based on technical data that may show changes to flood zones, flood elevations, special flood hazard area boundaries and floodway delineations, and other planimetric features.



Letter of Map Revision Based on Fill (LOMR-F): A determination that a structure or parcel of land has been elevated by fill above the base flood elevation and is, therefore, no longer located within the special flood hazard area. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the City's floodplain management regulations.

Conditional Letter of Map Revision (CLOMR): A formal review and comment as to whether a proposed flood protection project or other project complies with the minimum NFIP requirements for such projects with respect to delineation of special flood hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study; upon submission and approval of certified as-built documentation, a Letter of Map Revision may be issued by FEMA to revise the effective FIRM.

Light-duty truck, as defined in 40 C.F.R. 86.082-2, as amended, means any motor vehicle rated at 8,500 pounds Gross Vehicular Weight Rating or less which has a vehicular curb weight of 6,000 pounds or less and which has a basic vehicle frontal area of 45 square feet or less, which is:

1. Designed primarily for purposes of transportation of property or is a derivation of such a vehicle, or
2. Designed primarily for transportation of persons and has a capacity of more than 12 persons; or
3. Available with special features enabling off-street or off-highway operation and use.

Lowest floor, for the purposes of Section 6.9.4, Floodprone area standards, has the meaning as defined in Section 202, Florida Building Code, as amended.

Manufactured home park or subdivision means, for the purposes of Section 6.9.4, Floodprone area standards, a parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

Market value means, for the purposes of Section 6.9.4, Floodprone area standards, the price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in Section 6.9.4, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value may be established by a qualified independent appraiser, Actual Cash Value (replacement cost depreciated for age and quality of construction), or building value as assessed by the Alachua County Property Appraiser's office, plus 20 percent of the tax assessment value.

Mean sea level means the average height of the sea for all stages of the tide. It is used as a reference for establishing various elevations within the floodplain. The term is synonymous with National Geodetic Vertical Datum (NGVD).

New construction means, for the purposes of Section 6.9.4, Floodprone area standards and the flood resistant construction requirements of the Florida Building Code, as amended, structures for which the "start of construction" commenced on or after February 21, 1994 and includes any subsequent improvements to such structures.

New manufactured home park or subdivision means, for the purposes of Section 6.9.4, Floodprone area standards, a manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after February 21, 1994.

Official 100 Year Flood Map means the map issued by the Federal Emergency Management Agency that delineates the areas having ground elevations that are less than the official 100 year flood elevations.

Park trailer, for purposes of Section 6.9.4, Floodprone area standards, has the meaning as defined in Chapter 320.01(1)(b)7., Florida Statutes.

Recreational vehicle means a transportable structure primarily designed as temporary living quarters for recreational, camping or travel use, which either has its own motor power or is mounted on or drawn by another vehicle. Recreational vehicles, when traveling on the public roadways of the State, must comply with the length and width provisions of F.S. § 316.515. The term "recreational vehicle" shall include motor home, camper bus and travel trailer, camping trailer, truck camper but shall not include pick-up trucks with camper shells that extend one foot or less above the cab of the truck; provided however, for the purposes of Section 6.9.4, Floodprone area standards, means a vehicle, including a park trailer, which is:

1. Built on a single chassis;
2. Four hundred (400) square feet or less when measured at the largest horizontal projection;
3. Designed to be self-propelled or permanently towable by a light-duty truck; and
4. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

Special flood hazard area has the meaning as defined in Section 202, Florida Building Code, as amended.

~~Start of construction means substantial improvement; provided the actual start of construction, repair, reconstruction or improvement was within 180 days of the date the building permit was issued. The term "actual start" means the first placement of permanent construction of a structure (including a manufactured home) on a site, such as the pouring of slabs or footings, installation of piles, construction of columns, or any work beyond the stage of excavation or the placement of a manufactured home on a foundation. The term "permanent construction" does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or that are not part of the main structure.~~

Start of construction has the meaning as defined in Section 202, Florida Building Code, as amended.

~~Substantial damage has the meaning as defined in Section 202, Florida Building Code, as amended. means, for the purposes of Section 6.9.4, Floodprone area standards, damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.~~

~~Substantial improvement means, for a structure built prior to the enactment of these LDRs, repair, reconstruction or improvement of a structure the cost of which equals or exceeds 50 percent of the market value of the structure before the improvement or repair is started. Substantial improvement is considered to occur when the first alteration on any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term "substantial improvement" does not, however, include either:~~

- ~~(1) Any project for improvement of a structure to comply with existing State or local health, sanitary or safety code specifications that are solely necessary to ensure safe living conditions; or~~
- ~~(2) Any alteration of a structure listed on the National Register of Historic Places.~~

Substantial improvement has the meaning as defined in Section 202, Florida Building Code, as amended.

## EXHIBIT “B”

Subpart A, Chapter 8, Section 8.29 of the City’s Code of Ordinances is amended to read as follows (text that is underlined is to be added and text that is shown as ~~strikethrough~~ is to be removed). Except as amended herein, the remainder of Section 8.29 of the City’s Code of Ordinances remains in full force and effect:

### Sec. 8-29. - Florida Building Code.

- (a) The ~~2007-2017~~ Florida Building Code (Code), as amended from time to time and adopted by F.S. ch. 553, is hereby adopted and shall be enforced in the City.
- (b) The *Florida Building Code, Residential* is hereby amended by the following technical amendment:

**R322.2.2 Enclosed areas below design flood elevation.** Enclosed areas, including crawl spaces, that are below the design flood elevation shall:

1. Be used solely for parking of vehicles, building access or storage. The interior portion of such enclosed areas shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators, unless a partition is required by the fire code. The limitation on partitions does not apply to load bearing walls interior to perimeter wall (crawl space) foundations. Access to enclosed areas shall be the minimum necessary to allow for the parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the building (stairway or elevator).

Remainder of R322.2 unchanged.

- (c) The *Florida Building Code, Building* is hereby amended by the following technical amendment:

**1612.4.2 Additional requirements for enclosed areas.** In addition to the requirements of ASCE 24, enclosed areas below the design flood elevation shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators.

- ~~(b)~~(d) The Florida Building Code is hereby amended by adding: Surface treatment of masonry walls and structures. All exterior masonry walls and structures shall have a finished appearance through the application of stucco or other approved surfacing materials or by tooling all joints and properly sealing and painting the surface.
- ~~(e)~~(e) The City Commission shall set and determine its own fees for permits and all inspections and any other type of fees applicable under the Florida Building Code.



FEMA

January 17, 2013

Mr. Miles E. Anderson  
Chief, Mitigation Bureau  
Florida Division of Emergency Management  
2555 Shumard Oak Boulevard  
Tallahassee, Florida 32399-2100

RECEIVED  
13 JAN 25 PM 1:03  
BUREAU OF MITIGATION

Reference: Florida Building Code Companion Model Floodplain Management Ordinance

Dear Mr. Anderson,

We have reviewed the response from your National Flood Insurance Program (NFIP) Coordinating Office to our review comments, dated December 21, 2012, on the Code companion model floodplain management ordinance. During a conference call on January 15, 2013, some additional clarifications and instructional guidance was discussed for two sections of the Code Companion model floodplain management ordinance.

On January 16, 2013, we received the revised A-V Zone Code Companion model floodplain management ordinance, and the modified instructions and notes. We appreciate the changes made to address the concerns discussed on our conference call.

We agree that the flood-resistant construction requirements of the Florida Building Code, and the revised Code Companion Model Floodplain Management Ordinance, in conjunction with the ASCE/SEI 24 are compliant with the NFIP requirements.

Please feel free to call Susan Wilson, CFM, at (770)220-5414 or email at [Susan.Wilson@fema.dhs.gov](mailto:Susan.Wilson@fema.dhs.gov) with any questions or comments.

Sincerely,

Brad G. Loar, CFM, Director  
Mitigation Division



## COMMUNITY RESPONSIBILITIES FOR PARTICIPATION IN THE NFIP

When communities initially decide to participate in the National Flood Insurance Program (NFIP) they pass resolutions making certain commitments. Subsequently, communities adopt regulations that apply to all development in special flood hazard areas. These regulations must meet or exceed the minimum administrative and technical requirements in the NFIP regulations (44 CFR Part 59 and Part 60). Both documents contain statements of responsibility – commitments the community makes in return for the Federal government making flood insurance available through the NFIP and providing certain forms of disaster assistance in mapped special flood hazard areas.

This document summarizes the community responsibilities from that initial resolution and from the April 12, 2012 Florida model floodplain management ordinance package, and notes the NFIP regulation associated with each responsibility. These responsibilities are in addition to the duties and responsibilities of building officials under the 2010 *Florida Building Code*.

The State Floodplain Management Office posts guidance documents and other materials for administering various aspects of local floodplain management regulations and inter-local agreements at <http://www.floridadisaster.org/Mitigation/SFMP/Index.htm>

Local Ordinance and Building Code Resources, including model ordinances (with instructions and notes), excerpts of the flood provisions of the 2010 *Florida Building Code*, “Highlights of ASCE 24,” model language for some “higher standards, and a 6-page summary of the flood provisions that was prepared by Building A Safer Florida are available at [http://www.floridadisaster.org/Mitigation/SFMP/lobc\\_resources.htm](http://www.floridadisaster.org/Mitigation/SFMP/lobc_resources.htm)

FROM: Resolution of Intent to Participate in the NFIP	NFIP Regulations (44 CFR)
(a) Assist FEMA, at its request, in delineation of the limits of the area having special flood, or flood-related hazards, (b) Provide such information as FEMA may request concerning present uses and occupancy of the floodplain, or flood-related areas, (c) Cooperate with Federal, State, and local agencies and private firms that undertake to study, survey, map, and identify floodplain, or flood-related areas, and cooperate with neighboring communities with respect to management of adjoining floodplain, and/or flood-related areas in order to prevent aggravation of existing hazards, and	59.22(a)(9)(iv)
(d) Upon occurrence, notify FEMA, in writing, whenever the boundaries of the Community have been modified by annexation or the community has otherwise assumed or no longer has authority to adopt and enforce floodplain management regulations for a particular area. In order that all Flood hazard Boundary Maps and Flood Insurance Rate Maps accurately represent the Community's boundaries, include within such notification a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished flood plain management regulatory authority.	59.22(a)(9)(v)

<b>FROM: Resolution of Intent to Participate in the NFIP</b>	<b>NFIP Regulations (44 CFR)</b>
Appoints ( <i>OFFICIAL TITLE &amp; OFFICE OR AGENCY</i> ) to maintain for public inspection and to furnish upon request for the determination of applicable flood insurance risk premium rates within all areas having special flood hazards identified on a Flood Hazard Boundary Map or Flood Insurance Rate Map, any certificates of flood-proofing, and information on the elevation (in relation to mean sea level) of the level of the lowest floor (including basement) of all new and substantially improved structures, and include whether or not such structures include a basement, and if the structure has been floodproofed; and	59.22(a)(9)(iii)
Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the program.	See additional duties set forth in the FPM ordinance and FBC.

<b>Florida Model Code-Coordinated Ordinance (April 12, 2012)</b>	<b>NFIP Regulations (44 CFR)</b>
<b>SECTION 103 DUTIES AND POWER OF THE FLOODPLAIN ADMINISTRATOR</b>	
<b>103.1 Designation.</b> The {insert position title} is designated as the Floodplain Administrator. The Floodplain Administrator may delegate performance of certain duties to other employees.	60.22(a)(9)(iii)
<b>103.2 General.</b> The Floodplain Administrator is authorized and directed to administer and enforce the provisions of this ordinance. The Floodplain Administrator shall have the authority to render interpretations of this ordinance consistent with the intent and purpose of this ordinance and may establish policies and procedures in order to clarify the application of its provisions. Such interpretations, policies, and procedures shall not have the effect of waiving requirements specifically provided in this ordinance without the granting of a variance pursuant to Section 107 of this ordinance.	60.3
<b>103.3 Applications and permits.</b> The Floodplain Administrator, in coordination with other pertinent offices of the community, shall:	60.3(a)(3)
1. Review applications and plans to determine whether proposed new development will be located in flood hazard areas;	60.3(a)(3)
2. Review applications for modification of any existing development in flood hazard areas for compliance with the requirements of this ordinance;	60.3(a)(3)
3. Interpret flood hazard area boundaries where such interpretation is necessary to determine the exact location of boundaries; a person contesting the determination shall have the opportunity to appeal the interpretation;	60.3(a)(3)
4. Provide available flood elevation and flood hazard information;	60.3(b)(4)
5. Determine whether additional flood hazard data shall be obtained from other sources or shall be developed by an applicant;	60.3(b)(4)
6. Review applications to determine whether proposed development will be reasonably safe from flooding;	60.3(a)(3)
7. Issue floodplain development permits or approvals for development other than buildings and structures that are subject to the <i>Florida Building Code</i> , including buildings, structures and facilities exempt from the <i>Florida Building Code</i> , when compliance with this ordinance is demonstrated, or disapprove the same in the event of noncompliance; and	60.3(a)(1)
8. Coordinate with and provide comments to the Building Official to assure that applications, plan reviews, and inspections for building permits for buildings and structures in flood hazard areas comply with the requirements of this ordinance.	60.3(a)(1)

Florida Model Code-Coordinated Ordinance (April 12, 2012)	NFIP Regulations (44 CFR)
<p><b>103.4 Determinations for existing buildings and structures.</b> For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Building Official, shall:</p> <ol style="list-style-type: none"> <li>1. Estimate the market value, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made;</li> <li>2. Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure;</li> <li>3. Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage; and</li> <li>4. Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant provisions of the <i>Florida Building Code</i> and this ordinance is required.</li> </ol>	<p>60.3(a)(1); 60.3(b)(1); 60.3(c)(2); 60.3(e)(2)</p>
<p><b>103.5 Modifications of the strict application of the requirements of the <i>Florida Building Code</i>.</b> The Floodplain Administrator shall review requests submitted to the Building Official that seek approval to modify the strict application of the flood load and flood resistant construction requirements of the <i>Florida Building Code</i> to determine whether such requests require the granting of a variance pursuant to Section 107 of this ordinance. <i>[Used only under specific circumstances.]</i></p>	<p>60.6(a)(6)</p>
<p><b>103.6 Notices and orders.</b> The Floodplain Administrator shall coordinate with appropriate local agencies for the issuance of all necessary notices or orders to ensure compliance with this ordinance</p>	
<p><b>103.7 Inspections.</b> The Floodplain Administrator shall make the required inspections as specified in Section 106 of this ordinance for development that is not subject to the <i>Florida Building Code</i>, including buildings, structures and facilities exempt from the <i>Florida Building Code</i>. The Floodplain Administrator shall inspect flood hazard areas to determine if development is undertaken without issuance of a permit.</p>	<p>60.3</p>
<p><b>103.8 Other duties of the Floodplain Administrator.</b> The Floodplain Administrator shall have other duties, including but not limited to:</p>	
<ol style="list-style-type: none"> <li>1. Establish, in coordination with the Building Official, procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 103.4 of this ordinance;</li> </ol>	<p>60.3(a)(1); 60.3(b)(1); 60.3(c)(2); 60.3(e)(2)</p>
<ol style="list-style-type: none"> <li>2. Require that applicants proposing alteration of a watercourse notify adjacent communities and the Florida Division of Emergency Management, State Floodplain Management Office, and submit copies of such notifications to the Federal Emergency Management Agency (FEMA);</li> </ol>	<p>60.3(b)(6)</p>
<ol style="list-style-type: none"> <li>3. Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps if the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available;</li> </ol>	<p>65.3</p>

Florida Model Code-Coordinated Ordinance (April 12, 2012)	NFIP Regulations (44 CFR)
4. Review required design certifications and documentation of elevations specified by this ordinance and the <i>Florida Building Code</i> and this ordinance to determine that such certifications and documentations are complete;	60.3(b)(5)(i)&(ii); 60.3(e)(4)&(5)
5. Notify the Federal Emergency Management Agency when the corporate boundaries of <b>{name of community}</b> are modified; and	59.22(a)(9)(v)
6. Advise applicants for new buildings and structures, including substantial improvements, that are located in any unit of the Coastal Barrier Resources System established by the Coastal Barrier Resources Act (Pub. L. 97-348) and the Coastal Barrier Improvement Act of 1990 (Pub. L. 101-591) that federal flood insurance is not available on such construction; areas subject to this limitation are identified on Flood Insurance Rate Maps as “Coastal Barrier Resource System Areas” and “Otherwise Protected Areas.”	
<b>103.9 Floodplain management records.</b> Regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of this ordinance and the flood resistant construction requirements of the <i>Florida Building Code</i> , including Flood Insurance Rate Maps; Letters of Change; records of issuance of permits and denial of permits; determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required design certifications and documentation of elevations specified by the <i>Florida Building Code</i> and this ordinance; notifications to adjacent communities, FEMA, and the state related to alterations of watercourses; assurances that the flood carrying capacity of altered watercourses will be maintained; documentation related to appeals and variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to this ordinance and the flood resistant construction requirements of the <i>Florida Building Code</i> . These records shall be available for public inspection at {location and instructions to request access, if applicable}.	60.3(b)(5)(i)&(ii); 60.3(b)(7); 60.3(e)(2); 60.6(a)(6)
<b>104.7 Other permits required.</b> Floodplain development permits and building permits shall include a condition that all other applicable state or federal permits be obtained before commencement of the permitted development, including but not limited to the following: <ol style="list-style-type: none"> <li>1. The <b>{insert name}</b> Water Management District; section 373.036, F.S.</li> <li>2. Florida Department of Health for onsite sewage treatment and disposal systems; section 381.0065, F.S. and Chapter 64E-6, F.A.C.</li> <li>3. Florida Department of Environmental Protection for construction, reconstruction, changes, or physical activities for shore protection or other activities seaward of the coastal construction control line; section 161.141, F.S.</li> <li>4. Florida Department of Environmental Protection for activities subject to the Joint Coastal Permit; section 161.055, F.S.</li> <li>5. Florida Department of Environmental Protection for activities that affect wetlands and alter surface water flows, in conjunction with the U.S. Army Corps of Engineers; Section 404 of the Clean Water Act.</li> </ol>	60.3(a)(2)
<b>106.1.1 [Inspections] Development other than buildings and structures.</b> The Floodplain Administrator shall inspect all development to determine compliance with the requirements of this ordinance and the conditions of issued floodplain development permits or approvals.	

Florida Model Code-Coordinated Ordinance (April 12, 2012)	NFIP Regulations (44 CFR)
<p><b>107.7 [Variances] Conditions for issuance of variances.</b> Variances shall be issued only upon:</p> <p>(4) If the request is for a variance to allow construction of the lowest floor of a new building, or substantial improvement of a building, below the required elevation, a copy in the record of a written notice from the Floodplain Administrator to the applicant for the variance, specifying the difference between the base flood elevation and the proposed elevation of the lowest floor, stating that the cost of federal flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation (up to amounts as high as \$25 for \$100 of insurance coverage), and stating that construction below the base flood elevation increases risks to life and property.</p>	60.6(a)(6)
<p><b>108.2 [Violations] Authority.</b> For development that is not within the scope of the <i>Florida Building Code</i> but that is regulated by this ordinance and that is determined to be a violation, the Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of the property involved, to the owner's agent, or to the person or persons performing the work.</p>	



# City of ALACHUA

## **NOTICE OF PUBLIC HEARING BEFORE THE PLANNING AND ZONING BOARD OF THE CITY OF ALACHUA, FLORIDA,**

Notice is hereby given that the Planning and Zoning Board of the City of Alachua will hold a public hearing on January 9, 2018, at 6:00 p.m. The hearing will be held in the James A. Lewis Commission Chambers in City Hall, located at 15100 NW 142nd Terrace, Alachua, Florida, to consider a request by the City of Alachua to amend the City of Alachua Land Development Regulations (LDRs) to coordinate the City's floodplain management regulations with the Florida Building Code, as follows: amending Subpart B of the City of Alachua Code of Ordinances, Land Development Regulations; amending Section 2.4.7, Variance Permits; amending Section 2.4.15, Certificate of LDR Compliance; repealing Section 6.9.4, Floodprone Area Standards; adopting a new Section 6.9.4, Floodprone Area Standards, to adopt flood hazard maps and to designate a floodplain administrator; and modifying Section 10.2, Definitions, to amend, delete, and add definitions related to the regulations established in the new Section 6.9.4, Floodprone Area Standards.

At the public hearing, all interested parties may appear and be heard with respect to the application. Copies of the application are available for public inspection at the Planning and Community Development Department, 15100 NW 142nd Terrace, Alachua, Florida, on any regular business day between the hours of 7:30 a.m. to 6:00 p.m. Written comments on the application may be sent to the following address: City of Alachua, Planning and Community Development, P.O. Box 9, Alachua, FL 32616. Notice is given pursuant to Section 286.0105, Florida Statutes, that, in order to appeal any decision made at the public hearing, you will need a record of the proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act, any persons with a disability requiring reasonable accommodation in order to participate in this meeting should call the City Clerk at (386) 418-6100 x 101 at least 48 hours prior to the public hearing.



# City of ALACHUA

THE GOOD LIFE COMMUNITY

## Planning and Zoning Board Minutes January 9, 2018

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Chair Gary Thomas

City Manager Traci L. Gresham

Vice Chair Dayna Miller

Member Fred Hilton

Member Anthony Wright

Member Virginia Johns

School Board Member Rob Hyatt

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Planning and Zoning Board  
At 6:00 PM  
to address the item(s) below.

Meeting Date: January 9, 2018

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

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.

### PLANNING AND ZONING BOARD MEETING MINUTES

#### CALL TO ORDER

Chair Gary Thomas called meeting to order. All members were present.

#### INVOCATION

Member Anthony Wright led the invocation.

#### PLEDGE TO THE FLAG

Led by the Board.

#### APPROVAL OF THE AGENDA

**Vice Chair Dayna Miller moved to approve the agenda; seconded by Member Wright.**

**Passed by unanimous consent.**

## **I. OLD BUSINESS**

None. No changes to the agenda.

## **II. NEW BUSINESS**

- A. Approval of the Minutes of the December 12, 2017 PZB Meeting

**Member Fred Hilton moved to accept the minutes; seconded by Member Wright.**

**Passed by unanimous consent.**

- B. Land Development Regulations (LDR) Text Amendment: A request by the City of Alachua to amend the City of Alachua Land Development Regulations (LDRs) as follows: amending Subpart B of the City of Alachua Code of Ordinances, Land Development Regulations; amending Section 4.6, Special Events, to provide for the regulation of special events where alcoholic beverages are sold or consumed; to provide an exemption from the standards of Section 4.6 for agritourism, as set forth in Chapter 570.85 -570.89, Florida Statutes, as amended, and to clarify the standards of an application for a special event permit and the conditions which may be imposed upon a special event permit (Legislative Hearing).

Department Director Kathy Winburn introduced the item.

Principal Planner Justin Tabor, AICP, presented the Staff Report.

Chair Thomas asked the Board for questions or comments.

Vice Chair Miller inquired about current special events permitting requirements.

Principal Planner Tabor, AICP, responded to the question.

Vice Chair Miller requested clarification of the City properties proposed to be designated locations where the amendment would apply.

Member Hilton requested examples of the types of events subject to permitting.

Principal Planner Tabor, AICP, responded to the questions.

Member Wright asked about insurance requirements for special events.

City Attorney Marian Rush responded to the question.

Member Virginia Johns asked if permits would be required of individual vendors.

City Attorney Rush responded to the question.

**Member Hilton moved that the Board find the proposed Text Amendments to the City's**



**Land Development Regulations to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations and transmit such finding to the City Commission with a recommendation to approve; seconded by Vice Chair Miller.**

Chair Thomas opened the floor for comments.

Jeannette Hinsdale spoke in favor of the amendment and asked if police are required for special events.

City Attorney Rush responded to the question.

**Motion Passed 5-0 on a roll call vote.**

- C. Land Development Regulations (LDR) Text Amendment: A request by the City of Alachua to amend the City of Alachua Land Development Regulations (LDRs) to coordinate the City's floodplain management regulations with the Florida Building Code, as follows: amending Subpart B of the City of Alachua Code of Ordinances, Land Development Regulations; amending Section 2.4.7, Variance Permits; amending Section 2.4.15, Certificate of LDR Compliance; repealing Section 6.9.4, Floodprobe Area Standards; adopting a new Section 6.9.4, Floodprone Area Standards, to adopt flood hazard maps and to designate a floodplain administrator; and modifying Section 10.2, Definitions, to amend, delete, and add definitions related to the regulations established in new Section 6.9.4, Floodprone Area Standards (Legislative Hearing).

Department Director Winburn introduced the item.

City Attorney Rush provided the Board a synopsis of the coordination efforts between the City and State Department of Emergency Management to prepare these amendments.

Principal Planner Justin Tabor, AICP, presented the Staff Report.

Chair Thomas asked the Board for questions or comments.

Member Virginia Johns inquired about the means by which variances from the regulations could occur.

Principal Planner Tabor responded to the question.

**Member Wright moved that the Board find the proposed Text Amendments to the City's Land Development Regulations to be consistent with the City of Alachua Comprehensive Plan and in compliance with the City's Land Development Regulations and transmit such finding to the City Commission with a recommendation to approve; seconded by Member Fred Hilton**

Chair Thomas opened the floor for public comments.

Jeannette Hinsdale asked for clarification concerning the floodplain administrator and voiced support for the protection for floodplains.

City Attorney Rush responded to question.

**Motion Passed on a 5-0 roll call vote.**

### **III. BOARD COMMENTS/DISCUSSION**

Department Director Winburn stated the next meeting will be February 13, 2018.

### **IV. CITIZENS COMMENTS**

None.

### **ADJOURN**

**Member Wright moved to adjourn; seconded by Member Hilton.**

**Passed by unanimous consent.**

ATTEST:

PLANNING AND ZONING BOARD OF THE  
CITY OF ALACHUA, FLORIDA

---

Presiding Officer

---

Staff Liaison



# City of ALACHUA

## PUBLIC NOTICE OF ENACTMENT OF AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA

Notice is hereby given that the City Commission of the City of Alachua will hold a public hearing on a proposed ordinance. The hearing will be held on January 22, 2018, at 6:00 p.m., in the James A. Lewis Commission Chambers in City Hall, located at 15100 NW 142nd Terrace, Alachua, Florida.

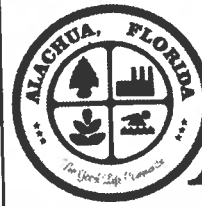
The ordinance title is as follows:

### ORDINANCE 18-05

AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF SUBPART B, LAND DEVELOPMENT REGULATIONS ("LDRS"), OF THE CITY'S CODE OF ORDINANCES, AND RELATING TO THE AMENDMENT OF SUBPART A, GENERAL ORDINANCES, CHAPTER 8, OF THE CITY'S CODE OF ORDINANCES; ADOPTING PROCEDURES AND CRITERIA FOR DEVELOPMENT IN FLOOD HAZARD AREAS AND FOR OTHER PURPOSES; AMENDING SECTION 2.4.7, VARIANCE PERMITS; AMENDING SECTION 2.4.15, CERTIFICATE OF LDR COMPLIANCE; REPEALING SECTION 6.9.4, FLOODPRONE AREA STANDARDS; ADOPTING A NEW SECTION 6.9.4, FLOODPRONE AREA STANDARDS, ADOPTING FLOOD HAZARD MAPS AND DESIGNATING A FLOODPLAIN ADMINISTRATOR; MODIFYING SECTION 10.2, DEFINITIONS, TO AMEND, DELETE, AND ADD DEFINITIONS RELATED TO THE REGULATIONS ESTABLISHED IN THE NEW SECTION 6.9.4, FLOODPRONE AREA STANDARDS; AMENDING SUBPART A, CHAPTER 8, SECTION 8-29, OF THE CITY'S CODE OF ORDINANCES; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

At the public hearing, all interested parties may appear and be heard with respect to the ordinance. Copies of the ordinance are available for public inspection at the Planning and Community Development Department, 15100 NW 142nd Terrace, Alachua, Florida, on any regular business day between the hours of 7:30 a.m. to 6:00 p.m. Written comments on the ordinance may be sent to the following address: City of Alachua, Planning and Community Development, P.O. Box 9, Alachua, FL 32616. Notice is given pursuant to Section 286.0105, Florida Statutes, that, in order to appeal any decision made at the public hearing, you will need a record of the proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act, any persons with a disability requiring reasonable accommodation in order to participate in this meeting should call the City Clerk at (386) 418-6100 x 101 at least 48 hours prior to the public hearing.

(Published: Alachua County Today - January 11, 2018)



# City of ALACHUA

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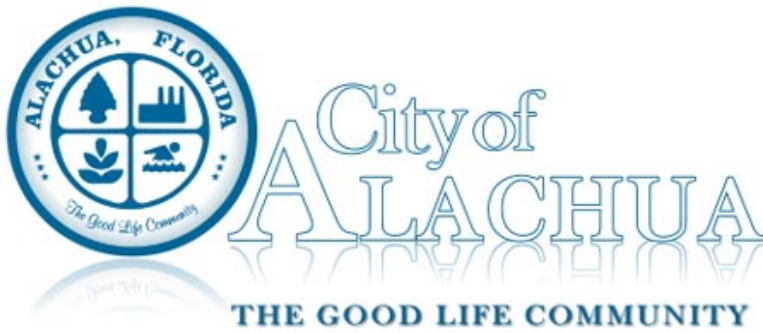
The ordinance title is as follows:

### ORDINANCE 18-07

AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S LAND DEVELOPMENT REGULATIONS ("LDRS"); AMENDING SUBPART B OF THE CITY OF ALACHUA CODE OF ORDINANCES, LAND DEVELOPMENT REGULATIONS; AMENDING SECTION 4.6, SPECIAL EVENTS, PROVIDING FOR THE REGULATION OF SPECIAL EVENTS WHERE ALCOHOLIC BEVERAGES ARE SOLD OR CONSUMED; PROVIDING AN EXEMPTION FROM THE STANDARDS OF SECTION 4.6 FOR AGRITOURISM, AS SET FORTH IN CHAPTER 570.85 - 570.89, FLORIDA STATUTES, AS AMENDED; AND CLARIFYING THE STANDARDS FOR AN APPLICATION FOR A SPECIAL EVENT PERMIT AND THE CONDITIONS WHICH MAY BE IMPOSED UPON A SPECIAL EVENT PERMIT; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

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(Published: Alachua County Today - January 11, 2018)



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** Ordinance 18-06, First Reading: Amending Subpart A, Chapter 4, Alcoholic Beverages, of the City's Code of Ordinances, to provide for the regulation of alcoholic beverages in public right-of-ways as part of a special events and at designated City-owned parks, recreation areas, and properties.

**PREPARED BY:** Justin Tabor, AICP

**RECOMMENDED ACTION:**

Staff recommends that the City Commission:

1. Approve Ordinance 18-06 on first reading; and,
  2. Schedule second and final reading of Ordinance 18-06 for February 12, 2018.
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### Summary

The City has found that there are certain special events where local groups or event hosts wish to offer the sale or consumption of alcoholic beverages as a part of the event. Special events held on private property may obtain a temporary beverage license for the sale of alcoholic beverages. Currently, any special event held at a City-owned property or right-of-way is prohibited from offering alcoholic beverages for sale or consumption, with the exception of events held at the Swick House. This City-owned facility is exempt from the prohibition against the sale or consumption of alcoholic beverage on municipally owned properties per Chapter 4 of the City of Alachua Code of Ordinances. Other than this exception, the City's current regulations would not allow the sale or consumption of alcohol for an event held on other City property or right-of-ways.

The proposed amendments to Chapter 4 of the Code of Ordinances would permit alcoholic beverages to be sold, served, and delivered for individual personal consumption within public right-of-ways as part of special events, and would require such events to obtain a Special Event Permit in accordance with Section 4.6 of the City's Land Development Regulations (LDRs). These types of events could include beer and wine tastings as part of a downtown event, music festivals, etc. Such events could further economic development in the City by attracting more visitors to patron local businesses. By requiring a Special Event Permit, the City can ensure adequate regulation to protect the public health, safety and welfare, and address impacts related to a proposed event, such as traffic flow and control, vehicular and pedestrian safety, noise, lighting, and effect on surrounding properties. In addition to permitting alcoholic beverages within public right-of-ways during special events, the proposed amendments would permit alcoholic beverages to be sold, served, and delivered at two additional City-owned facilities (in addition to the Swick House, as presently permitted): Theatre Park and the Legacy Park Multipurpose Center. Events at these facilities which may desire to sell and/or serve alcoholic beverages could include weddings, fundraising events, etc.

A companion amendment to Section 4.6, Special Events, of the LDRs is proposed to effectuate the revisions to Chapter 4 of the Code of Ordinances. The companion amendment would provide a regulatory framework and process for special events where alcoholic beverages are sold, served, and delivered. This companion amendment would be enacted by Ordinance 18-07, also on tonight's meeting agenda for first reading.

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**ATTACHMENTS:**

Description

- ▣ Ordinance 18-06
- ▣ 1/22/18 City Commission Public Notice Materials

**ORDINANCE 18-06**

**AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S CODE OF ORDINANCES; AMENDING SUBPART A , CHAPTER 4, ALCOHOLIC BEVERAGES, OF THE CITY OF ALACHUA CODE OF ORDINANCES; PROVIDING FOR THE REGULATION OF ALCOHOLIC BEVERAGES WHEN SOLD, SERVED, DELIVERED, OR CONSUMED DURING TEMPORARY EVENTS AND SPECIAL EVENTS; PERMITTING ALCOHOLIC BEVERAGES TO BE SOLD, SERVED, DELIVERED, OR CONSUMED AT DESIGNATED MUNICIPALLY-OWNED PARKS, RECREATION AREAS, AND PROPERTIES AND WITHIN RIGHT-OF-WAYS DURING TEMPORARY EVENTS AND SPECIAL EVENTS; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

**WHEREAS**, the City of Alachua (the "City") desires to encourage economic development, economic growth, and to improve the quality of life for the residents and visitors of the City; and,

**WHEREAS**, the Subpart A, Chapter 4, of the City Code of Ordinances establishes regulations pertaining to alcoholic beverages; and,

**WHEREAS**, such regulations pertain to the hours of sale, licensure, and the possession and consumption of alcoholic beverages on public property and within right-of-ways; and,

**WHEREAS**, the City proposes to amend Subpart B of the City Code of Ordinances, Land Development Regulations ("LDRs"), Section 4.6, Special Events, to provide for the regulation of alcoholic beverages as part of a special event; and,

**WHEREAS**, the regulations established in Subpart A of the City Code of Ordinances, Chapter 4, Alcoholic Beverages, presently do not address alcoholic beverages as part of a temporary events or special events; and,

**WHEREAS**, the City finds it to be within its police powers to establish regulations for alcoholic beverages when sold, served, delivered, or consumed during temporary events and special events to ensure the protection of the health, safety, and welfare of the general public; and,

**WHEREAS**, in order to ensure the regulations established in Subpart A of the City Code of Ordinances, Chapter 4, Alcoholic Beverages, are compatible with the proposed amendments to Subpart B of the City Code of Ordinances, LDRs, Section 4.6, Special Events, the City proposes to amend Subpart A of the City Code of Ordinances, Chapter 4, Alcoholic Beverages (the "Amendment"); and,

**WHEREAS**, the City advertised public hearings to be held before the City Commission on January 11, 2018, and on February 1, 2018; and

**WHEREAS**, the City Commission conducted quasi-judicial public hearings on the proposed Amendment on January 22, 2018, and February 12, 2018, and provided for public participation at both public hearings; and

**WHEREAS**, the City Commission has determined and found the Amendment to be consistent with the City's Comprehensive Plan and City's LDRs; and

**WHEREAS**, for reasons set forth in this ordinance that is hereby adopted and incorporated as findings of fact, that the Alachua City Commission finds and declares that the enactment of this Amendment is in the furtherance of the public health, safety, morals, order, comfort, convenience, appearance, prosperity, or general welfare;

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

**Section 1. Interpretation of Recitals**

The above recitals are true and correct and incorporated in this ordinance.

**Section 2. Findings of Fact and Conclusions of Law**

The authority for the enactment of this ordinance is Chapter 163, Part I, Florida Statutes; Sections 166.021 and 166.041; and the City's Comprehensive Plan.

**Section 3. Amendment to the City Code of Ordinances**

The proposed Amendment to the City Code of Ordinances are attached as Exhibit "A" and are hereby incorporated herein by reference.

**Section 4. Codification of and Correction of Scrivener's Errors**

The City Manager or designee, without public hearing, is authorized to correct any typographical errors which do not affect the intent of this ordinance. A corrected copy shall be posted in the public record.

**Section 5. Ordinance to be Construed Liberally**

This ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed to be in the best interest of the public health, safety, and welfare of the citizens and residents of the City of Alachua, Florida.

**Section 6. Repealing Clause**

All ordinances or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

**Section 7. 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 ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by any court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this ordinance, and the remainder of the ordinance after the exclusions of such part or parts shall be deemed to be valid.

**Section 7.      Effective Date**

This ordinance shall take effect immediately upon its adoption by the City Commission and the signature of the Mayor.

Passed on First Reading the 22<sup>nd</sup> day of January 2018.

PASSED and ADOPTED, in regular session, with a quorum present and voting, by the City Commission, upon second and final reading this 12<sup>th</sup> day of February 2018.

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

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Gib Coerper, Mayor  
**SEAL**

**ATTEST:**

**APPROVED AS TO FORM**

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Traci L. Gresham, City Manager/Clerk

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Marian B. Rush, City Attorney



## EXHIBIT “A”

Chapter 4 of the City Code of Ordinances is amended as follows (text that is underlined is to be added and text that is shown as ~~strike through~~ is to be removed). Except as amended herein, the remainder of Chapter 4 remains in full force and effect:

### Chapter 4 - ALCOHOLIC BEVERAGES<sup>[1]</sup>

Footnotes:

--- (1) ---

**State Law reference**— Municipal Home Rule Powers Act, F.S. ch. 166; alcoholic beverages, F.S. chs. 561—568; general authority relative to alcohol, F.S. §§ 562.14(1), 562.45(2).

#### Sec. 4-1. - Definitions.

The definitions contained in the beverage law of the State are the same definitions of terms as are used in this chapter.

#### Sec. 4-2. - Hours of sale.

- (a) *Authority.* Pursuant to F.S. § 562.14(1), the City Commission, in this chapter establishes and prescribes the only hours during which alcoholic beverages may be purchased, sold, served, or consumed, or permitted to be served or consumed on premises located within the incorporated area of the City of Alachua and holding an alcoholic beverage license under the laws of Florida.
- (b) *Permitted hours of sale for off-premises consumption.*
  - (1) Hours of sale for off-premises consumption of all alcoholic beverages shall only be permitted on Monday through Saturday between hours of 7:00 a.m. and 2:00 a.m. on the following day.
  - (2) Hours of sale for off-premises consumption of all alcoholic beverages shall only be permitted on Sunday between the hours of midnight and 2:00 a.m. and 7:00 a.m. and 11:00 p.m.
- (c) *Prohibited hours of sale for on-premise consumption at business or club.* It shall be unlawful for any person to sell to or to consume or to permit the consumption of any alcoholic beverage on the premises of any business or club open to the public, which business or club is licensed by the State and caters to or allows the on premise consumption of alcoholic beverages, between the hours of 2:00 a.m. and 7:00 a.m. on Tuesday, Wednesday, Thursday, Friday, Saturday or Sunday and between the hours of 11:00 p.m. on Sunday and 7:00 a.m. on the following Monday. However, when December 31 occurs on a Sunday, such sale, consumption or service of alcoholic beverages shall be permitted to continue from 11:00 p.m. of that Sunday until 2:00 a.m. immediately following on Monday. All time is Eastern Standard Time or Eastern Daylight Saving Time, whichever is in effect. Within this section, the term "premises" shall mean the physical facilities, improvements, or buildings where the business or club is located and conducted, and any parking lot or other real property available to the business or club. As used herein, the terms "business" and "club" shall mean any place which is open to the public or to which the public is invited.

Sec. 4-3. - Sales, new licenses for sale, prohibited near religious institution.

It is unlawful for any sale of alcoholic beverage to take place or occur, whether for consumption on or off a premises, within 450 feet of a religious institution, as defined by the City's Land Development Regulations unless authorized by a Special Event Permit issued pursuant to Section 4.6, Special Events, of the Land Development Regulations (LDRs), or unless authorized for a temporary event where the sale of alcoholic beverages will not exceed a period of 3 days for a single event. Such distance shall be measured from the center of the main entrance of the licensed premises and follow the most direct public route of pedestrian travel to the center of the main entrance of the religious institution. However, this section shall not apply to those sales of beer and malt beverages for consumption off the premises and for locations that are licensed as restaurants which derive at least 51 percent of gross revenue from the sale of food and nonalcoholic beverages or for a premises licensed on or before July 1, 1999 and continuously operating.

Sec. 4-4. - Possession or consumption on public or private property.

- (a) ~~Except as specifically permitted as set forth in Section 4-4(c), of this section~~ Section 4-3, or as authorized by a Special Event Permit issued in accordance with Sections 2.4.13 and 4.6 of the Land Development Regulations, it shall be unlawful for any person to sell, serve, deliver to another, consume or to have in his or her possession any alcoholic beverage in a ~~publicly owned municipal park or recreation area, on any public school property, or at or on any municipally owned, leased, operated or controlled property or area.~~
- (b) Except as specifically permitted as set forth in Section 4-3, Section 4-4(c), or as authorized by a Special Event Permit issued in accordance with Section 2.4.13 and 4.6 of the Land Development Regulations, it ~~It~~ shall be unlawful for any person to consume or have in his possession any alcoholic beverage in an open container on any public street, thoroughfare, sidewalk, or on any public parking facilities in the City; nor shall any person consume or have in his possession any alcoholic beverage in an open container on any private property, except as a lawful guest and with the consent of the owner and person in charge of such private property.
- (c) ~~The prohibition against the sale of alcoholic beverages as set forth in (a) shall remain in effect, however, the~~ The prohibition of selling, serving, delivering to another, consumption or possession of alcoholic beverage on municipally owned park, recreation area, or property as set forth in Section 4-4(a) shall not apply to the following municipally owned parks, recreation areas, or properties: the Swick House facility, located at 15010 NW 142 Terrace; Alan Hitchcock Park, also known as Theatre Park, located at 14894 Main Street; or the Legacy Park Multipurpose Center, located at 15400 Peggy Road. The provisions of this section shall be applicable during an event for which one of the municipally owned parks, recreation areas, or facilities as described in this section are facility is rented used in accordance with the following:-
- (1) ~~Delivery-Sale, service, or delivery~~ of any alcoholic beverage for individual personal consumption at a fundraising event sponsored by a governmental entity; or,
- (2) Sale, service, or delivery of any alcoholic beverage for individual personal consumption by a not for profit entity that charges admission for the event but does not charge for the delivery of alcoholic beverages ~~is not considered a sale; or,-~~
- ~~(2)(3)~~ (3) As permitted in accordance with a duly executed The rental agreement may specify which specifies such terms and conditions and permits the sale, service, or delivery for individual personal consumption during the period of the rental agreement as may be required by the City of Alachua as owner of the property.

**State Law reference**— Authority to regulate hours of sale, F.S. §§ 562.14(1), 562.45(2).



# City of ALACHUA

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The ordinance title is as follows:

### ORDINANCE 18-07

AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S LAND DEVELOPMENT REGULATIONS ("LDRS"); AMENDING SUBPART B OF THE CITY OF ALACHUA CODE OF ORDINANCES, LAND DEVELOPMENT REGULATIONS; AMENDING SECTION 4.6, SPECIAL EVENTS, PROVIDING FOR THE REGULATION OF SPECIAL EVENTS WHERE ALCOHOLIC BEVERAGES ARE SOLD OR CONSUMED; PROVIDING AN EXEMPTION FROM THE STANDARDS OF SECTION 4.6 FOR AGRITOURISM, AS SET FORTH IN CHAPTER 570.85 - 570.89, FLORIDA STATUTES, AS AMENDED; AND CLARIFYING THE STANDARDS FOR AN APPLICATION FOR A SPECIAL EVENT PERMIT AND THE CONDITIONS WHICH MAY BE IMPOSED UPON A SPECIAL EVENT PERMIT; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

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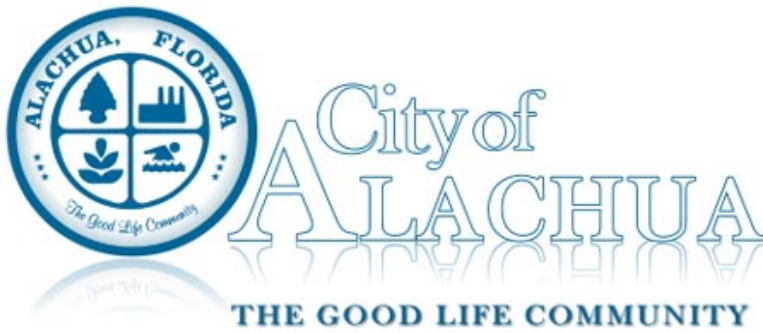
The ordinance title is as follows:

### ORDINANCE 18-06

AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S CODE OF ORDINANCES; AMENDING SUBPART A, CHAPTER 4, ALCOHOLIC BEVERAGES, OF THE CITY OF ALACHUA CODE OF ORDINANCES; PROVIDING FOR THE REGULATION OF ALCOHOLIC BEVERAGES WHEN SOLD, SERVED, DELIVERED, OR CONSUMED DURING TEMPORARY EVENTS AND SPECIAL EVENTS; PERMITTING ALCOHOLIC BEVERAGES TO BE SOLD, SERVED, DELIVERED, OR CONSUMED AT DESIGNATED MUNICIPALLY-OWNED PARKS, RECREATION AREAS, AND PROPERTIES AND WITHIN RIGHT-OF-WAYS DURING TEMPORARY EVENTS AND SPECIAL EVENTS; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

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(Published: Alachua County Today - January 11, 2018)



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** Ordinance 18-07, First Reading: Land Development Regulations (LDR) Text Amendment - A request by the City of Alachua to amend Section 4.6, Special Events, of the City's LDRs (Legislative Hearing).

**PREPARED BY:** Justin Tabor, AICP

**RECOMMENDED ACTION:**

Staff recommends that the City Commission find the proposed Text Amendments to the City's Land Development Regulations (LDRs) to be consistent with the City of Alachua Comprehensive Plan and in compliance with the City's LDRs and:

1. Approve Ordinance 18-07 on first reading; and,
  2. Schedule second and final reading of Ordinance 18-07 for February 12, 2018.
- 

### Summary

The City has found that there are certain special events where local groups or event hosts wish to offer the sale or consumption of alcoholic beverages as a part of the event. Special events held on private property may obtain a temporary beverage license for the sale of alcoholic beverages. Currently, any special event held at a City-owned property or right-of-way is prohibited from offering alcoholic beverages for sale or consumption, with the exception of events held at the Swick House. This City-owned facility is exempt from the prohibition against the sale or consumption of alcoholic beverage on municipally owned properties per Chapter 4 of the City of Alachua Code of Ordinances. Other than this exception, the City's current regulations would not allow the sale or consumption of alcohol for an event held on other City property or right-of-ways.

In order to allow the sale or consumption of alcoholic beverages on certain City properties or within right-of-ways, Staff recommends that such events be required to obtain a Special Event Permit, per Section 4.6 of the LDRs. These types of events could include weddings, beer and wine tastings as part of a downtown event, music festivals, etc. Such events could further economic development in the City by attracting more visitors to patron local businesses. By requiring a Special Event Permit, the City can ensure adequate regulation to protect the public health, safety and welfare, and address impacts related to a proposed event, such as traffic flow and control, vehicular and pedestrian safety, noise, lighting, and effect on surrounding properties. The proposed amendment refers to Chapter 4, Section 4.2(c) of the City of Alachua Code of Ordinances for limits on hours, and allows for conditions to be placed on the event that limit the location of the sale or consumption of alcoholic beverages to designated areas.

In addition to amendments related to the sale or consumption of alcoholic beverages, Staff recommends that activities related to agritourism be exempt from the requirements for a Special Event Permit. This amendment ensures consistency between the City's Land Development Regulations and State law, as the State preempts local government regulation of agritourism activities, as defined in Chapter 570.85- 570.89, Florida Statutes. The proposed text amendments in their entirety are incorporated as part of Ordinance 18-07. A companion amendment to Sub-Part A, General Ordinances, of the City's Code of Ordinances, Chapter 4, Alcoholic Beverages, will also be proposed to the City Commission.

Code of Ordinances, Chapter 4, Alcoholic Beverages, will also be proposed to the City Commission.

The amendments to Chapter 4 of the Code of Ordinances would mirror the proposed amendments to the LDRs by requiring that a Special Event Permit be obtained, and would also allow for the sale or consumption of alcohol at two additional City-owned facilities: Theatre Park and the Legacy Park Multipurpose Center.

On January 9, 2018, the Planning & Zoning Board (PZB) held a public hearing on the proposed text amendments to the City's LDRs. Following the close of the public hearing, the PZB voted 5-0 to find the proposed Text Amendments to the City's LDRs consistent with the City of Alachua Comprehensive Plan and in compliance with the City's LDRs and to transmit such finding to the City Commission with a recommendation to approve. Draft minutes of the January 9, 2018 PZB Meeting are included within the materials attached to this item.

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#### **ATTACHMENTS:**

##### Description

- ▢ Ordinance 18-07
- ▢ Staff Report
- ▢ Exhibit "A" to Staff Report: Staff Supporting Application Materials
- ▢ 1/9/18 PZB Public Notice Materials
- ▢ Draft Minutes - 1/9/19 PZB Meeting
- ▢ 1/22/18 City Commission Public Notice Materials



**ORDINANCE 18-07**

**AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S LAND DEVELOPMENT REGULATIONS ("LDRS"); AMENDING SUBPART B OF THE CITY OF ALACHUA CODE OF ORDINANCES, LAND DEVELOPMENT REGULATIONS; AMENDING SECTION 4.6, SPECIAL EVENTS, PROVIDING FOR THE REGULATION OF SPECIAL EVENTS WHERE ALCOHOLIC BEVERAGES ARE SOLD OR CONSUMED; PROVIDING AN EXEMPTION FROM THE STANDARDS OF SECTION 4.6 FOR AGRITOURISM, AS SET FORTH IN CHAPTER 570.85 – 570.89, FLORIDA STATUTES, AS AMENDED; AND CLARIFYING THE STANDARDS FOR AN APPLICATION FOR A SPECIAL EVENT PERMIT AND THE CONDITIONS WHICH MAY BE IMPOSED UPON A SPECIAL EVENT PERMIT; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

**WHEREAS**, the City of Alachua (the "City") desires to encourage economic development, economic growth, and to improve the quality of life for the residents and visitors of the City; and,

**WHEREAS**, the City establishes regulations for special events in Subpart B of the City Code of Ordinances, Land Development Regulations ("LDRs"), Article 4, Section 4.6; and,

**WHEREAS**, the City proposes to amend Subpart A of the City Code of Ordinances, General Ordinances, Chapter 4, Alcoholic Beverages, to allow for certain special events occurring in designated municipal parks, recreation areas, or within public streets, thoroughfares, sidewalks, and public parking facilities; and,

**WHEREAS**, the regulations established for special events in Subpart B of the City Code of Ordinances, LDRs, Article 4, Section 4.6, presently do not provide for the regulation of alcoholic beverages as part of a special event; and,

**WHEREAS**, the City finds it to be within its police powers to establish regulations for alcoholic beverages when sold or consumed as part of a special event to ensure the protection of the health, safety, and welfare of the general public; and,

**WHEREAS**, the Florida Legislature amended Chapter 570.85 – 570.89, Florida Statutes, in 2016 to promote agritourism as a way to support bona fide agricultural production by providing a secondary stream of revenue and by educating the general public about the agricultural industry, and to eliminate the duplication of regulatory authority over agritourism as expressed within Chapter 570.85 – 570.89, Florida Statutes; and,

**WHEREAS**, the City has found the non-substantive revisions to Subpart B of the City Code of Ordinances, LDRs, Article 4, Section 4.6, are appropriate to clarify existing regulations; and,

**WHEREAS**, in order to effectuate such revisions to Subpart B of the City Code of Ordinances, LDRs, Article 4, Section 4.6, a LDR text amendment is required (the "Amendment"); and,

**WHEREAS**, the City advertised a public hearing to be held before the Planning and Zoning Board, sitting as the Local Planning Agency ("LPA"), on December 28, 2017; and

**WHEREAS**, the LPA conducted a quasi-judicial public hearing on the proposed Amendment on January 9, 2018, and the LPA reviewed and considered all comments received during the public hearing concerning the proposed Amendment and made its recommendation to the City Commission; and

**WHEREAS**, the City advertised public hearings to be held before the City Commission on January 11, 2018, and on February 1, 2018; and

**WHEREAS**, the City Commission conducted quasi-judicial public hearings on the proposed Amendment on January 22, 2018, and February 12, 2018, and provided for public participation at both public hearings; and

**WHEREAS**, the City Commission has determined and found the Amendment to be consistent with the City's Comprehensive Plan and City's LDRs; and

**WHEREAS**, for reasons set forth in this ordinance that is hereby adopted and incorporated as findings of fact, that the Alachua City Commission finds and declares that the enactment of this Amendment is in the furtherance of the public health, safety, morals, order, comfort, convenience, appearance, prosperity, or general welfare;

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

**Section 1. Interpretation of Recitals**

The above recitals are true and correct and incorporated in this ordinance.

**Section 2. Findings of Fact and Conclusions of Law**

The authority for the enactment of this ordinance is Chapter 163, Part I, Florida Statutes; Sections 166.021 and 166.041; and the City's Comprehensive Plan.

**Section 3. Amendment to the Land Development Regulations**

The proposed Amendment to the City Land Development Regulations are attached as Exhibit "A" and are hereby incorporated herein by reference.

**Section 4. Codification of and Correction of Scrivener's Errors**

The City Manager or designee, without public hearing, is authorized to correct any typographical errors which do not affect the intent of this ordinance. A corrected copy shall be posted in the public record.

**Section 5. Ordinance to be Construed Liberally**

This ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed to be in the best interest of the public health, safety, and welfare of the citizens and residents of the City of Alachua, Florida.

**Section 6. Repealing Clause**

All ordinances or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

**Section 7. 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 ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by any court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this ordinance, and the remainder of the ordinance after the exclusions of such part or parts shall be deemed to be valid.

**Section 7. Effective Date**

This ordinance shall take effect immediately upon its adoption by the City Commission and the signature of the Mayor.

Passed on First Reading the 22<sup>nd</sup> day of January 2018.

PASSED and ADOPTED, in regular session, with a quorum present and voting, by the City Commission, upon second and final reading this 12<sup>th</sup> day of February 2018.

CITY COMMISSION OF THE  
CITY OF ALACHUA, FLORIDA

---

Gib Coerper, Mayor  
**SEAL**

**ATTEST:**

**APPROVED AS TO FORM**

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Traci L. Gresham, City Manager/Clerk

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Marian B. Rush, City Attorney



## EXHIBIT “A”

Section 4.6 of the City’s LDRs is amended as follows (text that is underlined is to be added and text that is shown as ~~strikethrough~~ is to be removed). Except as amended herein, the remainder of Section 4.6 remains in full force and effect:

### Sec. 4.6. - Special events.

#### 4.6.1. *Applicability.*

- (A) *Generally.* The procedures and standards of this subsection shall apply to all special events (including but not limited to events serving alcohol [unless the event is exempt from obtaining a special event permit pursuant to Section 4.6.2 of these LDRs], cultural events, musical events, celebrations, festivals, fairs, carnivals, circuses, and communal camping) held within the City, unless exempted pursuant to Subsection 4.6.2 of this section, Exemptions.
- (B) *Special event permit required.* All special events subject to this subsection shall have a special event permit application reviewed and approved or approved with conditions by the LDR Administrator pursuant to Section 2.4.13, Special event permit, prior to conducting the special event.

4.6.2. *Exemptions.* The following events or activities are exempt from the standards of this subsection (i.e., may occur without a special event permit); such activities are subject to all other applicable procedures and standards of these LDRs:

- (A) *On grounds of private residence.* Special events or activities occurring within, or on the grounds of, a private residence or on the common areas of a multifamily residential development.
- (B) *Event or activity at site intended for such event or activity.* Any organized activities conducted at sites or facilities typically intended and used for such activities. Examples of such exempt activities include, but are not limited to, sporting events such as golf, soccer, softball, and baseball tournaments conducted on courses or fields intended and used for such activities; wedding services conducted at reception halls, event venues, or similar facilities; funeral services conducted at funeral homes or cemeteries; religious services, wedding services, and funeral services conducted at religious institutions.
- (C) *Agritourism.* Any activities which are consistent with the definition of agritourism and the applicable provisions pertaining to agritourism as set forth in Chapter 570.85 – 570.89, Florida Statutes, as amended.

4.6.3. *Standards.* An application for a special event permit shall comply with the following standards:

- (A) *Application contains intentionally false or material misleading information.* The application shall not ~~Not~~ contain intentionally false or materially misleading information.
- (B) *Unreasonable risk.* The special event shall not ~~Not~~ create an unreasonable risk of significant:
- (1) ~~Damage to property.~~ Damage to public or private property, beyond normal wear and tear-;
  - (2) ~~Injury to persons.~~ Injury to persons-;
  - (3) ~~Disturbances or nuisances.~~ Public or private disturbances or nuisances-;

- (4) ~~Impediments or distractions, congestions or pedestrian travel.~~ Unsafe impediments or distractions to, or congestion of, vehicular or pedestrian travel-;
  - (5) ~~Additional public safety demands.~~ Additional and impracticable or unduly burdensome police, fire, trash removal, maintenance or other public service demands-; and
  - (6) ~~Other adverse effects.~~ Other adverse effects upon the health, safety or welfare.
- (C) *Location cannot be accommodated.* The special event shall not ~~Not~~ be of such a nature, size, or duration that the particular location requested cannot reasonably accommodate the event.
- (D) *Time permitted or reserved for other activities.* The special event shall be ~~Be~~ at a time and location that has already been permitted or reserved for other activities:
- (E) *Alcoholic beverages within City right-of-way and other City property.* The sale or consumption of alcoholic beverages may be permitted for a special event occurring wholly or partially within a City right-of-way, municipally owned, leased, operated, or controlled property, or area, or in any municipal park or recreation area as set forth in Chapter 4, Section 4-4. of the City of Alachua Code of Ordinances.
- (F) *Requirements for special events with alcoholic beverages.* Special events which include the sale or consumption of alcoholic beverages shall be subject to the following requirements:
- (1) The special event permit application shall be reviewed by the appropriate City departments to ensure protection of the health, safety or welfare of the general public. Particular attention will be given the impacts created by the special event, including but not limited to, impacts upon traffic flow and control, vehicular and pedestrian safety, noise, lighting, and the effect that the special event will have on surrounding uses, particularly where the adjoining or nearby use is residential.
  - (2) The sale or consumption of alcoholic beverages shall occur only between the hours set forth in Chapter 4, Section 4-2.(c) of the City of Alachua Code of Ordinances. As a condition of a special event permit, the LDR Administrator may further restrict the times at which alcoholic beverages may be sold or consumed during a special event.
  - (3) The applicant shall not permit alcoholic beverages to be brought into or consumed inside the permitted special event area, nor shall the applicant permit alcoholic beverages sold or dispensed inside the special event area to be taken out of, or consumed outside of, the special event area.
  - (4) The LDR Administrator may impose additional conditions upon a special event which includes for the sale or consumption of alcoholic beverages as deemed necessary to protect the health, safety or welfare of the general public, as further set forth in Section 4.6.4, *Conditions*. Such conditions may include, but are not limited to, specifying and requiring the sale and consumption of alcohol to occur within designated areas as prescribed by the City, in its sole discretion, and/or requiring the sale or consumption of alcoholic beverages to occur within fenced or barricaded areas with limited points of entry.

4.6.4. *Conditions.* In approving a special event, the LDR Administrator is authorized to impose such conditions upon the ~~premises benefited by the permit where the special event is to be held and upon the operations of the special event~~ as may be necessary to reduce or minimize any potential adverse impacts upon ~~other property in the surrounding area~~ and to protect the health, safety, and welfare of the general public, as long as the condition relates to a situation caused or created ~~or aggravated~~ by the proposed special event. The LDR Administrator is authorized, where appropriate, to require:

- (A) ~~Provision of temporary parking.~~ Provision of temporary parking facilities, including vehicular access and egress.
  - (B) ~~Control of nuisance factors.~~ Control of nuisance factors, such as, but not limited to, the prevention of glare or direct illumination of adjacent properties, noise, vibrations, smoke, dust, dirt, odors, gases and heat.
  - (C) ~~Regulation of temporary buildings.~~ Regulation of temporary buildings, structures and facilities, including placement, height and size, location of equipment and open spaces, including buffer areas and other yards.
  - (D) ~~Provision of sanitary and medical facilities.~~ Provision of sanitary and medical facilities.
  - (E) ~~Provision of solid waste collection and disposal.~~ Provision of solid waste collection and disposal.
  - (F) ~~Provision of security and safety measures.~~ Provision of security and safety measures, including but not limited to the provision of extra duty services by local law enforcement.
  - (G) ~~Use of an alternative location or date.~~ Use of an alternative location or date for the proposed special event.
  - (H) ~~Modification or elimination of certain proposed activities.~~ Modification or elimination of certain proposed activities.
  - (I) ~~Operational standards.~~ Regulation of operating hours and days, including limitation of the duration of the special event to a shorter time period than that requested or specified in this subsection.
  - (J) ~~Performance or financial guarantee.~~ Submission of a performance bond or other financial guarantee to ensure that any temporary facilities or structures used for the special event will be removed from the site within a reasonable time following the event and that the property will be restored to its former condition.
- 4.6.5. *Duration of permit.* A special event permit shall be effective beginning on the date specified in the permit approval, and shall remain effective for the period indicated on the permit.



# City of Alachua

## Planning & Community Development Department Staff Report

### Planning & Zoning Board Hearing Date: Legislative Hearing

January 8, 2018

**SUBJECT:** A request to amend the City's Land Development Regulations (LDRs) to establish requirements for special events which include the sale or consumption of alcoholic beverages.

**APPLICANT/AGENT:** City of Alachua

**PROJECT PLANNERS:** Kathy Winburn, AICP; Justin Tabor, AICP; Adam Hall, AICP

**RECOMMENDATION:** Staff recommends that the Planning & Zoning Board find that the proposed Text Amendments to the City's Land Development Regulations to be consistent with the City of Alachua Comprehensive Plan and in compliance with the City's Land Development Regulations and transmit such finding to the City Commission with a recommendation to approve.

**RECOMMENDED MOTION:** *This Board finds that the proposed text amendments to the City's Land Development Regulations are consistent with the City of Alachua Comprehensive Plan and in compliance with the City's Land Development Regulations and transmits the proposed text amendments to the Land Development Regulations to the City Commission with a recommendation to approve.*

## **SUMMARY**

The City has found that there are certain special events where local groups or event hosts wish to offer the sale or consumption of alcoholic beverages as a part of the event. Special events held on private property may obtain a temporary beverage license for the sale of alcoholic beverages. Currently, any special event held at a City-owned property or right-of-way is prohibited from offering alcoholic beverages for sale or consumption, with the exception of events held at the Swick House. This City-owned facility is exempt from the prohibition against the sale or consumption of alcoholic beverage on municipally owned properties per Chapter 4 of the City of Alachua Code of Ordinances. Other than this exception, the City's current regulations would not allow the sale or consumption of alcohol for an event held on other City property or right-of-ways.

In order to allow the sale or consumption of alcoholic beverages on certain City properties or within right-of-ways, Staff recommends that such events be required to obtain a Special Event Permit, per Section 4.6 of the LDRs. These types of events could include weddings, beer and wine tastings as part of a downtown event, music festivals, etc. Such events could further economic development in the City by attracting more visitors to patron local businesses. By requiring a Special Event Permit, the City can ensure adequate regulation to protect the public health, safety and welfare, and address impacts related to a proposed event, such as traffic flow and control, vehicular and pedestrian safety, noise, lighting, and effect on surrounding properties. The proposed amendment refers to Chapter 4, Section 4.2(c) of the City of Alachua Code of Ordinances for limits on hours, and allows for conditions to be placed on the event that limit the location of the sale or consumption of alcoholic beverages to designated areas.

In addition to amendments related to the sale or consumption of alcoholic beverages, Staff recommends that activities related to agritourism be exempt from the requirements for a Special Event Permit. This amendment ensures consistency between the City's Land Development Regulations and State law, as the State preempts local government regulation of agritourism activities, as defined in Chapter 570.85- 570.89, Florida Statutes.

The proposed text amendments in their entirety are incorporated as part of draft Ordinance 18-07, which is attached as Exhibit A to the Staff Report. A companion amendment to Sub-Part A, General Ordinances, of the City's Code of Ordinances, Chapter 4, Alcoholic Beverages, will also be proposed to the City Commission. The amendments to Chapter 4 of the Code of Ordinances would mirror the proposed amendments to the LDRs by requiring that a Special Event Permit be obtained, and would also allow for the sale or consumption of alcoholic beverages at two additional City-owned facilities: Theatre Park and the Legacy Park Multipurpose Center.

## **PROPOSED LDR TEXT AMENDMENTS**

The proposed LDR text amendments would amend Section 4.6, Special Events, and are provided in Exhibit “A” of draft Ordinance 18-07 (attached to Exhibit “A” of this Staff Report). Please reference pages 4 through 6 of draft Ordinance 18-07.

### **FINDINGS OF FACT: COMPLIANCE WITH LAND DEVELOPMENT REGULATIONS**

Subsection 2.4.1(E)(1) of the Land Development Regulations (LDRs) states that, “in determining whether to approve a proposed text amendment to the Land Development Regulations, the City Commission shall find that an application is consistent with the following standards.” These standards are listed below, followed by Staff’s evaluation.

- (a) ***Consistent with Comprehensive Plan*** – *Whether and the extent to which the proposed amendment is consistent with the Comprehensive Plan.*

**Evaluation & Findings:** This amendment does not conflict with any Goals, Objectives, or Policies of the Comprehensive Plan. The amendment would further implement the following Goals, Objectives, and Policies: Goals 1 and 2, Vision Element; Policy 1.3.c, Future Land Use Element; Goal 4, Objectives 4.1 and 4.2, Future Land Use Element.

- (b) ***Consistent with Ordinances*** – *Whether the proposed amendment is in conflict with any provision of these LDRs or the City Code of Ordinances.*

**Evaluation & Findings:** This amendment does not conflict with any provisions of the LDRs or the City Code of Ordinances.

- (c) ***Changed Conditions*** – *Whether and the extent to which there are changed conditions that require an amendment.*

**Evaluation & Findings:** In recent years the City has developed or acquired facilities which are intended to be used for a variety of events. The City has also hired a Community Redevelopment Area (CRA) Coordinator to facilitate and market new events in the downtown area. The CRA Coordinator is charged with the implementation of the CRA Plan and the CRA Market Study and Economic Development Implementation Plan. The Market Study and Economic Development Implementation Plan recommends hosting regular events within the downtown district, such as business after hours events. Similar events held elsewhere commonly include the sale of alcoholic beverages as a means to encourage participation of targeted attendees. The implementation of such events can be accomplished through the existing permitting process for Special Event Permits, with revisions to the applicable regulations as proposed by this amendment.

- (d) **Community Need** – *Whether and the extent to which the proposed amendment addresses a demonstrated community need.*

**Evaluation & Findings:** The amendment would address community need by amending regulations to allow the sale or consumption of alcoholic beverages at events allowed by a Special Event Permit, thereby expanding the types of events that could be held in the City, and promoting and encouraging economic development.

- (e) **Compatible with Surrounding Uses** – *Whether and the extent to which the proposed amendment is consistent with the purpose and intent of the zone districts in these LDRs, or will improve compatibility among uses and will ensure efficient development within the City.*

**Evaluation & Findings:** The amendment would ensure that compatibility is maintained through the standards of the Special Event Permit, and by applying conditions when appropriate.

- (f) **Development Patterns** – *Whether and the extent to which the proposed amendment would result in a logical and orderly development pattern.*

**Evaluation & Findings:** The amendment would have no effect upon development patterns.

- (g) **Effect on Natural Environment** – *Whether and the extent to which the proposed amendment would result in significantly adverse impacts on the natural environment, including but not limited to water, air, noise, storm water management, wildlife, vegetation, wetlands, and the natural functioning of the environment.*

**Evaluation & Findings:** The amendment would not impact the natural environment.

- (h) **Public Facilities** – *Whether and the extent to which the proposed amendment would result in development that is adequately served by public facilities (roads, potable water, sewage, storm water management, parks, and solid wastes).*

**Evaluation & Findings:** The amendment would have no impact to the provision of public facilities.



**EXHIBIT “A”  
TO  
LAND DEVELOPMENT REGULATIONS (LDR) TEXT AMENDMENT  
SECTION 4.6, SPECIAL EVENTS  
STAFF REPORT**

**SUPPORTING APPLICATION MATERIALS  
SUBMITTED BY CITY STAFF TO THE  
PLANNING AND ZONING BOARD**



**ORDINANCE 18-07**

**AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S LAND DEVELOPMENT REGULATIONS ("LDRS"); AMENDING SUBPART B OF THE CITY OF ALACHUA CODE OF ORDINANCES, LAND DEVELOPMENT REGULATIONS; AMENDING SECTION 4.6, SPECIAL EVENTS, TO PROVIDE FOR THE REGULATION OF SPECIAL EVENTS WHERE ALCOHOLIC BEVERAGES ARE SOLD OR CONSUMED; TO PROVIDE AN EXEMPTION FROM THE STANDARDS OF SECTION 4.6 FOR AGRITOURISM, AS SET FORTH IN CHAPTER 570.85 – 570.89, FLORIDA STATUTES, AS AMENDED; AND TO CLARIFY THE STANDARDS OF AN APPLICATION FOR A SPECIAL EVENT PERMIT AND THE CONDITIONS WHICH MAY BE IMPOSED UPON A SPECIAL EVENT PERMIT; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

**WHEREAS**, the City of Alachua (the "City") desires to encourage economic development, economic growth, and to improve the quality of life for the residents and visitors of the City; and,

**WHEREAS**, the City establishes regulations for special events in Subpart B of the City Code of Ordinances, Land Development Regulations ("LDRs"), Article 4, Section 4.6; and,

**WHEREAS**, the City proposes to amend Subpart A of the City Code of Ordinances, General Ordinances, Chapter 4, Alcoholic Beverages, to allow for certain special events occurring in designated municipal parks, recreation areas, or within public streets, thoroughfares, sidewalks, and public parking facilities; and,

**WHEREAS**, the regulations established for special events in Subpart B of the City Code of Ordinances, LDRs, Article 4, Section 4.6, presently do not provide for the regulation of alcoholic beverages as part of a special event; and,

**WHEREAS**, the City finds it to be within its police powers to establish regulations for alcoholic beverages when sold or consumed as part of a special event to ensure the protection of the health, safety, and welfare of the general public; and,

**WHEREAS**, the Florida Legislature amended Chapter 570.85 – 570.89, Florida Statutes, in 2016 to promote agritourism as a way to support bona fide agricultural production by providing a secondary stream of revenue and by educating the general public about the agricultural industry, and to eliminate the duplication of regulatory authority over agritourism as expressed within Chapter 570.85 – 570.89, Florida Statutes; and,

**WHEREAS**, the City has found the non-substantive revisions to Subpart B of the City Code of Ordinances, LDRs, Article 4, Section 4.6, are appropriate to clarify existing regulations; and,

**WHEREAS**, in order to effectuate such revisions to Subpart B of the City Code of Ordinances, LDRs, Article 4, Section 4.6, a LDR text amendment is required (the "Amendment"); and,

**WHEREAS**, the City advertised a public hearing to be held before the Planning and Zoning Board, sitting as the Local Planning Agency ("LPA"), on December 28, 2017; and

**WHEREAS**, the LPA conducted a quasi-judicial public hearing on the proposed Amendment on January 9, 2018, and the LPA reviewed and considered all comments received during the public hearing concerning the proposed Amendment and made its recommendation to the City Commission; and

**WHEREAS**, the City advertised public hearings to be held before the City Commission on January 11, 2018, and on February 1, 2018; and

**WHEREAS**, the City Commission conducted quasi-judicial public hearings on the proposed Amendment on January 22, 2018, and February 12, 2018, and provided for public participation at both public hearings; and

**WHEREAS**, the City Commission has determined and found the Amendment to be consistent with the City's Comprehensive Plan and City's LDRs; and

**WHEREAS**, for reasons set forth in this ordinance that is hereby adopted and incorporated as findings of fact, that the Alachua City Commission finds and declares that the enactment of this Amendment is in the furtherance of the public health, safety, morals, order, comfort, convenience, appearance, prosperity, or general welfare;

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

**Section 1. Interpretation of Recitals**

The above recitals are true and correct and incorporated in this ordinance.

**Section 2. Findings of Fact and Conclusions of Law**

The authority for the enactment of this ordinance is Chapter 163, Part I, Florida Statutes; Sections 166.021 and 166.041; and the City's Comprehensive Plan.

**Section 3. Amendment to the Land Development Regulations**

The proposed Amendment to the City Land Development Regulations are attached as Exhibit "A" and are hereby incorporated herein by reference.

**Section 4. Codification of and Correction of Scrivener's Errors**

The City Manager or designee, without public hearing, is authorized to correct any typographical errors which do not affect the intent of this ordinance. A corrected copy shall be posted in the public record.

**Section 5. Ordinance to be Construed Liberally**

This ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed to be in the best interest of the public health, safety, and welfare of the citizens and residents of the City of Alachua, Florida.

**Section 6. Repealing Clause**

All ordinances or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

**Section 7. 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 ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by any court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this ordinance, and the remainder of the ordinance after the exclusions of such part or parts shall be deemed to be valid.

**Section 7. Effective Date**

This ordinance shall take effect immediately upon its adoption by the City Commission and the signature of the Mayor.

Passed on First Reading the 22<sup>nd</sup> day of January 2018.

PASSED and ADOPTED, in regular session, with a quorum present and voting, by the City Commission, upon second and final reading this 12<sup>th</sup> day of February 2018.

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

\_\_\_\_\_  
Gib Coerper, Mayor  
**SEAL**

**ATTEST:**

**APPROVED AS TO FORM**

\_\_\_\_\_  
Traci L. Gresham, City Manager/Clerk

\_\_\_\_\_  
Marian B. Rush, City Attorney

## EXHIBIT “A”

Section 4.6 of the City’s LDRs is amended as follows (text that is underlined is to be added and text that is shown as ~~strikethrough~~ is to be removed). Except as amended herein, the remainder of Section 4.6 remains in full force and effect:

### Sec. 4.6. - Special events.

#### 4.6.1. *Applicability.*

- (A) *Generally.* The procedures and standards of this subsection shall apply to all special events (including but not limited to events serving alcohol [unless the event is exempt from obtaining a special event permit pursuant to Section 4.6.2 of these LDRs], cultural events, musical events, celebrations, festivals, fairs, carnivals, circuses, and communal camping) held within the City, unless exempted pursuant to Subsection 4.6.2 of this section, Exemptions.
- (B) *Special event permit required.* All special events subject to this subsection shall have a special event permit application reviewed and approved or approved with conditions by the LDR Administrator pursuant to Section 2.4.13, Special event permit, prior to conducting the special event.

4.6.2. *Exemptions.* The following events or activities are exempt from the standards of this subsection (i.e., may occur without a special event permit); such activities are subject to all other applicable procedures and standards of these LDRs:

- (A) *On grounds of private residence.* Special events or activities occurring within, or on the grounds of, a private residence or on the common areas of a multifamily residential development.
- (B) *Event or activity at site intended for such event or activity.* Any organized activities conducted at sites or facilities typically intended and used for such activities. Examples of such exempt activities include, but are not limited to, sporting events such as golf, soccer, softball, and baseball tournaments conducted on courses or fields intended and used for such activities; wedding services conducted at reception halls, event venues, or similar facilities; funeral services conducted at funeral homes or cemeteries; religious services, wedding services, and funeral services conducted at religious institutions.
- (C) *Agritourism.* Any activities which are consistent with the definition of agritourism and the applicable provisions pertaining to agritourism as set forth in Chapter 570.85 – 570.89, Florida Statutes, as amended.

4.6.3. *Standards.* An application for a special event permit shall comply with the following standards:

- (A) *Application contains intentionally false or material misleading information.* The application shall not ~~Not~~ contain intentionally false or materially misleading information.
- (B) *Unreasonable risk.* The special event shall not ~~Not~~ create an unreasonable risk of significant:
  - (1) ~~Damage to property.~~ Damage to public or private property, beyond normal wear and tear-;
  - (2) ~~Injury to persons.~~ Injury to persons-;
  - (3) ~~Disturbances or nuisances.~~ Public or private disturbances or nuisances-;

- (4) ~~Impediments or distractions, congestions or pedestrian travel.~~ Unsafe impediments or distractions to, or congestion of, vehicular or pedestrian travel-;
  - (5) ~~Additional public safety demands.~~ Additional and impracticable or unduly burdensome police, fire, trash removal, maintenance or other public service demands-; and
  - (6) ~~Other adverse effects.~~ Other adverse effects upon the health, safety or welfare.
- (C) ~~Location cannot be accommodated.~~ The special event shall not ~~Not~~ be of such a nature, size, or duration that the particular location requested cannot reasonably accommodate the event.
- (D) ~~Time permitted or reserved for other activities.~~ The special event shall be ~~Be~~ at a time and location that has already been permitted or reserved for other activities:
- (E) Alcoholic beverages within City right-of-way and other City property. The sale or consumption of alcoholic beverages may be permitted for a special event occurring wholly or partially within a City right-of-way, municipally owned, leased, operated, or controlled property, or area, or in any municipal park or recreation area as set forth in Chapter 4, Section 4-4, of the City of Alachua Code of Ordinances.
- (F) Requirements for special events with alcoholic beverages. Special events which include the sale or consumption of alcoholic beverages shall be subject to the following requirements:
- (1) The special event permit application shall be reviewed by the appropriate City departments to ensure protection of the health, safety or welfare of the general public. Particular attention will be given the impacts created by the special event, including but not limited to, impacts upon traffic flow and control, vehicular and pedestrian safety, noise, lighting, and the effect that the special event will have on surrounding uses, particularly where the adjoining or nearby use is residential.
  - (2) The sale or consumption of alcoholic beverages shall occur only between the hours set forth in Chapter 4, Section 4-2.(c) of the City of Alachua Code of Ordinances. As a condition of a special event permit, the LDR Administrator may further restrict the times at which alcoholic beverages may be sold or consumed during a special event.
  - (3) The applicant shall not permit alcoholic beverages to be brought into or consumed inside the permitted special event area, nor shall the applicant permit alcoholic beverages sold or dispensed inside the special event area to be taken out of, or consumed outside of, the special event area.
  - (4) The LDR Administrator may impose additional conditions upon a special event which includes for the sale or consumption of alcoholic beverages as deemed necessary to protect the health, safety or welfare of the general public, as further set forth in Section 4.6.4, *Conditions*. Such conditions may include, but are not limited to, specifying and requiring the sale and consumption of alcohol to occur within designated areas as prescribed by the City, in its sole discretion, and/or requiring the sale or consumption of alcoholic beverages to occur within fenced or barricaded areas with limited points of entry.

4.6.4. *Conditions.* In approving a special event, the LDR Administrator is authorized to impose such conditions upon the ~~premises benefited by the permit where the special event is to be held and upon the operations of the special event~~ as may be necessary to reduce or minimize any potential adverse impacts upon ~~other property in the surrounding area~~ and to protect the health, safety, and welfare of the general public, as long as the condition relates to a situation caused or created ~~or aggravated~~ by the proposed special event. The LDR Administrator is authorized, where appropriate, to require:



- (A) ~~Provision of temporary parking.~~ Provision of temporary parking facilities, including vehicular access and egress.
- (B) ~~Control of nuisance factors.~~ Control of nuisance factors, such as, but not limited to, the prevention of glare or direct illumination of adjacent properties, noise, vibrations, smoke, dust, dirt, odors, gases and heat.
- (C) ~~Regulation of temporary buildings.~~ Regulation of temporary buildings, structures and facilities, including placement, height and size, location of equipment and open spaces, including buffer areas and other yards.
- (D) ~~Provision of sanitary and medical facilities.~~ Provision of sanitary and medical facilities.
- (E) ~~Provision of solid waste collection and disposal.~~ Provision of solid waste collection and disposal.
- (F) ~~Provision of security and safety measures.~~ Provision of security and safety measures, including but not limited to the provision of extra duty services by local law enforcement.
- (G) ~~Use of an alternative location or date.~~ Use of an alternative location or date for the proposed special event.
- (H) ~~Modification or elimination of certain proposed activities.~~ Modification or elimination of certain proposed activities.
- (I) ~~Operational standards.~~ Regulation of operating hours and days, including limitation of the duration of the special event to a shorter time period than that requested or specified in this subsection.
- (J) ~~Performance or financial guarantee.~~ Submission of a performance bond or other financial guarantee to ensure that any temporary facilities or structures used for the special event will be removed from the site within a reasonable time following the event and that the property will be restored to its former condition.

4.6.5. *Duration of permit.* A special event permit shall be effective beginning on the date specified in the permit approval, and shall remain effective for the period indicated on the permit.

**ORDINANCE 18-06**

**AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S CODE OF ORDINANCES; AMENDING SUBPART A, CHAPTER 4, ALCOHOLIC BEVERAGES, OF THE CITY OF ALACHUA CODE OF ORDINANCES; TO PROVIDE FOR THE REGULATION OF ALCOHOLIC BEVERAGES WHEN SOLD, SERVED, DELIVERED, OR CONSUMED DURING TEMPORARY EVENTS AND SPECIAL EVENTS; PERMITTING ALCOHOLIC BEVERAGES TO BE SOLD, SERVED, DELIVERED, OR CONSUMED AT DESIGNATED MUNICIPALLY-OWNED PARKS, RECREATION AREAS, AND PROPERTIES AND WITHIN RIGHT-OF-WAYS DURING TEMPORARY EVENTS AND SPECIAL EVENTS; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**RECITALS**

**WHEREAS**, the City of Alachua (the "City") desires to encourage economic development, economic growth, and to improve the quality of life for the residents and visitors of the City; and,

**WHEREAS**, the Subpart A, Chapter 4, of the City Code of Ordinances establishes regulations pertaining to alcoholic beverages; and,

**WHEREAS**, such regulations pertain to the hours of sale, licensure, and the possession and consumption of alcoholic beverages on public property and within right-of-ways; and,

**WHEREAS**, the City proposes to amend Subpart B of the City Code of Ordinances, Land Development Regulations ("LDRs"), Section 4.6, Special Events, to provide for the regulation of alcoholic beverages as part of a special event; and,

**WHEREAS**, the regulations established in Subpart A of the City Code of Ordinances, Chapter 4, Alcoholic Beverages, presently do not address alcoholic beverages as part of a temporary events or special events; and,

**WHEREAS**, the City finds it to be within its police powers to establish regulations for alcoholic beverages when sold, served, delivered, or consumed during temporary events and special events to ensure the protection of the health, safety, and welfare of the general public; and,

**WHEREAS**, in order to ensure the regulations established in Subpart A of the City Code of Ordinances, Chapter 4, Alcoholic Beverages, are compatible with the proposed amendments to Subpart B of the City Code of Ordinances, LDRs, Section 4.6, Special Events, the City proposes to amend Subpart A of the City Code of Ordinances, Chapter 4, Alcoholic Beverages (the "Amendment"); and,

**WHEREAS**, the City advertised public hearings to be held before the City Commission on January 11, 2018, and on February 1, 2018; and

**WHEREAS**, the City Commission conducted quasi-judicial public hearings on the proposed Amendment on January 22, 2018, and February 12, 2018, and provided for public participation at both public hearings; and

**WHEREAS**, the City Commission has determined and found the Amendment to be consistent with the City's Comprehensive Plan and City's LDRs; and

**WHEREAS**, for reasons set forth in this ordinance that is hereby adopted and incorporated as findings of fact, that the Alachua City Commission finds and declares that the enactment of this Amendment is in the furtherance of the public health, safety, morals, order, comfort, convenience, appearance, prosperity, or general welfare;

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

**Section 1. Interpretation of Recitals**

The above recitals are true and correct and incorporated in this ordinance.

**Section 2. Findings of Fact and Conclusions of Law**

The authority for the enactment of this ordinance is Chapter 163, Part I, Florida Statutes; Sections 166.021 and 166.041; and the City's Comprehensive Plan.

**Section 3. Amendment to the City Code of Ordinances**

The proposed Amendment to the City Code of Ordinances are attached as Exhibit "A" and are hereby incorporated herein by reference.

**Section 4. Codification of and Correction of Scrivener's Errors**

The City Manager or designee, without public hearing, is authorized to correct any typographical errors which do not affect the intent of this ordinance. A corrected copy shall be posted in the public record.

**Section 5. Ordinance to be Construed Liberally**

This ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed to be in the best interest of the public health, safety, and welfare of the citizens and residents of the City of Alachua, Florida.

**Section 6. Repealing Clause**

All ordinances or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

**Section 7. 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 ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by any court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this ordinance, and the remainder of the ordinance after the exclusions of such part or parts shall be deemed to be valid.



**Section 7.      Effective Date**

This ordinance shall take effect immediately upon its adoption by the City Commission and the signature of the Mayor.

Passed on First Reading the 22<sup>nd</sup> day of January 2018.

PASSED and ADOPTED, in regular session, with a quorum present and voting, by the City Commission, upon second and final reading this 12<sup>th</sup> day of February 2018.

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

\_\_\_\_\_  
Gib Coerper, Mayor  
**SEAL**

**ATTEST:**

**APPROVED AS TO FORM**

\_\_\_\_\_  
Traci L. Gresham, City Manager/Clerk

\_\_\_\_\_  
Marian B. Rush, City Attorney

## EXHIBIT “A”

Chapter 4 of the City Code of Ordinances is amended as follows (text that is underlined is to be added and text that is shown as ~~strike through~~ is to be removed). Except as amended herein, the remainder of Chapter 4 remains in full force and effect:

### Chapter 4 - ALCOHOLIC BEVERAGES<sup>[1]</sup>

#### Footnotes:

--- (1) ---

**State Law reference**— Municipal Home Rule Powers Act, F.S. ch. 166; alcoholic beverages, F.S. chs. 561—568; general authority relative to alcohol, F.S. §§ 562.14(1), 562.45(2).

#### Sec. 4-1. - Definitions.

The definitions contained in the beverage law of the State are the same definitions of terms as are used in this chapter.

#### Sec. 4-2. - Hours of sale.

- (a) *Authority.* Pursuant to F.S. § 562.14(1), the City Commission, in this chapter establishes and prescribes the only hours during which alcoholic beverages may be purchased, sold, served, or consumed, or permitted to be served or consumed on premises located within the incorporated area of the City of Alachua and holding an alcoholic beverage license under the laws of Florida.
- (b) *Permitted hours of sale for off-premises consumption.*
  - (1) Hours of sale for off-premises consumption of all alcoholic beverages shall only be permitted on Monday through Saturday between hours of 7:00 a.m. and 2:00 a.m. on the following day.
  - (2) Hours of sale for off-premises consumption of all alcoholic beverages shall only be permitted on Sunday between the hours of midnight and 2:00 a.m. and 7:00 a.m. and 11:00 p.m.
- (c) *Prohibited hours of sale for on-premise consumption at business or club.* It shall be unlawful for any person to sell to or to consume or to permit the consumption of any alcoholic beverage on the premises of any business or club open to the public, which business or club is licensed by the State and caters to or allows the on premise consumption of alcoholic beverages, between the hours of 2:00 a.m. and 7:00 a.m. on Tuesday, Wednesday, Thursday, Friday, Saturday or Sunday and between the hours of 11:00 p.m. on Sunday and 7:00 a.m. on the following Monday. However, when December 31 occurs on a Sunday, such sale, consumption or service of alcoholic beverages shall be permitted to continue from 11:00 p.m. of that Sunday until 2:00 a.m. immediately following on Monday. All time is Eastern Standard Time or Eastern Daylight Saving Time, whichever is in effect. Within this section, the term "premises" shall mean the physical facilities, improvements, or buildings where the business or club is located and conducted, and any parking lot or other real property available to the business or club. As used herein, the terms "business" and "club" shall mean any place which is open to the public or to which the public is invited.

Sec. 4-3. - Sales, new licenses for sale, prohibited near religious institution.

It is unlawful for any sale of alcoholic beverage to take place or occur, whether for consumption on or off a premises, within 450 feet of a religious institution, as defined by the City's Land Development Regulations unless authorized by a Special Event Permit issued pursuant to Section 4.6, Special Events, of the Land Development Regulations (LDRs), or unless authorized for a temporary event where the sale of alcoholic beverages will not exceed a period of 3 days for a single event. Such distance shall be measured from the center of the main entrance of the licensed premises and follow the most direct public route of pedestrian travel to the center of the main entrance of the religious institution. However, this section shall not apply to those sales of beer and malt beverages for consumption off the premises and for locations that are licensed as restaurants which derive at least 51 percent of gross revenue from the sale of food and nonalcoholic beverages or for a premises licensed on or before July 1, 1999 and continuously operating.

Sec. 4-4. - Possession or consumption on public or private property.

- (a) Except as specifically permitted as set forth in Section 4-4(c), of this section Section 4-3, or as authorized by a Special Event Permit issued in accordance with Sections 2.4.13 and 4.6 of the Land Development Regulations, it shall be unlawful for any person to sell, serve, deliver to another, consume or to have in his or her possession any alcoholic beverage in a publicly owned municipal park or recreation area, on any public school property, or at or on any municipally owned, leased, operated or controlled property or area.
- (b) Except as specifically permitted as set forth in Section 4-3, Section 4-4(c), or as authorized by a Special Event Permit issued in accordance with Section 2.4.13 and 4.6 of the Land Development Regulations, it shall be unlawful for any person to consume or have in his possession any alcoholic beverage in an open container on any public street, thoroughfare, sidewalk, or on any public parking facilities in the City; nor shall any person consume or have in his possession any alcoholic beverage in an open container on any private property, except as a lawful guest and with the consent of the owner and person in charge of such private property.
- (c) The prohibition against the sale of alcoholic beverages as set forth in (a) shall remain in effect, however, the The prohibition of selling, serving, delivering to another, consumption or possession of alcoholic beverage on municipally owned park, recreation area, or property as set forth in Section 4-4(a) shall not apply to the following municipally owned parks, recreation areas, or properties: the Swick House facility, located at 15010 NW 142 Terrace; Alan Hitchcock Park, also known as Theatre Park, located at 14894 Main Street; or the Legacy Park Multipurpose Center, located at 15400 Peggy Road. The provisions of this section shall be applicable during an event for which one of the municipally owned parks, recreation areas, or facilities as described in this section are facility is rented used in accordance with the following:-
- (1) Delivery-Sale, service, or delivery of any alcoholic beverage for individual personal consumption at a fundraising event sponsored by a governmental entity; or,
- (2) Sale, service, or delivery of any alcoholic beverage for individual personal consumption by a not for profit entity that charges admission for the event but does not charge for the delivery of alcoholic beverages is not considered a sale; or,-
- ~~(2)~~(3) As permitted in accordance with a duly executed The rental agreement may specify which specifies such terms and conditions and permits the sale, service, or delivery for individual personal consumption during the period of the rental agreement as may be required by the City of Alachua as owner of the property.

**State Law reference**— Authority to regulate hours of sale, F.S. §§ 562.14(1), 562.45(2).



# City of ALACHUA

## **NOTICE OF PUBLIC HEARING BEFORE THE PLANNING AND ZONING BOARD OF THE CITY OF ALACHUA, FLORIDA**

Notice is hereby given that the Planning and Zoning Board of the City of Alachua will hold a public hearing on January 9, 2018, at 6:00 p.m. The hearing will be held in the James A. Lewis Commission Chambers in City Hall, located at 15100 NW 142nd Terrace, Alachua, Florida, to consider a request by the City of Alachua to amend the City of Alachua Land Development Regulations (LDRs) as follows: amending Subpart B of the City of Alachua Code of Ordinances, Land Development Regulations; amending Section 4.6, Special Events, to provide for the regulation of special events where alcoholic beverages are sold or consumed; to provide an exemption from the standards of Section 4.6 for agritourism, as set forth in Chapter 570.85 – 570.89, Florida Statutes, as amended; and to clarify the standards of an application for a special event permit and the conditions which may be imposed upon a special event permit.

At the public hearing, all interested parties may appear and be heard with respect to the application. Copies of the application are available for public inspection at the Planning and Community Development Department, 15100 NW 142nd Terrace, Alachua, Florida, on any regular business day between the hours of 7:30 a.m. to 6:00 p.m. Written comments on the application may be sent to the following address: City of Alachua, Planning and Community Development, P.O. Box 9, Alachua, FL 32616. Notice is given pursuant to Section 286.0105, Florida Statutes, that, in order to appeal any decision made at the public hearing, you will need a record of the proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act, any persons with a disability requiring reasonable accommodation in order to participate in this meeting should call the City Clerk at (386) 418-6100 x 101 at least 48 hours prior to the public hearing.



# City of ALACHUA

THE GOOD LIFE COMMUNITY

## Planning and Zoning Board Minutes January 9, 2018

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**Chair Gary Thomas**

**City Manager Traci L. Gresham**

Vice Chair Dayna Miller

Member Fred Hilton

Member Anthony Wright

Member Virginia Johns

School Board Member Rob Hyatt

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**Planning and Zoning Board**  
**At 6:00 PM**  
to address the item(s) below.

**Meeting Date:** January 9, 2018

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

**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.**

### **PLANNING AND ZONING BOARD MEETING MINUTES**

#### **CALL TO ORDER**

Chair Gary Thomas called meeting to order. All members were present.

#### **INVOCATION**

Member Anthony Wright led the invocation.

#### **PLEDGE TO THE FLAG**

Led by the Board.

#### **APPROVAL OF THE AGENDA**

**Vice Chair Dayna Miller moved to approve the agenda; seconded by Member Wright.**

**Passed by unanimous consent.**

## **I. OLD BUSINESS**

None. No changes to the agenda.

## **II. NEW BUSINESS**

- A. Approval of the Minutes of the December 12, 2017 PZB Meeting

**Member Fred Hilton moved to accept the minutes; seconded by Member Wright.**

**Passed by unanimous consent.**

- B. Land Development Regulations (LDR) Text Amendment: A request by the City of Alachua to amend the City of Alachua Land Development Regulations (LDRs) as follows: amending Subpart B of the City of Alachua Code of Ordinances, Land Development Regulations; amending Section 4.6, Special Events, to provide for the regulation of special events where alcoholic beverages are sold or consumed; to provide an exemption from the standards of Section 4.6 for agritourism, as set forth in Chapter 570.85 -570.89, Florida Statutes, as amended, and to clarify the standards of an application for a special event permit and the conditions which may be imposed upon a special event permit (Legislative Hearing).

Department Director Kathy Winburn introduced the item.

Principal Planner Justin Tabor, AICP, presented the Staff Report.

Chair Thomas asked the Board for questions or comments.

Vice Chair Miller inquired about current special events permitting requirements.

Principal Planner Tabor, AICP, responded to the question.

Vice Chair Miller requested clarification of the City properties proposed to be designated locations where the amendment would apply.

Member Hilton requested examples of the types of events subject to permitting.

Principal Planner Tabor, AICP, responded to the questions.

Member Wright asked about insurance requirements for special events.

City Attorney Marian Rush responded to the question.

Member Virginia Johns asked if permits would be required of individual vendors.

City Attorney Rush responded to the question.

**Member Hilton moved that the Board find the proposed Text Amendments to the City's**



**Land Development Regulations to be consistent with the City of Alachua Comprehensive Plan and in compliance with the Land Development Regulations and transmit such finding to the City Commission with a recommendation to approve; seconded by Vice Chair Miller.**

Chair Thomas opened the floor for comments.

Jeannette Hinsdale spoke in favor of the amendment and asked if police are required for special events.

City Attorney Rush responded to the question.

**Motion Passed 5-0 on a roll call vote.**

- C. Land Development Regulations (LDR) Text Amendment: A request by the City of Alachua to amend the City of Alachua Land Development Regulations (LDRs) to coordinate the City's floodplain management regulations with the Florida Building Code, as follows: amending Subpart B of the City of Alachua Code of Ordinances, Land Development Regulations; amending Section 2.4.7, Variance Permits; amending Section 2.4.15, Certificate of LDR Compliance; repealing Section 6.9.4, Floodprobe Area Standards; adopting a new Section 6.9.4, Floodprone Area Standards, to adopt flood hazard maps and to designate a floodplain administrator; and modifying Section 10.2, Definitions, to amend, delete, and add definitions related to the regulations established in new Section 6.9.4, Floodprone Area Standards (Legislative Hearing).

Department Director Winburn introduced the item.

City Attorney Rush provided the Board a synopsis of the coordination efforts between the City and State Department of Emergency Management to prepare these amendments.

Principal Planner Justin Tabor, AICP, presented the Staff Report.

Chair Thomas asked the Board for questions or comments.

Member Virginia Johns inquired about the means by which variances from the regulations could occur.

Principal Planner Tabor responded to the question.

**Member Wright moved that the Board find the proposed Text Amendments to the City's Land Development Regulations to be consistent with the City of Alachua Comprehensive Plan and in compliance with the City's Land Development Regulations and transmit such finding to the City Commission with a recommendation to approve; seconded by Member Fred Hilton**

Chair Thomas opened the floor for public comments.

Jeannette Hinsdale asked for clarification concerning the floodplain administrator and voiced support for the protection for floodplains.

City Attorney Rush responded to question.

**Motion Passed on a 5-0 roll call vote.**

### **III. BOARD COMMENTS/DISCUSSION**

Department Director Winburn stated the next meeting will be February 13, 2018.

### **IV. CITIZENS COMMENTS**

None.

### **ADJOURN**

**Member Wright moved to adjourn; seconded by Member Hilton.**

**Passed by unanimous consent.**

ATTEST:

PLANNING AND ZONING BOARD OF THE  
CITY OF ALACHUA, FLORIDA

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Presiding Officer

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Staff Liaison





# City of ALACHUA

## PUBLIC NOTICE OF ENACTMENT OF AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA

Notice is hereby given that the City Commission of the City of Alachua will hold a public hearing on a proposed ordinance. The hearing will be held on January 22, 2018, at 6:00 p.m., in the James A. Lewis Commission Chambers in City Hall, located at 15100 NW 142nd Terrace, Alachua, Florida.

The ordinance title is as follows:

### ORDINANCE 18-07

AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S LAND DEVELOPMENT REGULATIONS ("LDRS"); AMENDING SUBPART B OF THE CITY OF ALACHUA CODE OF ORDINANCES, LAND DEVELOPMENT REGULATIONS; AMENDING SECTION 4.6, SPECIAL EVENTS, PROVIDING FOR THE REGULATION OF SPECIAL EVENTS WHERE ALCOHOLIC BEVERAGES ARE SOLD OR CONSUMED; PROVIDING AN EXEMPTION FROM THE STANDARDS OF SECTION 4.6 FOR AGRITOURISM, AS SET FORTH IN CHAPTER 570.85 - 570.89, FLORIDA STATUTES, AS AMENDED; AND CLARIFYING THE STANDARDS FOR AN APPLICATION FOR A SPECIAL EVENT PERMIT AND THE CONDITIONS WHICH MAY BE IMPOSED UPON A SPECIAL EVENT PERMIT; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

At the public hearing, all interested parties may appear and be heard with respect to the ordinance. Copies of the ordinance are available for public inspection at the Planning and Community Development Department, 15100 NW 142nd Terrace, Alachua, Florida, on any regular business day between the hours of 7:30 a.m. to 6:00 p.m. Written comments on the ordinance may be sent to the following address: City of Alachua, Planning and Community Development, P.O. Box 9, Alachua, FL 32616. Notice is given pursuant to Section 286.0105, Florida Statutes, that, in order to appeal any decision made at the public hearing, you will need a record of the proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act, any persons with a disability requiring reasonable accommodation in order to participate in this meeting should call the City Clerk at (386) 418-6100 x 101 at least 48 hours prior to the public hearing.

(Published: Alachua County Today - January 11, 2018)



# City of ALACHUA

## PUBLIC NOTICE OF ENACTMENT OF AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA

Notice is hereby given that the City Commission of the City of Alachua will hold a public hearing on a proposed ordinance. The hearing will be held on January 22, 2018, at 6:00 p.m., in the James A. Lewis Commission Chambers in City Hall, located at 15100 NW 142nd Terrace, Alachua, Florida.

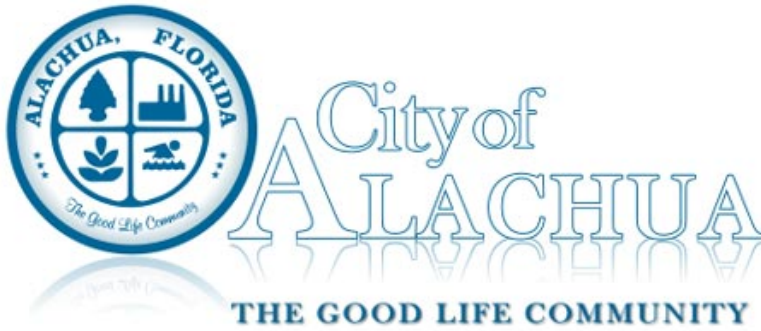
The ordinance title is as follows:

### ORDINANCE 18-06

AN ORDINANCE OF THE CITY OF ALACHUA, FLORIDA, RELATING TO THE AMENDMENT OF THE CITY'S CODE OF ORDINANCES; AMENDING SUBPART A, CHAPTER 4, ALCOHOLIC BEVERAGES, OF THE CITY OF ALACHUA CODE OF ORDINANCES; PROVIDING FOR THE REGULATION OF ALCOHOLIC BEVERAGES WHEN SOLD, SERVED, DELIVERED, OR CONSUMED DURING TEMPORARY EVENTS AND SPECIAL EVENTS; PERMITTING ALCOHOLIC BEVERAGES TO BE SOLD, SERVED, DELIVERED, OR CONSUMED AT DESIGNATED MUNICIPALLY-OWNED PARKS, RECREATION AREAS, AND PROPERTIES AND WITHIN RIGHT-OF-WAYS DURING TEMPORARY EVENTS AND SPECIAL EVENTS; PROVIDING A REPEALING CLAUSE; PROVIDING SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

At the public hearing, all interested parties may appear and be heard with respect to the ordinance. Copies of the ordinance are available for public inspection at the Planning and Community Development Department, 15100 NW 142nd Terrace, Alachua, Florida, on any regular business day between the hours of 7:30 a.m. to 6:00 p.m. Written comments on the ordinance may be sent to the following address: City of Alachua, Planning and Community Development, P.O. Box 9, Alachua, FL 32616. Notice is given pursuant to Section 286.0105, Florida Statutes, that, in order to appeal any decision made at the public hearing, you will need a record of the proceedings, and that, for such purpose, you may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act, any persons with a disability requiring reasonable accommodation in order to participate in this meeting should call the City Clerk at (386) 418-6100 x 101 at least 48 hours prior to the public hearing.

(Published: Alachua County Today - January 11, 2018)



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** Assignment and Assumption Agreement - Related to MOU for Reclaimed Water

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

**RECOMMENDED ACTION:**

Approve the Assignment and Assumption Agreement Related to the MOU Between SRWMD, GRU, GREC and the City of Alachua for the use of Reclaimed Water.

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### Summary

The City of Alachua entered into a Memorandum of Understanding (MOU) with the Suwannee River Water Management District (SRWMD), Gainesville Regional Utilities (GRU) and the Gainesville Renewable Energy Center, LCC (GREC) on Aug. 9, 2010 for the use of reclaimed water, to be supplied to GREC for a 100 mega-watt power generating station.

Since the GREC facility has been in operation, the City of Alachua has provided reclaimed water to GREC. The City of Gainesville recently acquired the GREC power generating station. GRU now owns the former GREC facility and is requesting the proposed Assignment and Assumption Agreement to the abovementioned MOU be executed, which essentially assigns all of GREC's rights, duties and obligations under the provisions of the MOU to GRU.

The City will continue to provide reclaimed water to the facility.

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**FINANCIAL IMPACT:** No

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**ATTACHMENTS:**

Description

- ☐ Assignment and Assumption Agreement
- ☐ MOU for Reclaimed Water

ASSIGNMENT AND ASSUMPTION AGREEMENT

This Assignment and Assumption Agreement ("Agreement") shall be deemed effective on this \_\_\_\_\_ day of \_\_\_\_\_, 2017 ("Effective Date"), by and between the Suwannee River Water Management District ("SRWMD"), the City of Gainesville, Florida d/b/a Gainesville Regional Utilities ("GRU"), the City of Alachua, Florida ("City"), and Gainesville Renewable Energy Center, LLC ("GREC LLC"). The SRWMD, GRU, City, and GREC LLC are each referred to herein as a "Party" and collectively they are referred to herein as the "Parties."

RECITALS

A. Effective August 9, 2010, the Parties entered into a Memorandum of Understanding ("MOU") that established certain terms and conditions for promoting the use of reclaimed water at the Gainesville Renewable Energy Center ("Energy Center"). Among other things, the MOU requires GREC LLC to use its best efforts to use reclaimed water at the Energy Center. The MOU also requires GREC LLC to pay the City a reasonable usage charge for any reclaimed water the City provides to the Energy Center.

B. On September 12, 2017, GRU and GREC LLC executed an Asset Purchase Agreement that provides for GRU's purchase of various assets from GREC LLC, including the Energy Center, as well as certain permits and approvals that are needed to operate the Energy Center.

C. On November \_\_\_\_\_, 2017, GRU purchased and GREC LLC sold the Energy Center and other assets pursuant to their Asset Purchase Agreement.

D. GRU and GREC LLC now wish to assign GREC LLC's rights, duties, and obligations under the MOU to GRU. Section 17 of the MOU provides that the "MOU shall not be assigned by any party without the prior written consent of the other parties, which consent shall not be unreasonably withheld." Since GRU is willing to accept and assume all of GREC LLC's duties and obligations under the MOU from and after the Effective Date, the Parties are willing to approve the assignment of GREC LLC's duties and obligations to GRU, subject to the terms and conditions set forth below.

NOW, THEREFORE, in consideration of the foregoing premises and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, each of the Parties agrees with and intends to be bound by the following provisions of this Agreement:

1. The Recitals in Sections A, B, C, and D, above, are accurate and correct.
2. The Parties hereby approve the assignment of all of GREC LLC's rights, duties, and obligations arising under the MOU from and after the Effective Date to GRU, as of the Effective Date. On and after the Effective Date, GREC LLC shall have no rights, duties, or obligations under the MOU, and the City, SRWMD, and GRU shall have no recourse against GREC LLC for the performance of any duties or obligations under the MOU.
3. Except as expressly provided herein, all of the provisions in the MOU shall remain unchanged and in effect.
4. The Effective Date of this Agreement shall be the date when this Agreement has been executed by all of the Parties. GRU shall write the Effective Date in the first sentence of this Agreement after all of the Parties have executed the Agreement, and then GRU shall send a fully executed copy of the Agreement to each of the Parties.

5. This Agreement may be executed in one or more counterparts, each of which shall constitute an original, but all of which, taken together, shall constitute but one agreement. Signatures to this Agreement may be delivered by facsimile or transmitted electronically (including by portable document format (“pdf”)) and shall be deemed originals for all purposes.

*[Signature Page(s) Follow]*

WHEREFORE, the Parties have caused this Assignment and Assumption Agreement to be duly executed and delivered as of the Effective Date first written above.

For Gainesville Regional Utilities

Approved as to Form and Legality

\_\_\_\_\_  
By: Edward Bielarski  
General Manager

\_\_\_\_\_  
Keino Young  
Utilities Attorney

Dated: \_\_\_\_\_

For the City of Alachua

Approved as to Form

\_\_\_\_\_  
By: Traci L. Gresham  
City Manager of City of Alachua

\_\_\_\_\_  
Marian B. Rush  
City Attorney, City of Alachua

Dated: \_\_\_\_\_

For the Suwannee River  
Water Management District

Approved as to Form and Legality

\_\_\_\_\_  
By: Hugh Thomas  
Executive Director

\_\_\_\_\_  
SWRMD General Counsel

Dated: \_\_\_\_\_

For Gainesville Renewable Energy Center, LLC

\_\_\_\_\_  
By: James S. Gordon  
Chief Executive Officer

Dated: \_\_\_\_\_

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") shall be deemed effective this \_\_\_\_ day of \_\_\_\_\_, 2010, by and between the Suwannee River Water Management District ("SRWMD"), the City of Gainesville, Florida d/b/a Gainesville Regional Utilities ("GRU"), the City of Alachua ("City"), and Gainesville Renewable Energy Center, LLC ("GREC LLC"). This MOU implements the terms and conditions that SRWMD, GRU, City and GREC LLC (collectively "Parties") will use to promote the use of Reclaimed Water at the proposed Gainesville Renewable Energy Center ("Energy Center") and thereby reduce the use of groundwater.

The purpose of this MOU is to, among other things, implement Condition 9 of the May 20, 2010 SRWMD staff report of the GREC LLC site certification. This staff report is attached hereto as Exhibit 'A'.

1. The City's wastewater treatment plant ("WWTP") produces treated effluent ("Reclaimed Water") that may be used for cooling and potentially other purposes in an electrical power plant. The City wishes to provide its Reclaimed Water to the proposed Energy Center that GREC LLC plans to build. The Energy Center will be located on an approximately 131-acre site, which GRU will lease to GREC LLC at GRU's Deerhaven Generating Station. GREC LLC plans to use Reclaimed Water at the Energy Center, and SRWMD and GRU support GREC LLC's use of Reclaimed Water, because it will reduce the use of groundwater by the Energy Center. The Parties are entering into this MOU because the Parties wish to ensure that the City of Alachua will deliver Reclaimed Water from the City's WWTP to the Energy Center by January 1, 2013.

2. The City agrees that it will use its best efforts to identify and obtain state, federal and other grants to pay the capital costs associated with the construction of the proposed pipeline from the City's Reclaimed Water system to the "point of connection" to the Energy Center. Capital costs include not only the actual construction cost for the proposed pipeline, but also include the engineering, designing, and survey activities necessary to construct the pipeline. GRU and GREC LLC agree to use their best efforts to assist the City in identifying and obtaining these grants. This may include serving as an applicant or co-applicant on a grant application.

3. If the City is unable to obtain sufficient grants to pay for the capital costs to construct the proposed pipeline, GREC LLC and/or GRU shall pay any and all of the capital costs that are not covered by such grants; provided, however, GREC LLC and/or GRU's obligation to pay is subject to the terms and conditions contained in this MOU. Under no circumstances will the City be responsible to pay any of the capital costs associated with the construction of the pipeline that are not covered by grants.

4. If GREC LLC and/or GRU need to provide part or all of the capital costs for the proposed pipeline, the City shall estimate the total amount of such capital costs and the City shall prepare a preliminary schedule for the payment of these costs. GREC LLC and GRU shall jointly review the City's capital cost estimates and determine how the capital costs will be allocated between them. The City and GREC LLC and/or GRU shall jointly review and agree upon the proposed amounts and schedule for the payments, prior to the commencement of construction of the proposed pipeline.

5. GREC LLC and/or GRU shall deliver to the City a written notice to proceed when GREC LLC is ready to have the City move forward with the design, permitting, and construction of the proposed pipeline. It is anticipated that the Parties will seek grant funds during the first half of 2011 and thus the notice to proceed may not be issued until July 1, 2011. The notice to proceed may be delayed until December 1, 2011 if it appears reasonably likely that the additional time will enable the City to obtain additional grants. A copy of the notice to proceed shall be provided to SRWMD.

6. The City's pipeline and the associated pumps, tanks, and other facilities shall be installed, fully operational, and ready to provide Reclaimed Water to the Energy Center no later than January 1, 2013, unless otherwise agreed in writing by all Parties.

7. During the initial start-up, commissioning, and testing of the Energy Center, GREC LLC shall give reasonable advance notice to the City concerning the estimated amount of Reclaimed Water that will be needed by the Energy Center and the anticipated schedule for needing the Reclaimed Water at the Energy Center. The City shall use its best efforts to provide Reclaimed Water to the Energy Center in compliance with GREC LLC's requests.

8. After the Energy Center commences commercial operations, the City shall use its best efforts to provide Reclaimed Water to the Energy Center and GREC LLC shall use its best efforts to accept the Reclaimed Water. The Parties' goal is to minimize the use of ground water at the Energy Center by maximizing the use of Reclaimed Water. However, the Parties recognize and agree that the



City has the right to provide its Reclaimed Water to the City's other customers and, therefore, the City has the right to determine when and how much of the City's Reclaimed Water will be available to the Energy Center. Similarly, the Parties recognize and agree that there will be periods of time when GREC LLC cannot accept or has limited ability to accept Reclaimed Water (e.g., the Energy Center is temporarily shut down or operating at less than full capacity). Prior to the use of ground water, GREC LLC shall use the maximum amount of Reclaimed Water feasible. If a reduction in water use is necessary, GREC LLC shall reduce its groundwater use to the fullest extent necessary and feasible prior to reduction of Reclaimed Water. The amount of Reclaimed Water used by the Energy Center will be provided to SRWMD in conjunction with the operating reports of daily groundwater pumpage on a quarterly basis.

9. GREC LLC shall pay to the City a reasonable usage charge per thousand gallons (kgal) for the Reclaimed Water that is provided to the Energy Center. The kgal usage charge shall be based on the following factors:

- (a) The actual or mutually agreed upon estimate of the cost incurred by the City to operate and maintain facilities required to provide the Reclaimed Water to the Energy Center;
- (b) The actual or mutually agreed upon estimate of the cost incurred by the City to maintain, repair, renew, and replace, as necessary, the facilities used to provide the City's Reclaimed Water to the Energy Center; and
- (c) The City's usual and customary overhead expense percentage, which shall include the transfer of funds from the City's Wastewater Collection and Treatment Division, Public Services Department to the City's General Fund, and which shall be applied as a percentage to the sum of items (a) and (b) above.

The kgal usage charge paid by GREC LLC shall not include any capital costs for the pipeline and other facilities used to provide Reclaimed Water to the Energy Center. The kgal usage charge paid by GREC LLC shall not exceed the lowest kgal usage charge for Reclaimed Water paid by any other entity receiving the City's Reclaimed Water.

10. The City's proposed pipeline shall extend from the City's Reclaimed Water system to the "point of connection". The point of connection will be designated by GREC LLC in consultation with the City and GRU. The City shall, in consultation with the Parties, determine the route for the proposed pipeline.



The City shall select the route that is the lowest cost alternative, when evaluated in light of the anticipated capital, operating, maintenance, permitting, and other costs associated with the construction and operation of the City's proposed pipeline.

11. The City shall design, permit, construct, own, operate, and maintain the pipeline from the City's Reclaimed Water system to the point of connection to the Energy Center. The City shall be solely responsible for providing the materials, personnel, and supervision necessary to satisfy its obligations under this MOU.

12. GREC LLC shall design, permit, construct, own, operate, and maintain the pipeline and all associated facilities that are needed to transport the Reclaimed Water from the point of connection at the boundary of the Energy Center's site to the proposed electrical power plant. GREC LLC shall be solely responsible for providing the materials, personnel, and supervision necessary to satisfy its obligations under this MOU.

13. The Parties recognize that the City's WWTP does not currently have the capacity to provide all of the Reclaimed Water that will be required for the operation of the Energy Center. The City's WWTP is expected to provide approximately 0.4 to 0.6 million gallons per day (mgd) of Reclaimed Water and the Energy Center will need approximately 1.4 mgd on an annual average basis; however, the Parties acknowledge that population growth will influence the volume of available Reclaimed Water, which may therefore lead to an increase of available Reclaimed Water. Also, the Parties acknowledge that GRU is evaluating the feasibility of, and may, in the exercise of its sole discretion, build a new water reclamation facility and/or pipeline from an existing reclamation facility that would be capable of providing additional Reclaimed Water to the Energy Center in the future. GRU will provide written notification to the City when it elects to proceed with said project. In the event such additional Reclaimed Water from GRU becomes available to the Energy Center, the Parties agree to reopen and reevaluate the terms of this MOU so that GRU and the City can maximize the beneficial reuse of their Reclaimed Water.

14. This MOU shall remain in effect for the life of the Energy Center. This MOU also may be amended or renewed and extended with the written consent of the Parties.

15. Notwithstanding anything else contained herein, GREC LLC and/or GRU shall not be obligated to pay the City for the proposed pipeline unless GREC LLC commences construction of the Energy Center. Notwithstanding anything else contained herein, the City shall not be obligated to construct the

proposed pipeline unless GREC LLC and/or GRU gives written notice authorizing the City to proceed. In accordance with paragraphs 3 and 4 above, the City is not responsible to pay, or advance, any capital costs for the construction of the proposed pipeline and the City and GREC LLC and/or GRU shall jointly review and agree upon the proposed amounts and schedule for the payments. Thereafter, the City shall not be obligated to continue with the construction of the proposed pipeline unless GREC LLC and/or GRU make timely payments to the City, in advance of anticipated cash flow needs, in compliance with the payment schedule established pursuant to paragraph 4, above.

16. Subject to the other provisions contained herein, the City shall determine the amount of the capital costs and usage charge that GREC LLC and/or GRU shall pay for the construction of the proposed pipeline and the purchase of the City's Reclaimed Water. GREC LLC and/or GRU shall have the right to review the calculations and records used by the City to determine the amount of any payment or usage charge requested by the City. If GREC LLC and/or GRU dispute any portion of any payment or usage charge requested by the City, GREC LLC and/or GRU shall pay the undisputed amount and immediately discuss its concerns with the City. If GREC LLC and/or GRU and the City are unable to agree, they may jointly select a qualified independent engineer licensed to practice in the State of Florida ("the Independent Engineer") to evaluate their respective claims and determine whether the proposed payment or usage charge is consistent with the provisions of this MOU. If the Independent Engineer concludes that the proposed payment or usage charge is appropriate, GREC LLC and/or GRU shall promptly pay the disputed amount, plus interest from the date when such payment was due initially. The cost of the Independent Engineer's services shall be shared and paid equally by GREC LLC and GRU.

17. Except as otherwise provided below, this MOU shall not be assigned by any party without the prior written consent of the other parties, which consent shall not be unreasonably withheld. GREC LLC may assign or collaterally assign some or all of its rights and obligations under this MOU in connection with a financing of the Energy Center. The City and SRWMD agree to provide such legal opinions and consents as may be reasonably necessary and reasonably requested by GREC LLC in connection with such financing.

18. The execution of this MOU shall be subject to the approval of the governing boards of SRWMD, City, and GRU. The effective date of this MOU shall be the date first written above, which shall be the date when the MOU has been executed by all of the Parties.

19. This MOU shall not conflict with or diminish the applicability of any of the conditions of the May 20, 2010, SRWMD staff report for the GREC LLC site

certification, which is attached to this MOU. This MOU does not limit the rights of SRWMD to change or modify the conditions of the site certification.

20. Notwithstanding anything herein to the contrary, this MOU shall be interpreted as a firm commitment, by the Parties, to use their best efforts at all times to conserve groundwater by using all means reasonably available to them, to use Reclaimed Water for operating GREC LLC's cooling tower.

(The remainder of this page intentionally left blank.)

For Gainesville Regional Utilities:

By: Robert E. Hunzinger  
General Manager

Dated: 7/9/2010

Approved as to Form and Legality

Raymond O. Manasco Jr.  
Raymond O. Manasco Jr.  
Utilities Attorney

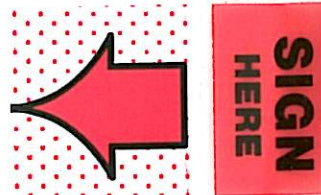
For the City of Alachua:

By: Traci L. Cain  
City Manager of City of Alachua

Dated: \_\_\_\_\_

Approved as to Form and Legality

Marian B. Rush  
Marian B. Rush  
City Attorney of City of Alachua



For the Suwannee River  
Water Management District:

By: David Still  
David Still  
Executive Director

Dated: \_\_\_\_\_

Approved as to Form and Legality:

Tom W. Brown  
Tom W. Brown  
SRWMD General Counsel

For Gainesville Renewable Energy Center, LLC:

By: James S. Gordon  
James S. Gordon  
Chief Executive Officer

Dated: 7/8/2010

**STAFF REPORT**  
**WATER USE PERMIT APPLICATION**

**DATE:** May 20, 2010

**PROJECT:** Gainesville Renewable Energy Center

**APPLICANT:**

Gainesville Renewable  
Energy Center  
75 Arlington Street, 5<sup>th</sup> Floor  
Boston, MA 02116

**PERMIT APPLICATION NO.:** 2-09-00040

**DATE OF APPLICATION:** December 1, 2009

**APPLICATION COMPLETE:** March 2, 2010

**DEADLINE FOR AGENCY REPORT:** June 14, 2010

**MANAGER/MEMBER DETAIL:**

AMERICAN RENEWABLES, LLC 75 ARLINGTON STREET, 5 <sup>TH</sup> FLOOR BOSTON, MA 02116	MGRM
FRANK GETMAN 1 NEW HAMPSHIRE AVE – STE 207 PORTSMOUTH, NH 03801	MGR
JAMES GORDON 75 ARLINGTON STREET – STE 704 BOSTON, MA 02116	MGR
KAORU USAMI TYR ENERGY INC 7500 COLLEGE BLVD – STE 650 OVERLAND PARK, KS 66210	MGR

**Project Review Staff**

Kevin Wright and Carlos D. Herd, P.G., have reviewed the application.

**Project Location**

The withdrawal facilities are located in Township 8 South, Range 19 East, Section 27, Alachua County, adjacent to the Deerhaven Generating Station (map attached).

**Project Description**

The District received a water use permit application, which was included within the site certification application for the Gainesville Renewable Energy Center (GREC) on December 1, 2009. The applicant requests a groundwater withdrawal from the upper Floridan aquifer for power production. The operation will use two proposed production wells and two potable wells located within GREC property.

GREC's proposed wellfield consists of two 14-inch diameter production wells, both with a capacity of 1,250 gallons per minute (gpm). The potable wells will consist of two 5-inch diameter wells, both with a capacity of 20 gpm. GREC's proposed average daily use will be 1.4 million gallons per day (mgd).

**Demonstration of Need**

GREC's primary consumption of water will be evaporative cooling towers. Other uses include boiler water make up, dust control, effluent disposal, and indoor needs. GREC has provided a water balance demonstrating annual needs.

GREC will initiate groundwater usage in July 2012 at a rate of 0.1 mgd, and will increase to 1.4 mgd by November 2013 when plant is fully operational.

Gainesville Regional Utilities will voluntarily reduce their average allocated quantities associated with the Deerhaven Generating Station by 1.4 mgd. The site certification for Deerhaven Generating Station was issued on May 16, 1978.

**Water Conservation**

As a low impact development design, GREC is incorporating a zero liquid discharge system. A zero liquid discharge system will minimize water that is traditionally discharged to an open water body. A zero liquid discharge system also promotes efficient use of water.

**Permit Duration**

The water use associated with GREC will be permitted through the Florida Department of Environmental Protection's Siting Coordination Office with a duration of the life of the facility.



**Evaluation of Conditions for Issuance of Permit**

**Will the project interfere with any presently existing legal use of water?**

[ref. 40B-2.301(1)(b)]

The applicant has provided reasonable assurance that the project will not interfere with any presently existing legal use of water.

**Is the project consistent with the public interest?**

[ref. 40B-2.301(1)(c)]

The applicant has provided reasonable assurance that the project is consistent with the public interest.

**Is the project reasonable-beneficial?**

[ref. 40B-2.301(1)(a)]

The applicant has provided reasonable assurance that the project reasonable-beneficial based on the following criteria.

**The use is in such quantity and of such quality as is necessary for economic and efficient use.**

[ref. 40B-2.301(2)(a)]

The applicant has provided reasonable assurance that the use is in such quantity and of such quality as is necessary for economic and efficient use.

**The use is for a purpose that is both reasonable and consistent with the public interest.**

[ref. 40B-2.301(2)(b)]

The applicant has provided reasonable assurance that the use is for a purpose that is both reasonable and consistent with the public interest.

**The source of water is capable of producing the requested amounts and appropriate quality of water.**

[ref. 40B-2.301(2)(c)]

The applicant has provided reasonable assurance that the source of water is capable of producing the requested amounts and appropriate quality of water.

**The use will not degrade the source from which it is withdrawn.**

[ref. 40B-2.301(2)(d)]

The applicant has provided reasonable assurance that the use will not degrade the source from which it is withdrawn.

**The use will not cause or contribute to flooding.**

[ref. 40B-2.301(2)(e)]

The applicant has provided reasonable assurance that the use will not cause or contribute to flooding.

**The use will not harm offsite land uses.**

[ref. 40B-2.301(2)(f)]

The applicant has provided reasonable assurance that the use will not harm offsite land uses.

**The use will not cause harm to wetlands or other surface waters.**

[ref. 40B-2.301(2)(g)]

The applicant has provided reasonable assurance that the use will not cause harm to wetlands or other surface waters. This determination was made using the District's regional groundwater model.

**The use will not cause or contribute to a violation of either minimum flows or levels.**

[ref. 40B-2.301(2)(h)]

The applicant has agreed to enter into an Agreement with Suwannee River Water Management District, City of Alachua and Gainesville Regional Utilities to initially provide approximately 400,000 gpd of reclaimed water to offset a portion of the proposed plants cooling water needs. This Agreement will act as a mitigation strategy to provide reasonable assurance that the use will not cause or contribute to a future violation of either minimum flows or levels. Staff modeled the proposed average daily withdrawal of 1.0 mgd of groundwater and found that with use of 400,000 gpd of reclaimed water, there were no adverse impacts to the Santa Fe River or other natural features. This determination was made by a predictive simulation using the District's regional groundwater model.

**The use will not cause or contribute to a violation of state water quality standards in waters of the state as set forth in Chapters 62-301, 32-302, 62-520, and 62-550, F.A.C.**

[ref. 40B-2.301(2)(i)]

The applicant has provided reasonable assurance that the use will not cause or contribute to a violation of state water quality standards in waters of the state as set forth in Chapters 62-301, 32-302, 62-520, and 62-550, F.A.C.

**The use is otherwise a reasonable-beneficial use as defined in Section 373.019(2), F.S., with consideration given to the factors set forth in subsection 62-40.410(2), F.A.C.**

[ref. 40B-2.301(2)(j)]

The applicant has provided reasonable assurance that the use is otherwise a reasonable-beneficial use as defined in Section 373.019(2), F.S., with consideration given to the factors set forth in subsection 62-40.410(2), F.A.C.

**Site Certification Limiting Conditions**

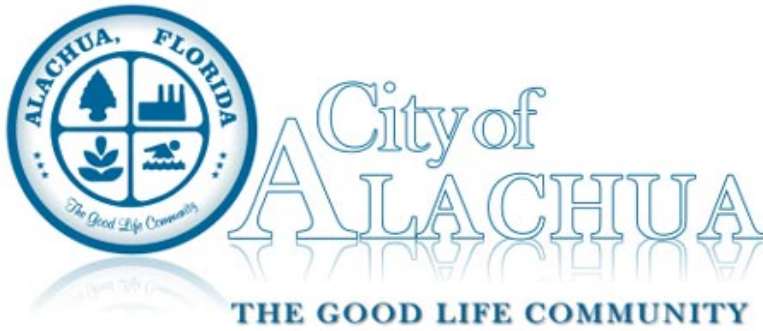
Staff recommends the following limiting conditions be included in the permit site certification:



1. Gainesville Renewable Energy Center shall provide to the District monthly operating reports showing daily groundwater pumpage no later than 10 working days after the end of each quarter. The Suwannee River Water Management District water use permit number 09-00040 shall be displayed on all reports.
2. If water use causes or contributes to a violation of Minimum Flows and Levels (MFLs), the District reserves the right to curtail future withdrawal rates or otherwise modify the site certification as described in the recovery or prevention strategy associated with the MFL.
3. If water use causes adverse impacts to occur, the District reserves the right to curtail future withdrawal rates or otherwise modify the site certification. Adverse impacts include:
  - a. Cumulative reduction in well water levels that impairs the ability of the well to produce water;
  - b. Cumulative reduction in levels in an adjacent water body such as a lake, pond, or retention/detention area that impairs the designated function of the water body or the ability for a permitted withdrawal facility to produce water;
  - c. Saline water intrusion or induced movement of pollutants into the water supply of an adjacent water use, resulting in harm due to a reduction in water quality;
  - d. Land collapse or subsidence caused by reduction in water levels;
  - e. Damage to crops and other types of vegetation;
  - f. Harm to a naturally occurring water body such as lake, pond, or wetland by reducing water levels or changing the hydroperiod; and,
  - g. Harm to the natural system including damage to habitat for endangered or threatened species, or species of special concern.
4. Gainesville Renewable Energy Center shall maintain an accurate, non-resettable, totalizing flow meter(s) at each water withdrawal point. The meters shall be accurate to within 5 percent of actual flow. The meters shall be calibrated at a minimum every 5 years with a report of the calibration submitted to the District within 30 days of completion. Meters found to be outside the 5 percent flow measurement requirement shall be repaired or replaced within 30 days of discovery. The District shall be notified of any broken meters within 10 days of discovery, and the reported flow shall be estimated and submitted to the District for the time the meter was out of service.
5. If the actual flow is found to be greater than 5% different from the measured flow, within 30 days, the Permittee shall have the meter re-calibrated, repaired, or replaced, whichever is necessary. Documentation of the test and

a certificate of re-calibration, if applicable, shall be submitted within 30 days of each test or re-calibration.

6. Gainesville Regional Utilities will reduce allocated quantities for Deerhaven Generating Station by 1.4 mgd.
7. Gainesville Renewable Energy Center shall monitor and report groundwater levels continuously at one centrally located well as approved by the District. The groundwater monitoring program shall be implemented at least one year prior to operation. The data shall be submitted no later than 10 working days after the end of each quarter. The reference datum should be North American Vertical Datum of 1988 (NAVD 88).
8. Gainesville Renewable Energy Center (GREC) shall provide to the District a written implementation plan and schedule for the use of reclaimed water from the City of Alachua to replace as much of the groundwater withdrawals as practicable for cooling purposes no later than 3 years after the commencement of operations. The plan shall include the identification of the supply of reclaimed water, the anticipated uncommitted amount of the supply, the plans, facilities, and estimated costs for providing the reclaimed water to the GREC site, and the schedule to begin the use of the reclaimed water no later than 5 years after the commencement of operations. Based on the District's review and approval of the implementation plan and schedule, GREC shall implement the plan for the use of reclaimed water according to the approved schedule, and the conditions of the certification shall be modified to require the use of reclaimed water.
9. In the event that an uncommitted, reasonable reclaimed water supply becomes available or is definitively scheduled to become available at the GREC site boundary to meet all or part of the cooling tower makeup water needs prior to the required schedule above, GREC shall provide the District a written implementation plan and schedule for using the reclaimed water. Based on the District's review and approval of the plan and schedule, GREC shall implement the plan and the conditions of the certification shall be modified to require the use of reclaimed water to reduce groundwater use.
10. If reclaimed water is used to supply all or part of the cooling tower makeup needs, groundwater use shall continue to be allowed for plant process and potable water use and, to the extent necessary, as supplemental or standby water supply for cooling tower makeup.



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** Resolution 18-09 Amending the City of Alachua Fiscal Year 2017-2018 Budget; Recognizing Unanticipated Revenue in the Special Revenue Donation Fund in the amount of \$15,000; Increasing the Donation Fund Appropriations Within the Recreation Program by Said Amount; Providing an Effective Date.

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

**RECOMMENDED ACTION:**

Adopt Resolution 18-09.

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### Summary

The recreation activities related to youth basketball and volleyball are a key component of our recreation program. Due to organizational changes within the Santa Fe Youth Basketball and Alachua Youth Volleyball volunteer organizations, the City has temporarily assumed the fiscal responsibilities related to the youth basketball and volleyball programs.

Resolution 18-09 establishes the necessary budget to provide for the recognition of revenues and expenses related to the youth basketball program. This program is self-sufficient due to revenues in the form of team fees, participant registrations and the generous sponsorships that are received.

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**FINANCIAL IMPACT:** Yes

**BUDGETED:** No

**AMOUNT:** \$15,000

**FUNDING SOURCE:** Other

**ADDITIONAL FINANCIAL INFORMATION:** Adoption of Resolution 18-09 would increase the total City of Alachua FY 2017-2018 Budget to \$40,607,221.

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**COMMISSION GOALS:**

Quality of Life, Community Enhancement, Strengthen Community Services

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**ATTACHMENTS:**

Description

- ▢ Resolution 18-09
- ▢ Resolution 18-09 Exhibit A

**RESOLUTION 18-09**

**A RESOLUTION OF THE CITY OF ALACHUA, FLORIDA; AMENDING THE CITY OF ALACHUA FISCAL YEAR 2017-2018 BUDGET; RECOGNIZING UNANTICIPATED REVENUE IN THE SPECIAL REVENUE DONATION FUND IN THE AMOUNT OF \$15,000; INCREASING THE DONATION FUND APPROPRIATIONS WITHIN THE RECREATION PROGRAM BY SAID AMOUNT; PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Commission recognizes the importance of youth basketball to the City's recreation program; and,

**WHEREAS**, the City Commission desires to recognize revenues and appropriate expenses necessary to operate the youth basketball program.

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

**SECTION 1.** The City of Alachua's Fiscal Year 2017-2018 Budget is amended to increase the total Donation Fund revenues and expenditures by \$15,000 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 2017-2018 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 22<sup>nd</sup> day of January, 2018.

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

---

Gib Coerper, Mayor

**SEAL**

**ATTEST:**

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Traci L. Gresham, City Manager/Clerk

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

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

\_\_\_\_\_ **X** \_\_\_\_\_ AMENDMENT

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

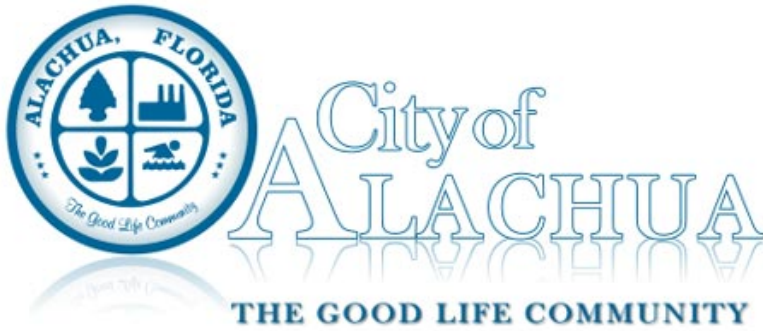
#	FUND NAME	DEPARTMENT NAME	ACCOUNT NAME	ACCOUNT NUMBER	REVENUES (+/-)	EXPENSES (+/-)
1	Donation Fund	Rec. - Youth Basketball Sponsorships		167-000.4106-366.1000	2,100.00	
2	Donation Fund	Rec. - Youth Basketball Misc. Revenue		167-000.4106-369.0000	10,400.00	
3	Donation Fund	Rec. - Youth Basketball Registrations		167-000.4106-369.0001	2,500.00	
4	Donation Fund	Rec. - Youth Basketball Other Current Charges		167-572.4106-503.4900		5,250.00
5	Donation Fund	Rec. - Youth Basketball Operating Supplies		167-572.4106-503.5200		9,750.00
6						
7						
8						
9						
10						
11						
12						
13						
14						
NOTE: TO INCREASE REVENUE OR EXPENSE = POSITIVE NUMBER, TO DECREASE REVENUE OR EXPENSE = NEGATIVE NUMBER.					15,000.00	15,000.00
USE WHOLE DOLLARS ONLY.					COMBINED TOTAL	30,000.00

Purpose: Recognize/Appropriate Donation Fund budget per Resolution 18-09.

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

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

EXHIBIT A



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** Florida Job Growth Grant Fund

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

**RECOMMENDED ACTION:**

Authorize the Mayor and/or City Manager to sign all necessary documents to accept and agree to the Florida Job Growth Grant Fund award, if awarded.

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### Summary

The Florida Legislature, during the 2017 Legislative Session, established the Florida Job Growth Grant Fund, codified in Florida Statute 288.101. The grant program is designed to fund public infrastructure and job training projects that support growth and employment in Florida's diverse industries. The State allocated \$85 million in funding for its fiscal year beginning July 1, 2017.

The City Commission, during its City Commission meeting on Aug. 28, 2017, authorized the City Manager via Resolution 17-22 to make application to the Florida Job Growth Grant Fund. Staff developed an application for a public infrastructure grant to construct the portion of the San Felasco Parkway from CR 241 to Progress Blvd. The improvements would facilitate growth in the bioscience, manufacturing, pharmaceutical and medical device industries, which are considered Target Industries by the State. These industries already have a strong presence in Progress Park, Copeland Park and Alachua Research Park. Additionally, the advancement of studies in these fields by Santa Fe College and the University of Florida provide an excellent workforce pool and serve as a catalyst for innovation. The presence of the Sid Martin Biotechnology Incubator also provides another valuable asset to grow these Target Industries.

The project scope includes the construction of 7,300 linear feet of divided road with open swales that traverses through the University of Florida Foundation owned 280-acre site southwest of Progress Park. The design includes the Florida Department of Transportation Complete Streets elements such as 7-foot bike lanes and 8-foot sidewalks. Water, wastewater and electric infrastructure improvements are also included to generate a "shovel ready" site for development in the abovementioned Target Industries.

The total project cost is approximately \$6.75 million, which includes roadway and utilities construction costs as well as design, permit and inspection fees. The City requested complete funding of the project via the Florida Job Growth Grant Fund.

The Florida Department of Economic Opportunity has continued to evaluate applications submitted to the Florida Job Growth Grant Fund. The City's application is also being evaluated. The City received notification in December that the project remains in consideration.

In the event the City is awarded funding, the Administration is requesting the City Commission authorize the Mayor and/or City Manager to sign all necessary documents to accept and agree to the grant award. This will provide for expedited administration activities.

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**FINANCIAL IMPACT:** Yes

**AMOUNT:** \$6,750,000

**FUNDING SOURCE:** Grants

**ADDITIONAL FINANCIAL INFORMATION:**Funding contingent upon award from State.

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**COMMISSION GOALS:**

Economic Development, Community Enhancement

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**ATTACHMENTS:**

Description

- ▣ Resolution 17-22 - Florida Job Growth Grant Fund

**RESOLUTION 17-22**

**A RESOLUTION OF THE CITY OF ALACHUA, FLORIDA, AUTHORIZING THE CITY MANAGER TO MAKE APPLICATION TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FLORIDA JOB GROWTH GRANT FUND FOR PUBLIC INFRASTRUCTURE; REPEALING ALL RESOLUTIONS IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**R E C I T A L S**

**WHEREAS**, The Florida Legislature, during the 2017 Legislative Session, established the Florida Job Growth Grant Fund, codified as Florida Statute 288.101;

**WHEREAS**, The Florida Job Growth Grant Fund is designed to fund public infrastructure and job training projects that support growth and employment in Florida's diverse industries;

**WHEREAS**, The Florida Job Growth Grant Fund has been allocated \$85 million in funding for the State's budget for the fiscal year beginning July 1, 2017; and,

**WHEREAS**, it is the desire of the City Commission to make application to the Florida Job Growth Grant Fund for public infrastructure improvements.

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

**Section 1. Findings.**

The City Commission finds, determines, and declares that the above recitals are true and correct and are hereby incorporated into this resolution by reference.

**Section 2. Authorization to Make Application.**

The City Manager is hereby authorized to make application to the Florida Department of Economic Opportunity Florida Job Growth Grant Fund for public infrastructure projects for funding made available in the State's budget for the fiscal year beginning July 1, 2017.

**Section 3. Repealing Clause.**

All resolutions or parts of resolutions in conflict herewith are, to the extent of the conflict, hereby repealed.



**Section 4. Effective Date.**

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

**DULY ADOPTED** in regular session this 28th day of August, 2017.

CITY COMMISSION OF THE  
CITY OF ALACHUA, FLORIDA

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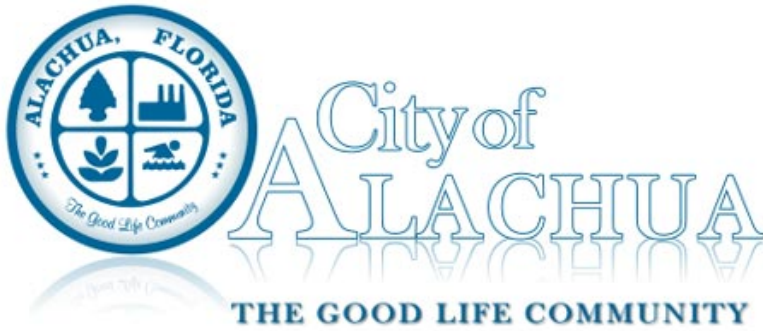
**Gib Coerper, Mayor**

SEAL

**ATTEST:**

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Traci L. Gresham, City Manager/Clerk



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** City Manager Contract Amendment

**PREPARED BY:** Traci L. Gresham, City Manager

**RECOMMENDED ACTION:**

Approve the First Amendment to City Manager Employment Contract

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### **Summary**

The City Manager/City Clerk is a charter officer appointed by the City Commission. Traci L. Gresham has served as City Manager since 2009. She has developed a proposed amendment to her employment contract to take into consideration her planned retirement, effective May 3, 2018.

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**ATTACHMENTS:**

Description

- ▢ Proposed City Manager Contract Amendment
- ▢ City Manager Employment Contract

## **FIRST AMENDMENT TO CITY MANAGER EMPLOYMENT CONTRACT**

This FIRST AMENDMENT TO CITY MANAGER CONTRACT (hereinafter the “Amended Contract”) is being entered into on this \_\_\_\_\_ day of January, 2018, by and between the City of Alachua, a Florida municipal corporation (hereinafter the “City”), and Traci L. Cain, who is now known as Traci L. Gresham (hereinafter the “Employee”), and changes that certain CITY MANAGER EMPLOYMENT CONTRACT between the City and Employee dated July 28, 2014 (hereinafter the “CONTRACT”), as set forth below:

1. Section 2. A. of the CONTRACT is changed to read that the term of the Contract shall be through and including **May 3, 2018** instead of September 30, 2018.
2. Section 12. of the CONTRACT is changed to add the following at the end of it, **“under COBRA through September 30, 2018.”**
3. Section 5. of the CONTRACT is not being changed, however, the Employees salary shall include the board salary increases and benefits which Employee has received since the date of the CONTRACT.
4. Other than the changes to the CONTRACT set forth above, all other terms of the CONTRACT shall remain in full force and effect and shall also apply to this AMENDED CONTRACT. Should there be any conflict between the terms of this AMENDED CONTRACT and this CONTRACT, the terms of this AMENDED CONTRACT shall govern.

IN WITNESS WHEREOF, the City of Alachua has caused this AMENDED CONTRACT to be signed and executed on its behalf by its Mayor and duly attested by its Deputy City Clerk or

other legal representative, and the Employee has signed and executed this Contract the year and day first above written.

Attest:

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Alan Henderson  
Deputy City Clerk  
City of Alachua

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Gib Coerper, Mayor  
City of Alachua

Approved as to form:

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Marian B. Rush  
City Attorney  
City of Alachua

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Traci L. Gresham  
Employee

## **CITY MANAGER EMPLOYMENT CONTRACT**

**THIS CONTRACT**, made and entered into this 28<sup>th</sup> day of July, 2014

by and between the City of Alachua, State of Florida, a municipal corporation, hereinafter called the "City," and Traci L. Cain, hereinafter called "Employee," both of whom understand as follows:

### **RECITALS:**

**WHEREAS**, Employee currently holds the position of City Manager for the City;

**WHEREAS**, the City desires to continue to employ the services of Employee as the City Manager of the City of Alachua, as provided by Article 4 of the City of Alachua Charter;

**WHEREAS**, it is the desire of the City Commission to provide certain benefits, establish certain conditions of continued employment of Employee as City Manager, and set working conditions for Employee;

**WHEREAS**, it is the desire of the City Commission to: (1) secure and retain the services of the Employee and to provide inducement for her to remain in such employment in order to, among other things, provide administrative support to the City Commission; (2) make possible full work productivity by assuring Employee's morale and peace of mind with respect to future job security and financial well-being; (3) act as a deterrent against malfeasance or dishonesty for personal gain on the part of the Employee; and (4) provide a just means for terminating Employee's services at such time as she may be unable to fully discharge her duties, defined as being unable to carry out her duties for a continuous period of sixty days or when the City may desire to otherwise terminate her employment;

**WHEREAS**, Employee desires to accept such employment as City Manager of said City;

**WHEREAS**, it is in the best interest for the health, safety, and welfare of the citizens to have a City Manager, and

**NOW, THEREFORE** in consideration of the mutual covenants in this Contract, the City and Employee agree as follows:

**Section 1. Recitals:** The above recitals are true and correct and are incorporated into this Contract.

**Section 2. Term:**

A. The duration of this Contract shall commence and be effective as of July 28, 2014, and shall be effective through and including September 30, 2018, unless changed in writing by the City and Employee.

B. Nothing in this Contract shall prevent, limit or otherwise interfere with the right of the City Commission to terminate the services of the Employee as City Manager at any time upon two weeks notice from the Commission. In the event the Commission terminates Employee because of a conviction of an illegal act involving personal gain to her, the Employee shall not be entitled to any severance pay set forth in Section 4 below.

C. Employee agrees neither to accept nor to become employed by any other employer during the term of this Contract. The term "employed" as it is used in this paragraph shall not be construed to include occasional part-time teaching, writing or consulting performed during Employee's time off.

**Section 3. Duties:** City agrees to employ Employee as City Manager of City to perform the functions and duties specified by Article 4 of the City Charter and to perform such other legally permissible and proper duties and functions as the City Commission may direct from time to time. To the extent deemed reasonable and in accordance with the respective roles of the City Commission and the City Manager as defined in the Charter, the City Commission agrees that all official communications with City employees will be directed to and through the City Manager.

**Section 4. Termination and Severance Pay:**

A. In the event the Employee is terminated by the City Commission before expiration of this Contract, and during such time Employee is willing and able to perform the duties of City Manager, then the City agrees to pay Employee a lump sum cash payment equal to twenty (20) weeks aggregate salary (plus up to 200 hours accrued sick leave and all accrued annual leave) and continue health insurance benefits under Cobra for three (3) months provided that in the event Employee is terminated because of her conviction of any illegal act involving personal gain to her and/or a conviction of a felony, the City shall not have any obligation to pay the Employee the six (6) months severance sum and Cobra insurance benefits.

B. In the event the City, at any time during the term of this Contract, reduces the salary or other financial benefits of the Employee in a greater percentage than an applicable across-the-board reduction for all City employees, or in the event the City refuses, following written notice,

to comply with any provision benefitting Employee herein, or the employee resigns following a suggestion, whether formal or informal, by the City Commission that she resign, in that event, employee may be deemed terminated at the date of such reduction or such refusal to comply with the meaning and context herein in accordance with the severance pay provision in section 4 A. above.

**Section 5. Salary:** As of the effective date of this Contract, City agrees to pay Employee for her services under this Contract in the amount of One Hundred Eighteen Thousand Four Hundred Fifteen Dollars per year (\$118,415), plus benefits, payable in installments at the same time as other employees of the City are paid. The Employee shall be automatically given any across the board salary increases or benefits given to other employees of the City.

**Section 6. Hours of Work:** It is recognized that Employee must devote a great deal of time outside normal office hours to the business of the City, and to that end Employee will be allowed to take compensatory time off during normal office hours. Prior to taking any time off, however, the Employee shall provide notice to the Mayor and City Commission of the days she will be out and Employee shall delegate authority to properly execute the office of the City Manager in her absence to a qualified employee of the City.

**Section 7. Review:** During the term of this Contract, the City Commission shall conduct a review of the Employee's performance as City Manager utilizing the customary forms historically used for the City Manager's review. This review shall be completed prior to August 31<sup>st</sup> of each year. The forms for this review shall be filled out by the Commissioners prior to the City Commission meeting and the review shall be conducted during a City Commission meeting. The review shall be used to determine any merit pay increase for Employee. Any merit pay increase for Employee shall be incorporated into the City's budget for the next fiscal year and go into effect on October 1<sup>st</sup> following the review.

**Section 8. Automobile:** City shall provide an automobile for Employee's use in the performance of her duties and personal use, and to be based at her residence during non-normal hours of business. City shall be responsible for paying liability, property damage and comprehensive insurance, as well as the purchase, operation, maintenance, repair and replacement of this automobile.

**Section 9. Professional Development:** The City encourages the continuing professional development of its City Manager. The City agrees to pay for professional dues and subscriptions

for the employee necessary to continue and participate in national, state, and local associations and organizations which are necessary and desirable for her to continue her professional participation, growth, and advancement, all of which are good for the City. The following organizations meet the above requirements and, with the availability of budgeted funds, the City will pay for the Employee's membership and participation in:

- A. The International City Management Association; and
- B. The Florida City/County Management Association

The City also agrees to budget and pay for the travel and subsistence expenses for Employee for professional and official travel, meetings, and occasions in order to continue the professional development of Employee and to pursue necessary official and other functions for the City including, but not limited to: The Annual Conference of the International City Management Association, Florida City/County Management Association, and such other national, regional, state and other local government groups or committees thereof which Employee serves as a member, provided budgeted funds are available.

**Section 10. Civic Club Memberships:** The City recognizes the desirability of representation in and before local civic and other organizations; however, before the City Manager becomes a member with the expectation of the City to pay for it, a request for funding shall be presented to the City Commission for approval.

**Section 11. Education:** City agrees to pay for the Employee to continue her education at an accredited college or university, including but not limited to tuition, books, fees, and other related expenses not to exceed Eight Thousand Dollars (\$8,000) in any one fiscal year, provided budgeted funds are available.

**Section 12. Health, Dental, Vision and Life Insurance:** City agrees to provide and pay the premium payment for Employee's family coverage for health, dental, and vision insurance through the City's plan and continue to pay for this coverage for Employee.

**Section 13. Additional Terms and Conditions of Employment:**

A. The City Commission shall fix such other terms and conditions of employment as it may determine from time to time, relating to the performance of Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Contract, Article 4 of the City Charter, City of Alachua, or any other law.

B. All regulations and rules of the City of Alachua pertaining to vacation and sick leave, holidays and other fringe benefits and working conditions as they now or hereinafter may be



amended, also shall apply to Employee as they would to other employees of the City, in addition to said benefits enumerated in this Contract specifically for the benefit of Employee. In addition, employee may elect to use up to the maximum of 600 hours of sick leave as personal leave counting backward from the retirement date in lieu of being paid a lump sum payment for 600 hours sick leave.

C. Employee will be reimbursed for expenses incurred in service to the City upon submittal of receipts and a request for reimbursement. Employee shall continue to be permitted the use of a cell phone in accordance with the applicable cell phone contract plan for it.

**Section 14. Waiver of Residency Requirement:** In recognition of the requirement under Article IV-Administrative, Section 4.01 of the City Charter, by entering into this Contract the City Commission hereby agrees, in writing, to allow the Employee as the City Manager to reside outside of the City limits. In doing so, the Commission recognizes the Employee's life-long connections with the City of Alachua. It is because of the Employee's long-term close ties to the City and integral knowledge of the workings of the City government that the Commission deems it to be in the best interest of the City to waive this residency requirement.

**Section 15. General Provisions:**

A. The text herein shall constitute the entire agreement between City and Employee.

B. This Contract shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

C. This Contract shall be the only contract between the City and Employee. This Contract takes the place of that certain Contract between the City and Employee effective January 10, 2011..

D. In the event an ambiguity or question of intent or interpretation arises, this Contract shall be construed as if jointly drafted by City and Employee and no presumption, inference, or burden of proof shall arise favoring or disfavoring either party by virtue of authorship of any or all of the Contract provisions. City and Employee each represent and agree that they have had the opportunity to seek the advice of legal or any other professionals in regard to the drafting, terms and execution of this Contract.

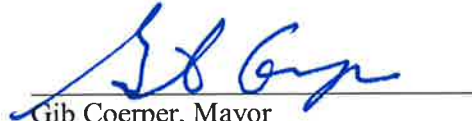
E. If any provisions or portion of this Contract are held to be unconstitutional, invalid or unenforceable, the remainder of this Contract, or portions of it, shall be deemed severable, shall not be affected and shall remain in full force and effect.

**IN WITNESS WHEREOF**, the City of Alachua has caused this Contract to be signed and executed in its behalf by its Mayor, and duly attested by its Deputy City Clerk or other legal representative, and the Employee has signed and executed this Contract the year and day first above written.

Attest:



Alan Henderson  
Deputy City Clerk  
City of Alachua



Gib Coerper, Mayor  
City of Alachua

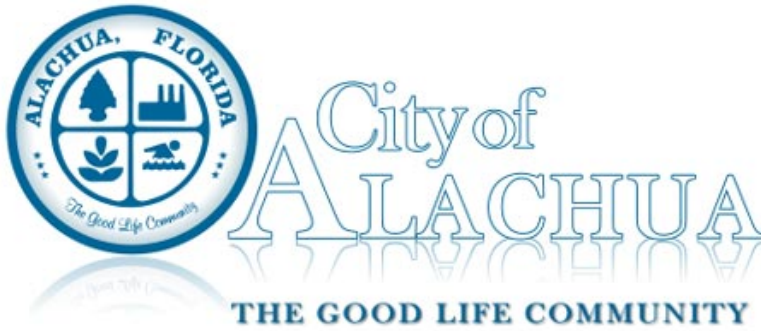
Approved as to form:



Marian B. Rush  
City Attorney  
City of Alachua



Traci L. Cain  
Employee



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** 2017 Ford F550 Bucket Truck w/Altec AT48M Telescopic Aerial Device

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

**RECOMMENDED ACTION:**

1) Authorize the issuance of a Purchase Order to Altec Industries, Inc. in the amount of \$160,478.84.

2) Authorize the City Manager to execute any necessary documents to proceed with the purchase of one (1) 2017 Ford F550 (Altec supplied Chassis) Bucket Truck for the Public Services Department, Electric Division

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### Summary

On September 25, 2017 the City of Alachua FY 2017-2018 Budget was adopted by the City Commission.

The Public Service Department, Electric Division approved budget included the purchase of one (1) new bucket truck not to exceed \$235,000.00.

A quote was received from Altec Industries, Inc. under the National Joint Power Alliance (NJPA) Contract # 393133-1 for a new 2017 Ford F550 Bucket Truck (including the Altec Model AT48M Articulating Telescopic Aerial Device and Altec supplied Chassis) with additional specified upgrades totaling \$160,478.84.

The purchase of the new bucket truck will enhance the ability for the City to continue providing reliable and efficient service to the citizens of the City of Alachua.

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**FINANCIAL IMPACT:** Yes

**BUDGETED:** Yes

**AMOUNT:** \$160,478.84

**FUNDING SOURCE:** Electric Fund

**ADDITIONAL FINANCIAL INFORMATION:** Funding available in the FY 2018 Electric Division Budget.

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**COMMISSION GOALS:**

Strengthen Community Services

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**ATTACHMENTS:**

Description

▢ Altec Bucket Truck Quote



Quote Number: 393133 - 1  
Altec, Inc.

September 28, 2017  
Our 88th Year

**Ship To:**

CITY OF ALACHUA  
13700 NW 126TH TER  
ALACHUA, FL 32615  
US

**Bill To:**

CITY OF ALACHUA  
PO BOX 9  
ALACHUA, FL 32615  
United States

Attn:  
Phone:  
Email:

**Altec Quotation Number:** 393133 - 1  
**Account Manager:** Bud Welch  
**Technical Sales & Support:** Tyler Scott Hardie

<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	<u>Unit</u>		
1.	Altec Model AT48M Articulating Telescopic Aerial Device with a fiberglass upper boom and fiberglass insulator in the articulating arm and proportional joystick upper controls. Built in accordance to ALTEC's standard specifications and to include the following features: <ul style="list-style-type: none"><li>A. Ground to Bottom of Platform Height: 47.5 feet at 6.7 feet from centerline of rotation (14.48 m at 2.04 m)</li><li>B. Working Height: 52.5 feet (16.00 m)</li><li>C. Maximum reach to edge of platform with Upper Boom Non- overcenter: 31.2 feet (at 21.9 feet platform height)</li><li>D. Upper boom extension: 110 inches</li><li>E. Continuous rotation</li><li>F. Articulating Arm: Articulation is from -3 to 82 degrees. Insulator provides 19 inches of isolation.</li><li>G. Compensation System: By raising the articulating arm only, the telescopic boom maintains its relative angle in relation to the ground. The work position is achieved through a single function operation.</li><li>H. Upper Boom: Articulation is from -25 to 85 degrees. The fiberglass section provides a minimum of 33.1 inches of isolation in the upper boom (when retracted and 64.6 inches when extended)</li><li>I. Platform leveling is achieved by a hydraulic master-slave leveling system. This lifetime system is very low maintenance.</li><li>J. The dielectrically tested, insulating upper control system includes the following boom tip components that can provide an additional layer of secondary electrical contact protection. Control Handle: A single handle controller incorporating high electrical resistance components that is dielectrically tested to 40 kV AC with no more than 400 microampers of leakage. The control handle is green in color to differentiate it from other non-tested controllers. The handle also includes an interlock guard that reduces the potential for inadvertent boom operation. Auxiliary Control Covers: Non-tested blue silicon covers for auxiliary controls.</li></ul>	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	Control Console: Non-tested non-metallic control console plate. Boom Tip Covers: Non-tested non-metallic boom tip covers. The covers are not dielectrically tested, but they may provide some protection against electrical hazards.		
K.	Hydraulic system: Open center (full pressure), maximum flow 6 GPM, maximum operating pressure 3,000.		
L.	Dielectric rating: Category C, 46 kV and below		
M.	Unit is painted with a powder coat paint process which provides a finish-painted surface that is highly resistant to chipping, scratching, abrasion and corrosion. Paint is electrostatically applied to the inside as well as outside of fabricated parts then high temperature cured prior to assembly ensuring maximum coverage and protection.		
N.	Manuals: Two (2) Operator's and two (2) Maintenance/ Parts manuals containing instructional markings indicating hazards inherent in the operation of an aerial device.		
O.	Unit meets or exceeds ANSI 92.2 standards.		
2.	Pedestal	1	
3.	Single 1-Man Platform, Fiberglass (Insulated), 24" x 30" x 42", End Mount, 180 Degree Rotation	1	
4.	No Platform Elevator	1	
5.	Platform Mounted Single Handle Controls	1	
6.	Material Handling Jib/Winch, Hydraulically Articulating, Top Mounted, Round (ARM Jib)	1	
7.	Two(2) Platform steps - located on the side of the platform nearest the elbow in the stowed position	1	
8.	Platform Cover - soft vinyl, 24 x 30 inches (610 x 762 mm)	1	
9.	Platform Liner, 24 x 30 x 42 inches (610 x 762 x 1067 mm), 50 kV Rating	1	
10.	Hydraulic Tool Circuit at Platform: One set of quick disconnect couplings at the boom tip for open center tools.	1	
11.	Engine Start/Stop & Secondary Stowage System: 12 VDC powered motor and pump assembly for temporary operation of the unit in a situation wherein the primary hydraulic source fails. Electric motor is powered by the chassis battery. This feature allows the operator to completely stow the booms, platform, and outriggers. Secondary Stowage & Start/Stop is activated with an air plunger at the platform or momentary switch at the lower control station and outriggers.	1	
12.	Jib Stick, 36" L, non-extension, non certified, grey in color	1	
13.	Slip Ring: Required for engine start/stop, secondary stowage system, and throttle control options	1	
14.	Outriggers, Primary, Modified A-Frame, 30"-34" Chassis Height, Electric Interlock, No Valves On Legs, 112" Spread, Fixed Shoe	1	
15.	Auxiliary Vertical H Frame Outriggers, fixed shoe, provides 87 inch (2209 mm) maximum spread. Includes motion alarm and outrigger interlocks, which will not allow the unit to	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
	be operated until the outriggers have been deployed. For installation on a 30 to 34 inch chassis frame height.		
16.	Electric Outrigger Controls, drive hydraulic outrigger control valves. Durable weather proof sealed electronic switches mounted in aluminum boxes located at the rear of the unit unless otherwise specified.	1	
17.	Winch load line swivel hook	1	
18.	Altec Aerial Device Powder Painted White	1	
<b><u>Unit &amp; Hydraulic Acc.</u></b>			
19.	Scuff Pad, 24" x 30", With Step (For use with Platform Liner)	1	
20.	Subbase	1	
21.	Steel Reservoir, 15 gallon capacity, rectangular, 26" L x 8.5" W x 20" H, and includes breather caps and dipsticks	1	
22.	HVI-22 Hydraulic Oil (Standard).	25	
23.	Standard Pump For PTO	1	
24.	Electric Shifted PTO	1	
25.	Standard PTO/Transmission Functionality for Small Ford and Dodge Chassis	1	
<b><u>Body</u></b>			
26.	Altec LGSS-132-84 (81) Low-Side General Service Body With Step:	1	
A.	Steel Body		
B.	Steel Structural Channel Crossmembers And Smooth Floor With Ladder-Style Understructure		
C.	132" Body Length		
D.	94" Body Width		
E.	40" Body Compartment Height		
F.	20" Body Compartment Depth		
G.	24" From Body Floor To Compartment Tops		
H.	Finish Paint Entire Body Altec White		
I.	Undercoat Applied Under The Body		
J.	5.5" Drop-In Composite Cargo Retaining Board At Rear Of Body		
K.	5.5" Drop-In Composite Retaining Board At Top Of Side Access Step		
L.	Stainless Steel Rotary paddle Latches With Locks		
M.	Gas Props On All Vertical Doors		
N.	Chains On All Horizontal Doors		
O.	Standard Master Body Locking System		
P.	Hotstick Shelf Extending Full Length Of Body On Streetside		
R.	One Chock Holder On Each Side of Body With Retaining Lip In Fender Panel		
S.	1st Vertical (SS) - 34" W - One (1) Outrigger Housing And Two (2) Adjustable Shelves With Removable Dividers On 4 Inch Centers		

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
T.	2nd Vertical (SS) - 24" W - Two (2) Adjustable Shelves With Removable Dividers On 4 Inch Centers		
U.	1st Horizontal (SS) - 50" W - One (1) Fixed Shelf With Removable Dividers On 4 Inch Centers On Bottom of Compartment		
V.	Rear Vertical (SS) - 24" W - Six (6) Locking Swivel Hooks On An Adjustable Rail (1-4-1)		
W.	1st Vertical (CS) - 34" W - One (1) Outrigger Housing And Two (2) Adjustable Shelves With Removable Dividers On 4 Inch Centers		
X.	2nd Vertical (CS) - 24" W - Gripstrut Access Steps With Two (2) Sloped Grab Handles, Vented Battery Storage		
Y.	1st Horizontal (CS) - 50" W - One (1) Adjustable Shelf With Removable Dividers On 4 Inch Centers And One (1) Fixed Shelf With Removable Dividers On 4 Inch Centers On Bottom Of Compartment		
Z.	Rear Vertical (CS) - 24" W - Six (6) Locking Swivel Hooks On An Adjustable Rail (1-4-1)		
AA.	Body Floor Cut-Out For AT48M/P Aerial Device Near Center Of Body		
AB.	Steel Tailshelf, 29" L x 94" W, With Rear Cross Storage And Drop Down Doors		

**Body and Chassis Accessories**

27.	ICC (Underride Protection) Bumper Installed At Rear	1
28.	T-60 Style Pintle Hitch (10,000 LB MGTW with 2,000 LB MVL)	1
29.	Set Of Eye Bolts for Trailer Safety Chain, installed one each side of towing device mount.	1
30.	Rigid Step Mounted Beneath Side Access Steps (Installed To Extend Approx. 2" Outward)	1
31.	Platform Rest, Rigid with Rubber Tube	1
32.	Articulating Arm Rest for a Telescopic Unit	1
33.	Boom Rest for a Telescopic Unit	1
34.	Wood Outrigger Pad, 19" x 19" x 2.5", With Rope Handle	4
35.	Pendulum Retainers For Outrigger Pad Holders	2
36.	Custom Outrigger Pad Holder Outrigger Pad Holder, 20" L x 20" W x 7" H,	2
37.	Mud Flaps With Altec Logo (Pair)	1
38.	Wheel Chocks, Rubber, 9.75" L x 7.75" W x 5.00" H, with 4" L Metal Hairpin Style Handle (Pair)	1
39.	Slope Indicator Assembly For Machine With Outriggers	1
40.	Safety Harness And 4.5' Lanyard (Fits Medium To Xlarge) Includes Pouch and Placards	1
41.	Driveaway Safety Kit	1
42.	Vinyl manual pouch for storage of all operator and parts manuals	1

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
<b><u>Electrical Accessories</u></b>			
43.	Lights and reflectors in accordance with FMVSS #108 lighting package. (Complete LED, including LED reverse lights)	1	
44.	Altec Standard Amber LED Strobe Light with Brush Guard One (1) each side, installed on post at the front of the body	2	
45.	4-Corner Strobes, Amber, LED, Two (2) Surface Mounted Lights In Grille, Two (2) Round Lights At Rear	1	
46.	Dual Tone Back-Up With Outrigger Motion Alarm	1	
47.	PTO Hour Meter, Digital, with 10,000 Hour Display	1	
48.	6-Way Trailer Receptacle (Pin Type) Installed At Rear	1	
49.	Electric Trailer Brake Controller (Tekonsha Voyager #9030)	1	
50.	Ford Upfitter Switches (Supplied With Chassis)	1	
51.	Start/Stop/Throttle Module, 12 Volt System	1	
52.	Install secondary stowage system.	1	
53.	Install Remote Start/Stop system in Final Assembly.	1	
54.	Install Outrigger Interlock System	1	
55.	Standard Duty Secondary Stowage Pump	1	
56.	PTO Indicator Light Installed In Cab	1	
<b><u>Finishing Details</u></b>			
57.	Powder Coat Unit Altec White	1	
58.	Altec Standard; Components mounted below frame rail shall be coated black by Altec. i.e. step bumpers, steps, frame extension, pintle hook mount, dock bumper mounts, D-rings, receiver tubes, accessory mounts, light brackets, under-ride protection, etc. Components mounted to under side of body shall be coated black by Altec. i.e. Wheel chock holders, mud flap brackets, pad carriers, boxes, lighting brackets, steps, and ladders.	1	
59.	Apply Non-Skid Coating to all walking surfaces	1	
60.	English Safety And Instructional Decals	1	
61.	Vehicle Height Placard - Installed In Cab	1	
62.	Placard, HVI-22 Hydraulic Oil	1	
63.	Dielectric test unit according to ANSI requirements.	1	

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And Opportunity of Serving You

UTILITY EQUIPMENT AND BODIES SINCE 1929



<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
64.	Stability test unit according to ANSI requirements.	1	
65.	Focus Factory Build	1	
66.	Delivery Of Completed Unit	1	
67.	Inbound Freight	1	
68.	Installation - AT48M	1	
69.	Stock Unit	1	
<u>Chassis</u>			
70.	Chassis	1	
71.	Altec Supplied Chassis	1	
72.	2017 Model Year	1	
73.	Ford F550	1	
74.	4x4	1	
75.	84 Clear CA (Round To Next Whole Number)	1	
76.	Regular Cab	1	
77.	Chassis Cab	1	
78.	Chassis Color - White	1	
79.	Chassis Wheelbase Length - 169	1	
80.	Ford 6.7L Power Stroke Diesel	1	
81.	Ford Torqshift 6-Speed (6R140) Automatic Transmission (w/PTO Provision)	1	
82.	GVWR 19,500 LBS	1	
83.	7,500 LBS Front GAWR	1	
84.	14,706 LBS Rear GAWR	1	
85.	225/70R19.5 Front Tire (Traction)	1	
86.	225/70R19.5 Rear Tire (Traction)	1	
87.	Hydraulic Brakes	1	
88.	Park Brake In Rear Wheels	1	
89.	Ford E/F250-550 Single Horizontal Right Side Exhaust	1	

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<u>Item</u>	<u>Description</u>	<u>Qty</u>	<u>Price</u>
90.	63C - Aft Axle Frame Extension	1	
91.	98R - Operator Commanded Regeneration (OCR)	1	
92.	No Idle Engine Shut-Down Required	1	
93.	50-State Emissions	1	
94.	Clean Idle Certification	1	
95.	Ford 40 Gallon Fuel Tank (Rear)	1	
96.	Ford 7.2 Gallon DEF Tank (Mid Mount)	1	
97.	AM/FM Radio	1	
98.	Air Conditioning	1	
99.	Cruise Control	1	
100.	Tilt Steering Wheel	1	
101.	Block Heater	1	
102.	Vinyl Split Bench Seat	1	

**Additional Pricing**

103.	Standard Altec Warranty: One (1) year parts warranty, one (1) year labor warranty, ninety (90) days warranty for travel charges, limited lifetime structural warranty	1	
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Unit / Body / Chassis Total	136,989.00
FET Total	0.00
Total	136,989.00

Altec Industries, Inc.

BY

Tyler Scott Hardie

**Notes:**

- 1 Altec Standard Warranty:  
One (1) year parts warranty.

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One (1) year labor warranty.

Ninety (90) days warranty for travel charges.

Warranty on structural integrity of the following major components is to be warranted for so long as the initial purchaser owns the product: Booms, boom articulation links, hydraulic cylinder structures, outrigger weldments, pedestals, subbases and turntables.

Altec is to supply a self-directed, computer based training (CBT) program. This program will provide basic instruction in the safe operation of this aerial device. This program will also include and explain ANSI and OSHA requirements related to the proper use and operation of this unit.

Altec offers its standard limited warranty with the Altec supplied components which make up the Altec Unit and its installation, but expressly disclaims any and all warranties, liabilities, and responsibilities, including any implied warranties of fitness for a particular purpose and merchantability, for any customer supplied parts

Altec designs and manufactures to applicable Federal Motor Vehicle Safety and DOT standards

- 2 Altec takes pride in offering solutions that provide a safer work environment for our customers. In an effort to focus on safety, we would encourage you to consider the following items:

Outrigger pads (When Applicable)  
Fall Protection System  
Fire extinguisher/DOT kit  
Platform Liner (When Applicable)  
Altec Sentry Training  
Wheel Chocks

The aforementioned equipment can be offered in our new equipment quotations. If you find that any of these items have not been listed as priced options in the body of your quotation and are required by your company, we would encourage you to contact your Altec Account Manager and have an updated quotation developed for you. These options must be listed as individual options in the body of the quotation for them to be supplied by Altec.

- 3 Altec Extended Warranty Option:

Labor/Material/Expense for 1 Year. Price to be quoted

An Altec Extended Warranty is an extension of Altec's Limited Warranty, that protects you from the repair cost associated with defects of materials and workmanship beyond the first year of ownership.

A number of packages are available and can be quoted upon request.

- 4 Unless otherwise noted, all measurements used in this quote are based on a 40 inch (1016mm) chassis frame height and standard cab height for standard configurations.

- 5 F.O.B. - Customer Site

- 6 Changes made to this order may affect whether or not this vehicle is subject to F.E.T. A review will be made at the time of invoicing and any applicable F.E.T. will be added to the invoice amount.

- 7 Price does not reflect any local, state or Federal Excise Taxes (F.E.T). The quote also does not reflect any local title or licensing fees. All appropriate taxes will be added to the final price in accordance with regulations in effect at time of invoicing.

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UTILITY EQUIPMENT AND BODIES SINCE 1929

- 8 Interest charge of 1/2% per month to be added for late payment.
- 9 Delivery: Contingent on availability of selected stock unit(s).
- 10 Trade-in offer is conditional upon equipment being maintained to DOT (Department of Transportation) operating and safety standards. This will include, but is not limited to tires, lights, brakes, glass, etc. All equipment, i.e., jibs, winches, pintle hooks, trailer connectors, etc., are to remain with unit unless otherwise agreed upon in writing by both parties. ALTEC Industries reserves the right to re-negotiate its trade-in offer if these conditions are not met.
- All reasonable and necessary expenses required of ALTEC Industries to execute transportation of the trade-in will be invoiced to the customer for payment if these conditions are not met to maintain DOT standards.
- Customer may exercise the option to rescind this agreement in writing within sixty (60) days after receipt of purchase order. After that time ALTEC Industries will expect receipt of trade-in vehicle upon delivery of new equipment as part of the terms of the purchase order unless other arrangements have been made.
- 11 This quotation is valid until DEC 07, 2017. After this date, please contact Altec Industries, Inc. for a possible extension.
- 12 After the initial warranty period, Altec Industries, Inc. offers mobile service units, in-shop service and same day parts shipments on most parts from service locations nationwide at an additional competitive labor and parts rate. Call 877-GO-ALTEC for all of your Parts and Service needs.
- 13 Please email Altec Capital at [finance@altec.com](mailto:finance@altec.com) or call 888-408-8148 for a lease quote today.
- 14 Please direct all questions to Bud Welch at (205) 323 8751



Opportunity Number: 799286  
 Quotation Number: 393133  
 NJPA Contract #: 031014-ALT  
 Date:

Quoted for: City of Alachua  
 Customer Contact:  
 Phone: /Fax: /Email:  
 Quoted by: Tyler Hardie  
 Phone: /Fax: /Email: 816-676-4023  
 Altec Account Manager: Bud Welch

**REFERENCE ALTEC MODEL**

AT41M	Articulating Telescopic Aerial Device with Material Handling (Insulated)	\$116,990
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**(A.) NJPA OPTIONS ON CONTRACT (Unit)**

1	AT48M	\$12,117
2	AT41M-AWD	\$5,069
3		
4		
5		
6		

**(A1.) NJPA OPTIONS ON CONTRACT (General)**

1	SPOT3	FOUR (4) POINT STROBE SYSTEM (Recessed, LED)	\$477
2			
3			
4			
5			
6			
7			
8			

**NJPA OPTIONS TOTAL: \$134,653**

**(B.) OPEN MARKET ITEMS (Customer Requested)**

1	UNIT		
2	UNIT & HYDRAULIC ACC		
3	BODY		
4	BODY & CHASSIS ACC		
5	ELECTRICAL		
6	FINISHING		
7	CHASSIS		
8	OTHER		

**OPEN MARKET OPTIONS TOTAL: \$0**

**SUB-TOTAL FOR UNIT/BODY/CHASSIS: \$134,653**

**Delivery to Customer: \$2,336**

**TOTAL FOR UNIT/BODY/CHASSIS: \$136,989**

**(C.) ADDITIONAL ITEMS (items are not included in total above)**

1			
2			
3			
4			

**\*\*Pricing valid for 45 days\*\***

**NOTES**

**PAINT COLOR:** White to match chassis, unless otherwise specified

**WARRANTY:** Standard Altec Warranty - One (1) year parts warranty One (1) year labor warranty Ninety (90) days warranty for travel charges (Mobile Service) Limited Lifetime Structural Warranty. Chassis to include standard warranty, per the manufacturer. (Parts only warranty on mounted equipment for overseas customers)

**TO ORDER:** To order, please contact the Altec Inside Sales Representative listed above.

**CHASSIS:** Per Altec Commercial Standard

**DELIVERY:** No later than 270-300 days ARO, FOB Customer Location

**TERMS:** Net 30 days

**BEST VALUE:** Altec boasts the following "Best Value" features: Altec ISO Grip Controls for Extra Protection, Only Lifetime Warranty on Structural Components in Industry, Largest Service Network in Industry (Domestic and Overseas), Altec SENTRY Web/CD Based Training, Dedicated/Direct Gov't Sales Manager, In-Service Training with Every Order.

**TRADE-IN:** Equipment trades must be received in operational condition (as initial inspection) and DOT compliant at the time of pick-up. Failure to comply with these requirements, may result in customer bill-back repairs.

**BUILD LOCATION:** Saint Joseph, MO

Customer				Service Request	
Estimate #	343073			Service Request #	3032726
Customer	ALTEC			Unit Information	
Account #	70274	Payment Terms	IMMEDIATE	Customer Vehicle #	
Contact	WARREN WELCH			Model	AT48M
Email				Chassis VIN #	1FDUF5HT6HDA06817
Phone	561-301-1066	Fax		Mileage	
Mobile				Unit Serial #	0717GH0628
Altec Representative				Assy Serial # (FA)	027-47386856
Contact	David L. Banks			In-Service Date	
Email	David.Banks@altec.com				
Phone		Fax			
This Estimate Expires: 20-JAN-2018					
Notes:					

Item	Description	Hours	Labor	Material	Expenses	Total
1	INSTALL 12000 LBS ELECTRIC WARN WINCH AND HIDDEN WINCH MOUNT FRONT BUMPER	10.00	\$1,010.00	\$3,384.82	\$0.00	\$4,394.82
2	INSTALL ALTEC BACKUP CAMERA SYSTEM WITH LCD MONITOR, HEAT AND INFRARED.	6.00	\$606.00	\$766.93	\$0.00	\$1,372.93
3	OPERATIONAL TEST, MAKE LENS ANGLE ADJUSTMENTS	0.50	\$50.50	\$0.00	\$0.00	\$50.50
4	INSTALL 2500 W INVERTER TO 1ST CURBSIDE VERTICAL COMPARTMENT	6.00	\$606.00	\$2,101.24	\$0.00	\$2,707.24
5	INSTALL SWITCH ON DASH FOR REMOTE OPERATION	2.00	\$202.00	\$24.23	\$0.00	\$226.23
6	INSTALL (1) RECEPTACLE IN CAB OR OTHER LOCATION ON BODY	2.00	\$202.00	\$128.36	\$0.00	\$330.36
7	~INSTALL ROPE LIGHT IN ALL BODY COMPARTMENTS	10.00	\$1,010.00	\$674.16	\$0.00	\$1,684.16
8	INSTALL METAL LADDER BOX ON TOP OF STREETSIDE BODY	2.00	\$202.00	\$0.00	\$2,250.00	\$2,452.00
9	INSTALL 30"x18"x12" BOX ON TOP OF LADDER BOX AT FRONT OF BODY	2.00	\$202.00	\$774.44	\$0.00	\$976.44
10	INSTALL 3" LIP SURROUNDING TOP OF LADDER BOX	2.00	\$202.00	\$0.00	\$55.50	\$257.50
11	INSTALL GO LIGHT ON CURBSIDE OF HOOD	2.00	\$202.00	\$580.30	\$0.00	\$782.30
12	INSTALL ELECTRIC TRAILER BRAKE CONTROLLER	4.00	\$404.00	\$107.88	\$30.50	\$542.38
13	INSTALL (2) FLOOD LIGHTS ON EACH SIDE OF BODY AND (1) AT REAR	4.00	\$404.00	\$420.96	\$91.50	\$916.46
14	INSTALL TRANSFORMER BRACKET ON STREETSIDE REAR OF TAILSHELF	2.00	\$202.00	\$0.00	\$277.50	\$479.50
15	INSTALL RUBBER GOODS BOX ON TOP OF CURBSIDE BODY AT REAR	2.00	\$202.00	\$2,381.79	\$0.00	\$2,583.79
16	INSTALL BICYCLE STYLE WIRE HOLDER INSIDE CARGO AREA NEAR STREETSIDE BULKHEAD	2.00	\$202.00	\$438.92	\$0.00	\$640.92
17	INSTALL (2) PVC TUBES WITH CAPS INSIDE CARGO WALL ON STREETSIDE REAR FLUSH WITH REAR OF BODY	3.00	\$303.00	\$191.02	\$35.00	\$529.02
18	INSTALL WIRE HOLDER UNDER CURBSIDE TAILSHELF	1.00	\$101.00	\$438.92	\$0.00	\$539.92
19	INSTALL CONE HOLDER ON STREETSIDE OF TAILSHELF	1.00	\$101.00	\$517.37	\$0.00	\$618.37
20	FREIGHT ESTIMATE	0.00	\$0.00	\$0.00	\$1,050.00	\$1,050.00
21	ENVIRONMENTAL DISPOSAL FEE/SHOP SUPPLIES	0.00	\$0.00	\$0.00	\$355.00	\$355.00
<b>Totals</b>		<b>63.50</b>	<b>\$6,413.50</b>	<b>\$12,931.34</b>	<b>\$4,145.00</b>	<b>\$23,489.84</b>

\*This estimate is provided with the understanding that items may be discovered during the repair process that may require additional labor and/or materials to repair. Examples would include, but are not limited to, hidden damages or items that were not clearly visible or known at the time of estimate, damaged internal components, fasteners and pins that may be rusted, seized or broken.

\*\*This estimate does not include City, County, State or Federal taxes.

\*\*\*Transportation or towing of the vehicle is not included in the estimate unless specified.

\*\*\*\*Freight charges are estimated and may be adjusted to reflect the actual cost incurred on the invoice.

Please sign below to authorize this estimate			
Printed Name:	P.O.		Date:
Signature:			Would you like to keep salvageable parts removed from the unit?
			Yes                      No

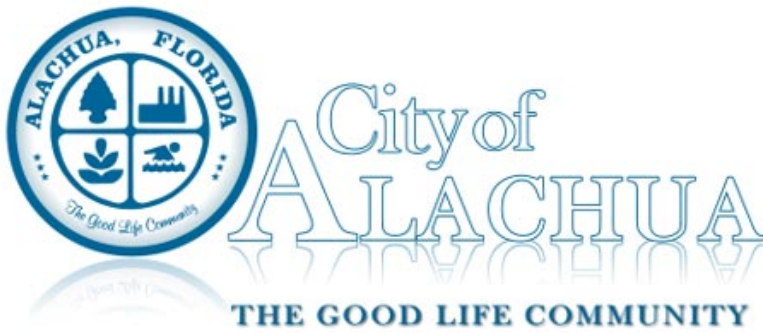
### Altec Service Group Limited Warranty

Products rebuilt or repaired by Altec Service Group are warranted to be free from defects in material and workmanship at the time of rebuild/repair subject to the following provisions:

- § Labor Coverage: For a period of six (6) months following the date of repair, no charge for labor shall be made for a repair or replacement by the Altec Service Group.
- § Travel Coverage: For a period of thirty (30) days following the date of repair, no charge for travel shall be made for a repair or replacement at the customers location by the Altec Service Group.
- § Parts Coverage: For a period of one (1) year following the date of repair, Altec will at its option, repair or replace any part found to be defective in material or workmanship at the time of repair.
- § This warranty is limited to parts that are repaired or replaced by the Altec Service Group. Authorization and coverage of this warranty will be at the discretion of the Altec Service Group.
- § Accessory items are excluded from this warranty and will be warranted from the original manufacturer.

This limited warranty is expressly in lieu of any other warranties, express or implied, including, but not limited to, any warranty of merchantability or fitness for a particular purpose. Except as specified above, no associate, agent or representative of Altec is authorized to extend any warranty on Altec's behalf. Remedies under this limited warranty are expressly limited to the provision and installation of parts and labor, as specified above, and any claims for other loss or damages of any type (including, but not limited to, loss from failure of the product to operate for any period of time, other economic or moral loss, or direct, immediate, special, indirect, incidental or consequential damage) are expressly excluded.

Ser War 2-10 Altec Industries, Inc.



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** November 27, 2017 City Commission Meeting Minutes

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

**RECOMMENDED ACTION:**

Approve the minutes.

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### Summary

November 27, 2017 City Commission Meeting Minutes

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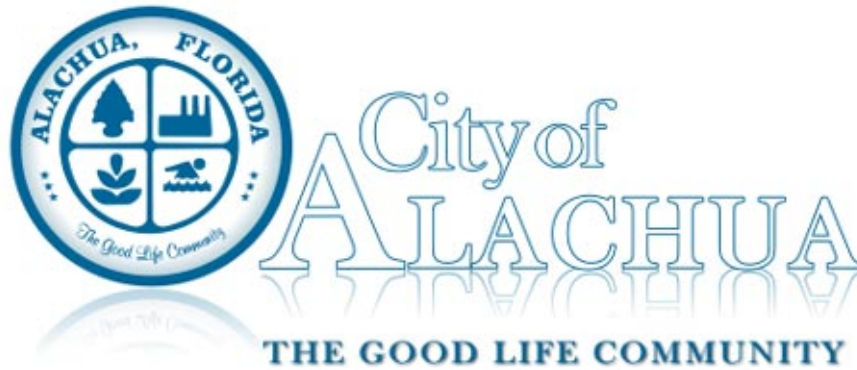
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#### ATTACHMENTS:

Description

▯ MINUTES





**Regular City Commission Meeting**  
**Minutes**  
**November 27, 2017**

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**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

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

**Meeting Date:** November 27, 2017

**Meeting Location:** James A. Lewis Commission Chambers, City Hall  
CITIZENS PRESENT: Gary Stroud, Barbara Perry, Austen Dole, Ross Woodbridge. STAFF  
ATTENDING: Rob Bonetti, Adam Boukari, Adam Hall, LeAnne Williams, Cap Wilson.

<b>CITY COMMISSION MEETING</b>
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<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>
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**CALL TO ORDER**

Led by Mayor Gib Coerper.

**INVOCATION**

Led by Vice Mayor Shirley Green Brown.

**PLEDGE TO THE FLAG**

Led by Mayor Coerper.

## **APPROVAL OF THE AGENDA**

**Commissioner Ben Boukari, Jr. moved to approve the agenda; seconded by Commissioner Gary Hardacre.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed by unanimous consent.**

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

**Commissioner Hardacre moved to approve the reading of proposed ordinances and resolutions by title only; seconded by Vice Mayor Brown.**

Mayor Coerper opened the floor for comment.

There were no comments.

**Passed by unanimous consent.**

## **I. SPECIAL PRESENTATIONS**

### **A. Certificate of Achievement for Excellence in Financial Reporting**

City Manager Traci Gresham presented the Certificate of Achievement to Finance & Administrative Services Director Robert Bonetti.

Finance & Administrative Services Director Bonetti commented on the stewardship of the City of Alachua.

Mayor Coerper thanked Finance & Administrative Services Director Bonetti for the long hours and hard work that he does for the City.

Commissioner Boukari thanked and congratulated Finance & Administrative Services Director Bonetti, City Manager Gresham, and the City Staff for the award.

Vice Mayor Brown stated that Finance & Administrative Services Director Bonetti's long hours do not go unnoticed. She thanked him for his dedication.

## **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**

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

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

#### **V. AGENDA ITEMS**

- A. Resolution 18-07 Florida Department of Transportation (FDOT) Safe Routes to School (SRTS) Grant Program

**City Attorney Marian Rush read Resolution 18-07 by title only.**

Planner Adam Hall introduced the item and made recommendations.

Mayor Coerper asked the commissioners for questions or comments.

Mayor Coerper stated that he will be glad to see street lights in these locations.

Commissioner Robert Wilford stated that he was glad to see the University of Florida reaching out to help cities.

**Commissioner Boukari moved to adopt Resolution 18-07; seconded by Vice Mayor Brown.**

Mayor Coerper opened the floor for comments.

There were no comments.

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

- B. FMPA Solar Project

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

Bill Harrington with WHH Enterprises came forward with a presentation.

Mayor Coerper asked about the competition natural gas has in the State of Florida.

Mr. Herrington addressed the question.

Commissioner Boukari asked for clarification regarding the cost of energy from year to year.

Mr. Herrington provided information.

Mayor Coerper asked the commissioners for questions or comments.

Commissioner Wilford asked about specific language in the contract.

Mr. Herrington addressed the concern.

Commissioner Boukari asked about the investment the City will need to make.

Mr. Herrington provided information.

Commissioner Hardacre asked about the panels for the system.

Mr. Herrington discussed the issue.

Commissioner Boukari asked for more clarification regarding the investment the city will need to make.

Assistant City Manager Boukari provided clarification.

Discussion ensued concerning this issue.

Commissioner Wilford asked who the City could sell the excess energy to.

Mr. Herrington stated that there will be various customers.

Mayor Coerper asked where the plant site will be located.

Mr. Herrington provided information.

Assistant City Manager Boukari requested a change to the Recommended Action.

**Commissioner Wilford moved to direct Staff to bring back the necessary documents related to participation in FMPA Solar project at an upcoming Commission Meeting; seconded by Commissioner Boukari.**

Mayor Coerper opened the floor for comments.

There were no comments.

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

Assistant City Manager Boukari thanked Mr. Herrington for his expertise and guidance.

Vice Mayor Brown thanked Mr. Herrington for his work.

C. Code Enforcement Lien Settlement - Tax Parcel 03131-068-000

Compliance and Risk Management Director Cap Wilson brought forward Cary Stroud. Mr. Stroud introduced the item and made recommendations.

Mr. Stroud spoke of his connection to the property and what he did to improve the lot.

Mayor Coerper asked the commissioners for questions or comments.

Commissioner Boukari expressed his pleasure with the recommendation to reduce this lien in light of the commitment from Mr. Stroud.

**Commissioner Boukari moved to accept the Lien Settlement Agreement and Satisfaction and Release of Code Enforcement Lien concerning Tax Parcel No.03131-068-000, direct the Mayor to execute both documents and staff to take other steps necessary to close the Agreement; seconded by Commissioner Hardacre.**

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**

City Manager Gresham announced the upcoming events:

\*Tree Lighting Ceremony and Santa's Visit December 1, 2017 from 6 PM to 8 PM on Main Street

\*Annual Christmas Parade December 9, 2017 beginning at 2 PM.

\*City Commission Meeting on December 11, 2017 beginning at 6 PM, which will be the only meeting for December

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

Vice Mayor Brown thanked the Stroud Family for coming to the meeting, for giving back to the community and for the beautification of lot No. 03131-038-000.

## **ADJOURN**

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

**Passed by unanimous consent.**

# **CONSENT AGENDA**

## **CONSENT AGENDA ITEMS**

- A. August 14, 2017 City Commission Workshop Minutes
- B. August 14, 2017 City Commission Meeting Minutes
- C. September 18, 2017 City Commission Meeting Minutes
- D. September 25, 2017 City Commission Meeting Minutes
- E. October 09, 2017 City Commission Meeting Minutes
- F. October 23, 2017 City Commission Meeting Minutes

ATTEST:

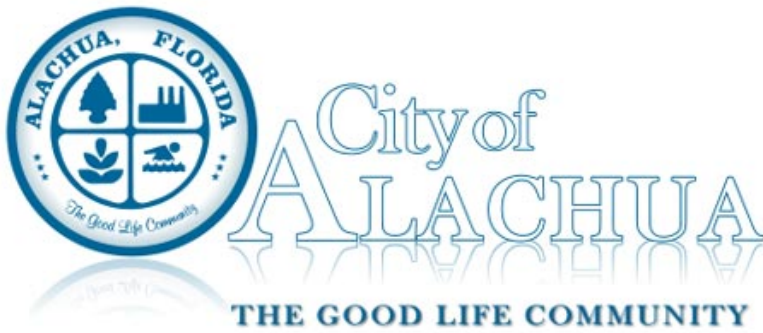
CITY COMMISSION OF THE  
CITY OF ALACHUA, FLORIDA

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Traci L. Gresham, City Manager/Clerk

---

Gib Coerper, Mayor



## Commission Agenda Item

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**MEETING DATE:** 1/22/2018

**SUBJECT:** December 11, 2017 City Commission Meeting Minutes

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

**RECOMMENDED ACTION:**

Approve the minutes.

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### Summary

December 11, 2017 City Commission Meeting Minutes

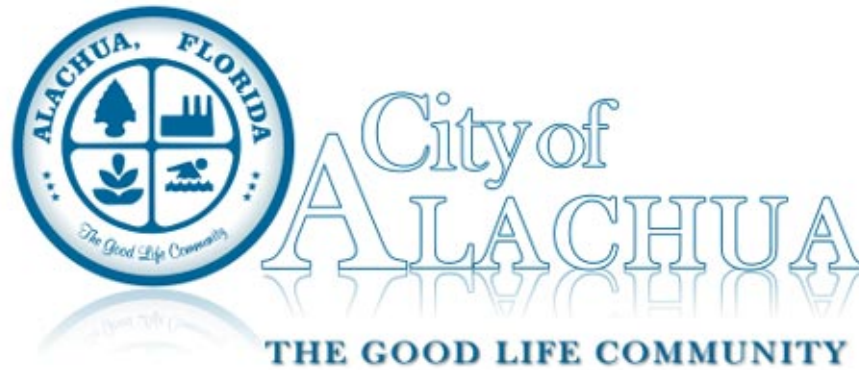
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#### ATTACHMENTS:

Description

☐ Minutes



## **Regular City Commission Meeting Minutes December 11, 2017**

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**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:** December 11, 2017

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

**CITIZENS PRESENT:** Douglas Hancock, Heather Harbour, Jarrett Kenyon, Gary Ascani, Pastor Curtis

**STAFF ATTENDING:** Kenyata Curtis, Rob Bonetti, Adam Boukari, Jesse Sanduski, Chad Scott, Donna Smith, LeAnne Williams, Tyler Williams, Cap Wilson

### **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, with Commissioner Robert Wilford absent.

#### **INVOCATION**

Led by Pastor James, St. Luke AME Church.

#### **PLEDGE TO THE FLAG**



Led by Mayor Coerper.

## **APPROVAL OF THE AGENDA**

**Commissioner Gary Hardacre moved to approve the agenda; seconded by Commissioner Ben Boukari, Jr.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed by unanimous consent.**

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

**Commissioner Hardacre moved to approve the reading of proposed ordinances and resolutions by title only; seconded by Vice Mayor Shirley Green Brown.**

Mayor Coerper opened the floor for comments.

There were no comments.

**Passed by unanimous consent.**

## **I. SPECIAL PRESENTATIONS**

### **A. Alachua Elementary Artwork Certificate Presentation**

Assistant Deputy City Clerk LeAnne Williams introduced the presentation.

Mayor Coerper and Kathy Requesens presented the certificates to the students.

Mayor Coerper introduced Principal Heather Harbour.

### **B. Fiscal Analysis Report for the Periods Ended August 31 and September 30, 2017**

Finance and Administrative Services Director Rob Bonetti introduced the presentation.

Finance and Administrative Services Director Bonetti introduced Tyler Williams, the new accountant.

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

Mayor Coerper opened the floor for comments.

Jim Jacobson requested the use of the old warehouse for the model railroading club.

Tom Black, the secretary of the North Central Model Railroad Club, the largest model railroad club north of Orlando, spoke of the benefits the club could offer the City. He requested a time to assess the building to see if it would be acceptable for their purposes.

Douglas Hancock spoke of his support of the use of the building. He suggested that the Historical Society or an art club could have a display in the building.

Richard Matthews, member of the Railroad Club and the Historical Society, voiced his support for the use of

the building. He said that the Historical Society has many items to display.

(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**)

#### **A. Ordinance 18-02: Small Wireless Facility Moratorium**

**City Attorney Marian Rush read Ordinance 18-02 by title only.**

Compliance and Risk Management Director Cap Wilson introduced the item and provided the staff report.

Mayor Coerper asked the commissioners for questions or comments.

Mayor Coerper asked about the permissions that would be required.

Compliance and Risk Management Director Wilson addressed the concern.

Mayor Coerper asked who it would benefit.

Compliance and Risk Management Director Wilson provided information.

**Vice Mayor Brown moved to approve Ordinance 18-02 on First Reading and Schedule Second and Final Reading for January 8, 2018; seconded by Commissioner Boukari.**

Mayor Coerper opened the floor for comments.

There were no comments.

Mayor Coerper asked the community to get informed about the issue.

**Passed 4-0 by roll call.**

### **V. AGENDA ITEMS**

- A. Resolution 18-08: Authorizing the Use of General Fund - Special Expense Contingency in the amount of \$36,493; Transferring \$36,493 to the Solid Waste Disposal Budget; and Authorizing issuance of a Purchase Order in the amount of \$85,909 to Waste Pro of Florida, Inc. for storm debris removal costs.

**City Attorney Marian Rush read Resolution 18-08 by title only.**

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

Mayor Coerper asked the commissioners for questions or comments.

Commissioner Boukari asked for clarification regarding the fee.

Finance and Administrative Services Director Bonetti discussed the issue.

Commissioner Boukari discussed the tree debris and what the City does and/or should cover. He mentioned that comments have come to him from the community regarding this issue.

City Manager Traci Gresham stated that Waste Pro picked up all of the debris during Hurricane Irma

Commissioner Hardacre noted that Waste Pro picked up all of the debris during Hurricane Matthew.

**Commissioner Hardacre moved to adopt Resolution 18-08; and, authorize issuance of a purchase order to Waste Pro of Florida, Inc. in the amount of \$85,909; seconded by Commissioner Boukari.**

Mayor Coerper opened the floor for comments.

There were no comments.

Vice Mayor Brown stated that she was pleased with the Staff and Waste Pro for the work done during and after the hurricane.

**Passed 4-0 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**

City Manager Gresham informed the Commission that the County Commission will be meeting tomorrow with an item on the agenda concerning the loan payment for Legacy Park. She requested that the Commission waive the Rules of Procedure and make a motion of the Commission's support of this item.

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

**Passed by unanimous consent, 4-0.**

Mayor Coerper opened the floor for comments.

Commissioner Boukari expressed his gratitude toward the County Commission for this effort.

**Vice Mayor Brown moved to support the County Commissioners' recommendation to reinvest the payback funds for capital projects at Legacy Park; seconded by Commissioner Hardacre.**

Mayor Coerper opened the floor for comments.

There were no comments.

Commissioner Boukari asked if this is for Legacy Park grounds or just the building.

City Manager Gresham stated that it is for the entire park.

**Passed 4-0 by roll call.**

City Manager Gresham wished everyone a Merry Christmas.

City Attorney Rush wished everyone a Happy and Safe Holiday.

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

Commissioner Boukari thanked the gentlemen from the North Central Model Railroad Club for speaking. He voiced his support for the idea of them using the warehouse. He wished everyone a Merry Christmas.

Commissioner Hardacre wished everyone a Merry Christmas and a Happy New Year.

Vice Mayor Brown thanked Pastor James for providing the invocation. She wished everyone a Merry Christmas.

Mayor Coerper thanked the citizens of Alachua for their support and wished everyone a Merry Christmas.

#### **ADJOURN**

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

**Passed by unanimous consent.**

### **CONSENT AGENDA**

#### **CONSENT AGENDA ITEMS**

- A. November 13, 2017 City Commission Meeting Minutes

ATTEST:

CITY COMMISSION OF THE  
CITY OF ALACHUA, FLORIDA

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Traci L. Gresham, City Manager/Clerk

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Gib Coerper, Mayor