CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING
AGENDA

DATE: TUESDAY, JUNE 7, 2016
TIME: 7:00 P.M.
PLACE: WILLISTON CITY COUNCIL ROOM

CALL TO ORDER

ROLL CALL

MEMBERS:

Mayor R. Gerald Hethcoat
President Charles Goodman
Vice-President Nancy Wininger
Councilman Danny Etheridge
Councilman Matt Brooks
Councilman Elihu Ross

OTHERS:

City Manager Scott Lippmann
City Clerk Frances Taylor
City Attorney Fred Koberlein

OPENING PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

ITEM – 1 – ADDITIONS, DELETIONS, CHANGES AND APPROVAL OF THE AGENDA

ITEM – 2 – MAYOR’S STUDENT OF THE MONTH (pp 3)

ITEM – 3 – PUBLIC PARTICIPATION

ITEM – 4 – CONSENT AGENDA

A. MINUTES: MAY 3, 2016 REGULAR CITY COUNCIL MEETING (pp 4–14)
B. RESOLUTION 2016-38: LEASE EXTENSION FOR THE MILLS U-PICK GARDEN (pp 15–18)

ITEM – 5 – OLD BUSINESS

A. RESOLUTION 2016-39: FINAL APPROVAL OF USDA EQUIPMENT GRANT (pp 19–42)

ITEM – 6 – NEW BUSINESS

A. DISCUSSION: REQUEST BY RHONDA SWEAT RELATED TO PERMITTING ISSUES
B. DISCUSSION: PROCEDURES FOR CALLING MEETINGS SUBJECT TO THE FLORIDA SUNSHINE LAW
C. DISCUSSION: RESIGN TO RUN LETTER SUBMITTED BY COUNCILMAN MATT BROOKS (pp 43–44)

ITEM – 7 – PUBLIC PARTICIPATION
Council Meeting Procedures for members of the Public

1. All cell phones to be turned off when entering the Council Chambers;
2. Once the audience has taken their seat and the meeting begins, there will be no talking between audience members during the course of the Council meeting. If anyone continues to talk within the audience and is called down 3 times during the course of the meeting, on the third time that person will be escorted out of the Council meeting;
3. The audience must be recognized by the President before being allowed to address the Council;
4. The member of the audience that is recognized will proceed to the podium, state their name and then proceed with their comments;
5. The audience member will be limited to not more than 5 minutes to speak based on Resolution 2003-14;
6. There will be no personal attacks made by any member in the audience toward a sitting Councilperson, and likewise for any sitting Councilperson;
7. There will be no conversation between a member of the audience that has been recognized and any other member of the audience when speaking while at the podium;
8. If an audience member wants to speak more than the allotted 5 minutes allowed then that person should make a request to City Hall so that the item may be placed on the agenda.

Minutes of the City Council meeting may be obtained from the City Clerk’s office. The minutes are recorded, but not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be borne by the requesting party.

In accordance with Section 286.0105, Florida Statutes, notice is given that if a person wishes to appeal a decision made by the City Council with respect to any matter considered at this meeting they will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is based.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk’s office no later than 5:00 P.M. on the day prior to the meeting.
Student of the Month for Williston Elementary School (April)

Student: Olivia Hilty

Teacher: Miss Grimm

Grade: 5th

Parent(s)/Guardian(s): Brian and Becky Hilty

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Olivia is a constant positive role model in and outside of the classroom. She is one of the few students who is always doing what they should be, in addition to completing assignments on time. Olivia is friendly to all students and never complains when she is asked to do something. She is the perfect example of a safety patrol, and is an absolute pleasure to have in class!
CALL TO ORDER

ROLL CALL

MEMBERS:  

Mayor R. Gerald Hethcoat  
President Charles Goodman  
Vice-President Nancy Wininger  
Councilman Danny Etheridge  
Councilman Matt Brooks  
Councilman Elihu Ross

OTHERS:  

City Manager Scott Lippmann  
City Clerk Frances Taylor  
City Attorney Fred Koberlein

OPENING PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

ITEM – 1 – ADDITIONS, DELETIONS, CHANGES AND APPROVAL OF THE AGENDA

Councilman Etheridge moved to approve the agenda. Councilman Ross seconded. On vote, the motion passed, 5-0.

ITEM – 2 – PUBLIC PARTICIPATION

Mr. Glenn Lewis addressed Council he advised that each member should have received a real estate item in reference to something the community may be able to have. The community has asked Walmart and they are not interested. However, after seeing an ad for Big Lots, contacted Big Lots in Gainesville and subsequently emailed a representative from Big Lots corporate about looking at Williston for a possible location. He suggested that the City call Big Lots and inquire with them about coming to Williston He stated it could become an economic boost to the community. He asked that the City make the inquiry and commended that the community is ripe for expansion. City Manager Lippmann advised that he had a long talk with Mr. Lewis earlier in the day and plans to contact Big Lots corporate representatives to inquire.

President Joseph Lander, Regional General Hospital, addressed Council. He stated that the hospital has two outstanding utility payments. Dr. Pagidipati previously met with City Manager Lippmann to discuss what the hospital could do to try and work towards undoing the deficit it has with the City. There are obstacles to overcome digging out of the hole the hospital was in when the present administration took over. They have made advances in that area but still have a long way to go to include addressing the utility bill. The City is a business and the hospital owes that money and is trying to work to make that possible. Mr. Lander requested they be permitted to continue working with Mr. Lippmann to bring a formal proposal to combine with on time payments going forward. Having the hospital is an enormous draw. There has been talk about the I-75 extension coming through. Medical, education and entertainment are growth factors that will be considered to bring in sustainable business. Dr. Pagidipati renewed his pledge with staff to commit to continue making payroll going forward. That meant that there were other items that would not be paid. There is no excuse except that the hospital is digging out of a hole. Mr. Lander requested Council’s continued indulgence and that the administration allow the hospital to continue to work with Mr. Lippmann to bring a formal proposal at the next formal meeting. Dr. Pagidipati addressed council. He noted that the hospital is a great asset for the city and county. He explained that, in the past 2 years, the hospital has taken on $3 million a year in indigent care. He reached out to the county...
but received no assistance. Typically, insured patients pay for the indigent care but that is not the case in Williston. The hospital cannot legally turn away anyone away. Unfortunately, all the insured patients were shipped to the hospital in cities next door. They are benefitting from these patients. The county earmarked $70,000 for indigent care but that money does not go to Levy County; it goes to Shands Hospital. He requested that Council allow him to schedule a meeting to show the improvements that have been made. He stated that if the city closes the hospital, this county will never have another hospital. He added that he was trying to keep it open for the benefit of the citizens in the county and to keep jobs open, as well. He requested for the Council’s help. He noted that the hospital has new equipment that could benefit the City employees who could receive annual health check-ups at half the cost. He stated that he could obtain the services of good cardiologists and surgeons and, at the same time, provide jobs and keep the hospital open. He acknowledged that the City has been extremely helpful when they requested assistance with the CT scan machine. He advised that the hospital had just presented the City with two checks toward the amount due and would like the City to utilize their services. He stated that the goal is to keep the hospital open and keep the jobs intact. He invited the members to come to the hospital and see what they have done. He commented that it is the City’s hospital and the hospital staff would like to keep it open for the benefit of the town. There is not enough money for further improvements but they are trying to work with the state and federal government. He stated that he has paid money to the indigent care. He admitted the hospital is delinquent to the bank and in taxes but he does not want to stop the payroll. He thanked the Council for their time.

Mr. Glenn Lewis addressed Council and advised that there is a car dealership in town that concerns him. The back part of their property is essentially becoming a junk yard. There are vehicles parked into the trees. His concern is the leakage of brake fluid and anti-freeze. It is unsightly. He concluded that he does not mind a dealership but when it starts turning into a junk yard, it becomes a concern.

Marvin Johnson addressed Council. He advised he was a business owner of a local barber shop for the past 17 years. I gave the Council accolades. He and other community members recently met with Vice President Wininger and City Manager Lippmann and they represented everyone on the Council. There is a group that is preparing a proposal. He noted that the City can grow. The people are united; it is not about race, it is about how they can build all of Williston. He stated his goal to come back and work toward making Williston grow.

Mayor Hethcoat questioned if Council was going to address the hospital. President Goodman explained that it is not on the agenda so the Council would not be addressing it.

ITEM – 3 – CONSENT AGENDA
Councilman Brooks moved to approve the Consent Agenda. Vice President Wininger seconded. On vote, the motion passed, 5-0.

A. MINUTES: MAY 3, 2016 REGULAR CITY COUNCIL MEETING

ITEM – 4 – OLD BUSINESS

A. ORDINANCE 655 (SECOND READING): APPROVING A REZONING APPLICATION AND FUTURE LAND USE MAP AMENDMENT SUBMITTED BY MRS. DIANNE WEBB
City Manager Lippmann advised that the item constituted the 2nd reading for the 1 acre property on East Noble near the coin laundry. This property is currently dual zoned (R1 and C2). Ordinance 655 proposes that the entire property be zoned C2 commercial. The ordinance does not speak to the specific use of the
property, it simply addresses the status as to whether it will be zoned commercial only or residential and commercial. He advised that proposed use will come back before Council through Planning and Zoning if a proposal is made. For now, Council is being asked to considering the proposal on zoning. President Goodman observed that City Manager Mr. Lippmann did a good job summarizing the item and Council could proceed to comments before the reading of the ordinance. Councilman Etheridge noted that the members typically receive a map of surrounding zoning. City Manager Lippmann provided a map and explained current uses of surrounding properties: to the west is the coin laundry that Mrs. Webb owns; to the North is residential and the property to the east is likely commercial. Councilman Ross verified that the property is vacant at the moment. Councilman Brooks confirmed that the landowner, Mrs. Webb submitted the request, that she is putting it up for sale and wants to clean up the zoning. Councilman Ross stated he agreed with the request. Vice President Wininger and Mayor Hethcoat both indicated that they had no questions on the item. President Goodman offered the opportunity for public comment. Marvin Johnson verified that Mrs. Webb wanted the property to be zoned all commercial. He advised that there was a meeting and a concern about the property. He verified with City Manager Lippmann that the zoning change would be final upon passing second reading at the current meeting. Mr. Johnson questioned when it would come back before Council regarding use of the property. City Manager Lippmann explained that the use issue would go to Planning and Zoning and, likely, back to Council. Mr. Lewis commented that he thought the Council should approve the Ordinance. He added that it involves a person who is trying to sell property that has two zoning designations. City Attorney Koberlein read the title of Ordinance 655 into the record. Councilman Ross moved to approve Ordinance 655. Councilman Brooks seconded. On vote, the motion passed, 5-0.

B. RESOLUTION 2016-33: FINAL APPROVAL OF USDA EQUIPMENT GRANT

Police Chief Strow advised that the item referred to the same grant the members discussed during the last Council meeting. It is the third time the members have seen it. On approval, it will allow the department to receive the $75,000. President Goodman verified with City Attorney Koberlein that he was familiar with and understood the requirements. President Goodman noted that the item is a grant that requires that the City give $25,000 in order to receive the $75,000. Chief Strow ensured the members that he and the Fire Chief would develop the $25,000 out of the current budget. He reminded them that USDA grants are different from other grants in that, once approved, the department will have five (5) years to spend the money. In the USDA grants, once the department documents that they have spent the first $25,000, they will begin obtaining reimbursements for any related items purchased over that amount. City Attorney Koberlein advised that the USDA has a resolution that they use in grants that will contain many strikethroughs and he anticipated that the City will be required to use it for this grant also. President Goodman advised that staff will need a resolution that will approve the expense of $25,000 in order to obtain the $75,000 in grant funding. He observed that the staff would obtain a correct resolution which would, then, be brought to him for signature. They are very strict and the legal department has to guarantee everything that is on it. Councilman Brooks questioned when Council could expect to hear from the Fire and Police Chiefs as far as where those funds are coming from. Chief Strow stated that they will try to determine where they are under budget and then piece meal it together from there. He advised that they do not anticipate going over budget but the departments can report a dollar amount back. Councilman Brooks moved to approve a resolution to be presented by the City Attorney for President Goodman to sign as previously specified. Vice President Wininger seconded. On vote, the resolution was passed 5-0.
C. DISCUSSION: PROPOSED CHANGES TO EXISTING CODE REQUIREMENTS TO IMPROVE THE STANDARD OF APPEARANCE FOR BUILDINGS

City Planner brought this item. City Manager Lippmann explained that there was a code enforcement workshop on May 5, 2016, where there were a lot of discussions, suggestions and comments made by the attendees. Chapter 48 of the Land Regulations governs the appearance and code enforcement of buildings. A member of the Board of Adjustments and Code Enforcement has volunteered to develop changes to Chapter 48 that incorporates the comments received at the meeting. There is a meeting next Monday night (5/23/16) of the BACE for the sole purpose of discussing changes to Chapter 48 of the code. As a result of that meeting, a proposal will be brought before Council in the form of an Ordinance. At that time, Sharon Brannon addressed Council and advised that Bruce Schupp, who is the member of the board, had volunteered and taken on the task of rewriting that section. The City Attorney has not had a chance to review it. She requested to table the item until after the City Attorney had an opportunity to review it and make any changes required. At that point, the board can bring it back to Council for first reading. President Goodman noted that the item did not have to be tabled because it was brought for discussion only. Councilman Brooks questioned what the basis was and the wording for the revised section if the proposal was a complete rewrite of the current section. Mr. Schupp responded that it came from state statute. He advised that he tried to construct Chapter 48 on state, county and city law. There are definitions that he plagiarized from the Alachua County Code, as well. He stated that he would be happy to provide the members with a copy of the draft. Mr. Lippmann and Mr. Koberlein have copies that are subject to change.

President Goodman confirmed that there were no legal issues with a member of a board providing Council with a draft. City Attorney Koberlein noted, however, that there is a procedure that had not been addressed. He explained that any board or property owner can propose an amendment, however every proposal must go to the Planning and Zoning Board. It is a monumental effort. He stated he was impressed, looking at the file. He added that the Board of Adjustments can work on the amendment, but the proposal shall go to Planning and Zoning and this is a planning for growth of Williston that will be compared to the comprehensive plan. The Planning and Zoning Board will make recommendations upon its review to Council. It will not be a quick process but they will have to go through Planning and Zoning first. President Goodman advised Mr. Schupp that he could provide a copy of the draft to Council without any legal issues. Mayor Hethcoat noted that, in the past, the City had a contract with the WRPC to see how changes would impact the comprehensive plan. He questioned if the Board of Adjustments was working with the NCRPC. City Manager Lippmann stated that once the board has established what the proposal looks like, staff will run it past NCRPC to do the comprehensive plan comparison to ensure it is consistent. Once it is given their blessing, staff will take the whole thing to Planning and Zoning. Sharon Brannan thanked Mr. Schupp, as the newest member of the board, for taking on the task.

Mr. Glenn Lewis noted that he was glad to see that someone is tackling the appearance issue in the City. He stated he moved to Williston 7 years ago and he loves the town He noted he came from Miami and Williston has grown on him. He commented that he is ashamed when he sees these buildings and the condition they are in. The City of Jacksonville is currently doing something with their old buildings; they are supporting the facades, demolishing and rebuilding what is behind them. He stated he thought this idea should he looked into. He concluded that the City should address the facades and not worry about the rest.

ITEM – 5 – NEW BUSINESS
A. RESOLUTION 2016-34: APPROVING THE AMENDMENT TO AND EXTENSION OF THE SCHOOL CROSSING GUARD AGREEMENT

City Clerk Taylor explained that the Amendment to and Extension of the School Crossing Guard Agreement with Levy County included a provision that was incorporated in practice the prior year to raise the reimbursement rates for each crossing guard to minimum wage. Chief Strow advised that, with the relocation to the new school, the number of crossing guards will go from three to two. Councilman Etheridge moved to approve Resolution 2016-34. Councilman Brooks seconded. On vote, the motion carried, 5-0.

B. DISCUSSION: DISPOSITION OF THE WILLISTON MIDDLE SCHOOL PROPERTY

City Manager Lippmann advised that items B and C are somewhat related. The school board and Mr. Edison have had initial discussions with the City about the cafeteria at the current high school property and the possibility of the City acquiring it for use as a new city hall. The school board has made a verbal offer to give the Williston Middle School property to the City of Williston. He commented that, on the one hand, that proposition scares him to death but, on the other hand, he sees a tremendous opportunity there. The part that worries him is that property could quickly become a money pit. But that property could also be a very valuable piece of property for the community and offer services for the community in the form of recreation and education. He noted that Mr. Clay Coleman was present, representing a consortium of recreational interests, spanning the entire community. He stated he was looking for a consensus from Council to continue looking into it with the understanding that action will be taken, only upon approval from Council.

Mr. Clay Coleman addressed Council. He stated he has been in Williston since 1979. He advised that he owns City property and has an extreme interest in the community. He explained his involvement was primarily as a facilitator or project manager. He is the President of the Williston Hoops Basketball Club which is a diverse group of coaches and parents. Therefore, he had a very myopic view of this proposal initially and his only interest was the gym. He stated that there is a need to keep the gym in the community, but as the various parties discussed the idea, it became obvious that there were a lot of possibilities. The idea generated a lot of diverse interest. The parties eventually organized a grass roots committee to establish a consensus in the community. The committee includes Kori Lamb, Lenora Floyd, Bobby Kavanaugh, Lavoisier Denson, and Marvin Johnson. The proposal developed was for the City of Williston accept ownership for the facility. The group consensus was that the City hire a recreation director and liaison to manage the facility and to coordinate use with local groups and stakeholders. The property has potential for recreation and after school activities, vocational programs for youth and adults, cultural and civic groups and events. The cafetorium is a nice facility. The proposal presents Council with an opportunity to make a landmark decision to impact the youth positively for years to come. There are many people involved in the consortium who consider themselves Willistonians. Youth recreation participants come from all around but it is still a community effort. The gym is needed by WYAA and the new school. Carrie Murphy, of WYAA, approached the Council in 2015 about having to turn kids away for basketball. The new school will have the same number of teams but one less gym. It has a curtain that pulls down to practice two teams but practice times are encroaching into the late part of the evening. It is not good for the student athletes. For anyone wondering, that is why, during the basketball season, when one team has a home game the other team cannot practice. There is a recognized need for after school activities and mentoring. There are organizations out there ready to provide these types of services, given the right facilities. There is a potential for summer youth activities to keep kids off the streets and out of trouble and a true community gathering complex bridging the east-west orientation of the City. There are two football programs that could use this one complex with the same mission, focus and goals. He noted that the Town of Bronson hired a recreation director and they are a lot smaller than...
Williston. He added that Alachua and Newberry have very successful managed recreation programs. The funding challenges is an issue that can be mitigated through grants, stakeholder involvement, capital campaign and revenue generation activities. He referenced the recent cake and pie auction that raised over $25,000 for the Williston Alumni Association. He suggested that City could develop a good business model and plan for the future and people would rally behind it. He commented that, with the right recreation director, the City could generate revenue out there by keeping the facility busy with activities, bringing in tournaments, using the banquet hall, etc. There are a lot of possibilities. Growth will increase and having a hospital is important. The citizens, groups and staff are talking about all of these things but they are not talking about growing our own children. Having organized activities when they get out of school or during the summer can make a difference. That location is historical. It has been there for 60 years. The alternative of doing nothing is that it would grow up to be vandalized and become an eyesore. The town should treat that area with significance. It can become a center point for community youth. He mentioned that someone will present his comments to the facilitator for the upcoming strategic planning workshop.

Vice President Wininger asked if it would be inappropriate for her to essentially stand up and say “yes, I am thrilled about this”. President Goodman verified with City Manager Lippmann that there were no ties or strings attached to the offer. He noted that if someone gave him a piece of property, he could turn around and sell it. Councilman Etheridge questioned what the total acreage of the property was. Mr. Coleman and City Manager Lippmann were unsure. Mr. Coleman noted that it is smaller than WYAA, given the parking areas and the fields. He added that his group would not want to replace WYAA. They would want to augment what Williston has. There will be a demolition. Out of the 14 buildings, only about 5 buildings really meet the criteria to remain. There are 10 portables. City Manager Lippmann advised that he had previously counted seven (7) that will be useful and seven (7) that most likely would be candidates for demolition. Councilman Etheridge observed that the City would probably get a more quality candidate with a paying position but noted the possibility of looking for a person that might want to volunteer to be a coordinator, if the City were to acquire the property.

Mr. Coleman responded that the committee felt strongly that there will be a lot of volunteering needed to make it work. For a complex of that size and the business sense needed, the committee believes that the FTE is going to be important. Councilman Etheridge observed that there would need to be an oversight on the education mentoring and youth activities. He noted that he loved the idea. He confirmed that the property could be annexed into the city and save on property tax. City Manager Lippmann explained that there is a sewer lift station on the property as well that could be used to expand the sewer system at a later date. Mayor Hethcoat clarified it was for a water and sewer line. Councilman Etheridge concluded that he was all in favor of moving forward and would like for it to move faster than slower. He stated he could see the school board saying that they need an answer in two weeks or the opportunity will be gone. He suggested the staff obtain the information necessary to make a plan, etc. Mr. Coleman pointed out that there was significant research completed and a report is available. Councilman Etheridge confirmed with City Manager Lippmann that some of the other buildings could be used for after school mentoring, college programs and vocational training with the classroom space on the campus that is useable based on the condition reports. City Manager Lippmann stated that the cafetorium could possibly be made into a mini convention center. Councilman Etheridge observed that the revenue potential is great. There was discussion about which buildings were useable including the 8th grade wing, the gym, cafetorium, media center and administrative offices. City Manager Lippmann added that there are a lot of people in town asking for a senior center gathering place. Those buildings could be used for arts, crafts, etc. There are a lot of potential uses for portions of the campus. He stated he could see it being a very active facility. Councilman Etheridge stated he would like to see research into any type of grants available and the layout
brought to a workshop of open dialogue, etc. with a lot of collaboration. He commented again that he loved the idea and wanted to see a general liability estimate. Mayor Hethcoat noted that the condition report will provide information on all problems with the buildings and allow the City to estimate what the expense will be. It is a great idea but it comes with cost. There will be demolition cost. City Manager Lippmann stated that the City would not have to demolish them right away. Mayor Hethcoat commented that if the City is going into something, it should go into with a plan and move forward with it. The point about a recreation director has been something needed for a while and it would provide the city with an opportune place to put it. He concluded that if the City was going to do it, they should move forward. Mr. Coleman explained that the County provides help with WYAA. With this project, the City will be reaching out to people that live under WYAA rule and they could help in some way. Within the committee, one member father is involved in Hillsborough County and has relationships with pro teams. Derrick Brooks of the Tampa Bay Buccaneers was looking to help with projects like this. He thanked Council for their time and consideration.

Mr. Marvin Johnson addressed Council and stated that he was asked to be a part of the committee. He encouraged the members to consider who would replace the community leaders if they do not take care of the children in the community now. He challenged the members to send their questions to Mr. Coleman and the committee will have a meeting to answer them all. The greatest manager in the world is in Williston and he is working with the committee. City Clerk Taylor advised that the City would be able to obtain more than one Florida Recreation Development Assistance Program (FRDAP) grant at a time and could do so for this facility. Councilman Brooks stated it is a no brainer and there was no wiser investment Council could make than human capital. He urged the Council of the need to invest in the project noting that there is a lot of heart in this community. He recalled “Teens on the Move” and understood what programs like that can produce. He observed that the Council could not let these types of generational opportunities pass. There is the operations budget, but there is so much bubbling under the surface in Williston. Councilman Ross stated he believed they should step out in faith and move forward with it. Vice President Wininger stated she would do cartwheels right now as an indication of her desire to move forward with the proposal. President Goodman concluded that, based on the discussion, the Mayor was slightly concerned but everyone else was enthusiastically in favor. He directed that City Manager Lippmann proceed with the investigation to determine the possibilities. Mayor Hethcoat is concerned, he was 100 percent in favor. He added that, before the City gets into it, he wanted the administration to be committed to move forward and get it done. He commented that if the City is going to do it, they need to do it and move ahead. Mr. Coleman confirmed with Council that there was a need for the committee to approach the workshop. Mr. Lewis commended Mr. Coleman and his group. He advised that he recently sat down with the City Manager and brought up a lot of the same ideas. He advised that he is 65 and has nowhere to go for senior activities. The youth have no place to go in the town either. He explained that his wife works for Marion County Parks and she says that the community needs something for the youth; a place to go do their homework. He suggested that the Fire Department use the demolition facilities for fire training.

C. DISCUSSION: STATUS OF THE WILLISTON HIGH SCHOOL PROPERTY NEGOTIATIONS

City Manager Lippmann explained that the school board was proposing the possibility of the City acquiring the cafeteria building at the existing high school for use as a City Hall. The current City Hall facility is problematic. It is not handicap accessible. It is disjointed and inefficiently laid out. The systems are old and it is not the building that will service the City well as City Hall in the future. The cafeteria is 10,426 sq. ft. The current facility is 8500-8900 sq. ft. The cafeteria being rectangular would allow the administration to lay out efficiently. The school board has provided an appraisal. Originally built in 2002 for $1.2 million, the appraisal now puts the value at $500,000. The City has already completed utility
installation work of about $278,000 for the new school facility. What the school proposes is that the work on the utilities be credited against the purchase price of the building and the parties negotiate how the City would pay the rest of it; likely through a reduction of utility rates for the new complex. President Goodman asked if the members could see the area of the property that is included. City Manager Lippmann explained that the City would get the parking lot in front of the cafeteria and basically from the side street to the "B Building" from Noble to 1st. If the City wants more property, they can work together to negotiate. Councilman Ross asked what would become of the current City Hall facility. City Manager Lippmann stated his intention would be to sell it. He added that a local realtor estimated the value from $425,000 to $475,000, including building and land. He stated that he viewed the current City Hall facility as an ideal commercial property for someone. The cafeteria building would be a shame to demolish if the school board sold the entire property. He advised that he was seeking a consensus to continue to move forward. If Council is serious about the proposal, the next step would be to engage an architect to develop space planning ideas which would provide a basis to determine probable renovation costs. He added that he believed he could get most, if not all, of the renovation done on grant money. Councilman Ross noted that there appeared to be several issues. He stated he would feel more comfortable with the proposal being laid out in a planning meeting to review the potential costs. City Manager Lippmann replied that, until the City brings in a vendor to help conceptually lay out what the administration would like to see there, they will not be able to develop a true cost. The building is in good shape. It will need wiring and items removed. The equipment will come out to go to the new school. The difficulty is that, in order to develop a cost, the staff will need to engage a professional at some point. He questioned the consensus of the Council in pursuing the proposal beyond the current status.

Councilman Brooks noted that it is hard to move forward without knowing some of the numbers; $278,000 could go a long way toward renovating the existing structure. He questioned what the marketability of the school property would be for an investor if the City’s acquisition will be responsible for chopping up that property. Councilman Etheridge stated he was in favor of moving forward. The one concern he had was the marketability of the current City Hall property. However, based upon the discussion and the agreement on the utilities that are still outstanding, even if the City received half of the arranged appraisal on top of the $300,000 the City laid out, then they are at $500,000. With the current City Hall facility, they would be fighting a losing battle as far as renovations. For the marketability of the school, (just that 2 acres), the school board will not sell all 34 acres at once because they will need to hold on to the football field for a while.

Councilman Etheridge reiterated that he was in favor of the proposal and encouraged the administration to begin soliciting potential patrons for the new facility in the immediate future. He added that the City could potentially sit on the property for two (2) years but he was willing to move forward in spite of that. President Goodman recalled that the cafeteria building cost $1.2 million in 2002 which means it would cost $1.6 or $1.8 million to build that same building in present day. He recalled hearing earlier in the discussion that these opportunities are generational and they only happen once. The choice is to either have the will to jump or let it pass by. He concluded that he was in favor of continuing to explore the possibilities. Councilman Etheridge pointed out that the cost of moving forward would just include the cost of the professional, implying it would be worth the expense.

Councilman Ross agreed that the staff should continue to explore the option. President Goodman clarified that City Manager Lippmann was questioning whether the Council had the will for him to continue to expend time/money on the proposal. Vice President Wininger stated she thought the City should pursue the proposal. She agreed with Councilman Brooks that the current City Hall building has history and she was concerned about who will buy it, but she still believed the staff should pursue it. Mr. Glenn Lewis
pointed out that the current facility is old and to bring new technology into the building would cost a lot. He stated he works in television stations and has discovered that it typically costs too much to renovate and bring that technology in. If the City moves to the cafeteria it is blank canvas. The current facility cannot incorporate new technology coming in. It costs more update it and technology changes daily. In the new facility, that administration could build with interconnecting hallways, water, sewer, and electric. The current building is not capable of sustaining those upgrades. As a resident, he urged the Council to go forward. President Goodman commented that the City received a wonderful audit and, while these are generational opportunities, the City could be putting itself right back into debt and the audit may not be as pleasing. However, it is a once in a lifetime opportunity.

D. **RESOLUTION 2016-35: APPROVING THE PENSION FUND ACTUARIAL REPORTS FOR 2015-16**

City Clerk Taylor explained that Mr. Shamoun would not be able to be at this meeting but will be present for the July 19th regular City Council meeting. She stated her intention to invite each of the pension committees to the meeting to receive the review from Mr. Shamoun at that time and provide them with the opportunity to ask questions about the plans and the annual valuations provided in the current package. She suggested the Council could approve the evaluations at the current meeting or wait until July 19th when Mr. Shamoun would be present to provide a more detailed review. Councilman Etheridge confirmed that the overfunding can fluctuate with performance. City Manager Lippmann stated that the entire structure is based on the present value of assets. As the market fluctuates, it changes daily. The takes a snapshot at a point in time. It is possible that severe fluctuations could have an affect but the good news is that the funds are much healthier, even with a big fluctuation. He concluded that Williston is still better off than other cities that are underfunded. President Goodman advised that if there was a fluctuation, then the City would have to increase its contribution significantly and the over funding provides a cushion and protection against that possibility. Councilman Brooks moved to approve Resolution No. 2016-35. Councilman Etheridge and Councilman Ross seconded. On vote, the motion was approved, 5-0. Councilman Etheridge commented that he would still like Mr. Shamoun to attend the July 19th meeting as scheduled.

E. **RESOLUTION 2016-36: AUTHORIZING STAFF TO INITIATE THE RFP PROCESS FOR MUNICIPAL AUDITING SERVICES**

City Manager Lippmann stated that the term of the previous contract for auditing services was 5 years with some 1 year extensions. Mayor Hethcoat suggested the City opt for a three year term. City Manager Lippmann pointed out that the RFP indicated three years with two one year options. Vice President Wininger moved to adopt Resolution 2016-36. Councilman Brooks seconded. On vote, the motion was approved, 5-0.

F. **RESOLUTION 2016-37: APPROVING THE FINAL PLAT FOR COTTAGE COVE SUBDIVISION**

City Manager Lippmann explained that the request includes a proposal for the Cottage Cove development next to A Nu You by Johnny Heirs Real Estate at 4th and NW Main. The staff report indicates concerns about lot #3 being a flag lot. President Goodman pointed out that the issue that is raised is the lack of access to public roads. He noted that he had reviewed the plat map but did not see setbacks shown for lot #3. On the 24x36 map, he was able to determine the setbacks on other lots but was not able to do the same for lot#3. He questioned that setback distance. He advised that he was trying to figure out how they planned to fit a car in there. City Manager Lippmann clarified that building set backs were listed in the notes. President Goodman clarified with the developer that what originally appeared to be a 20 foot utility easement was just a portion of lot number 3.
City Manager Lippmann explained that there is a 10 foot easement and directed the members to those locations on the map. President Goodman verified that the 20 foot section shown was part of lot #3. He noted that there is public front to the lot with a 20 foot driveway. President Goodman read the title of Resolution 2016-37 into the record. He confirmed that the members were familiar with the resolution, where the property is situated and the information provided in the staff report. He asked if there were any concerns. Councilman Etheridge questioned what the staff’s concern was with lot #3. President Goodman stated that their concern was that the whole front of the lot does not have public road access. However, the Council did verify that it does have 20 feet of public road access. It is a 20 foot wide driveway which is part of the platted lot and not an easement that someone could gate off. It is not a driveway someone was putting over an easement. The concern about flag lots is that, where all the other properties entire lines are accessible to public thoroughfare, with a flag lot, the full property line is not contiguous to some public access. That situation would present concerns about full access. Planners usually do not like flag lots. He concluded that he did not believe it will be a problem because there is a 20 foot wide corridor with no interference on that lot. The developer commented that they set the lots in the way shown so that they would have a uniform size lot. Cottage Cove will be a beautiful subdivision. Johnny Hiers addressed Council and advised that the developers went through a similar consideration that the Council just conducted. President Goodman confirmed with City Attorney Koberlein that there was no legal problem related to the request presented. Councilman Brooks moved to approve Resolution 2016-37. Councilman Ross seconded. On vote, the motion passed, 5-0.

ITEM – 6 – PUBLIC PARTICIPATION – None.

ITEM – 7 – ANNOUNCEMENTS
Councilman Etheridge advised that due to the pending birth of his baby, he would very likely not be present at the next meeting.

Vice President Wininger thanked Chief Strow for handling Crab Fest and commended him and the entire department for doing a fantastic job. She advised that Barbara Edmunds from Levy County is an Arborist who will help assess the trees out front of City Hall. She wanted to ensure that the staff knew what the proper care for the tree but she would like to see the limbs trimmed off of the ground, if possible. She recalled that Mr. Johnson had said some kind things about her and Scott Lippmann going out to the town hall meeting last Tuesday night that could have been said of any of the Council members. She explained that she was not representing the Council and went out on her own for the meeting because the issues that are important to the citizens are important to the members. She stated her plan to hold other town hall meetings and invited those present to attend. However, she cautioned the rest of the elected officials to refrain from having more than one attend so as to avoid sunshine law violations of meetings that were not publicly noticed. She advised that she would be sending an email out to the heads of local organizations, pastors and citizens to let them know that July 23rd is the next City Clean-Up Day. She noted that she would like to get the heads of the organizations together afterward, to see how they could follow up with those activities and obtain a consensus among all.

City Manager Lippmann reminded the attendees that, on June 4th from 9-12, the Citizens’ Strategic Planning meeting will take place in chambers, with a related all-day City Council session two weeks later. He invited Council to come to June 4th meeting to listen in. He clarified that the first meeting was structured to provide Council and staff an opportunity to listen to the City’s stakeholders and the second meeting would provide Council the ability to take action on the input.
Councilman Brooks clarified with Chief Strow that the Law Enforcement Memorial ceremony was scheduled for Friday, May 20th at 10 am at the Heritage Park Pavilion.

ITEM – 8 – ADJOURNMENT
Councilman Brooks moved to adjourn and the meeting was adjourned at 9:19 pm.

Charles Goodman, Council President
Frances V. Taylor, City Clerk

Minutes of the City Council meeting may be obtained from the City Clerk’s office. The minutes are recorded, but not transcribed verbatim. Persons requiring a verbatim transcript may make arrangements with the City Clerk to duplicate the recordings, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be borne by the requesting party.

In accordance with Section 286.0105, Florida Statutes, notice is given that if a person wishes to appeal a decision made by the City Council with respect to any matter considered at this meeting they will need a record of the proceedings, and for such purpose may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is based.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk’s office no later than 5:00 P.M. on the day prior to the meeting.
RESOLUTION 2016-38: U-PICK GARDEN LEASE EXTENSION

REQUESTED BY: JERRY MILLS
PREPARED BY: CITY CLERK

BACKGROUND / DESCRIPTION: On February 1, 2006, the city of Williston and Jerry Mills entered into a lease for a period of one (1) year. From that time, the parties entered into multiple lease extensions through January 31, 2015. Mr. Mills has requested a lease renewal for a period of two years (retroactive to February 1, 2015) under the same terms and conditions.

LEGAL REVIEW: Submitted on 6-3-16.

FISCAL IMPACTS: 58.4 acres at $55.00 per acre in land lease revenues.

RECOMMENDED ACTION: Staff recommends approval.

ATTACHMENTS:

_____ CONTRACT  XX  RESOLUTION 2016-38  _____ MAP
_____ LEASE  XX  OTHER DOCUMENTS Agreement

XX  CONSULTANT OR PARTY TO ACTION HAS BEEN NOTIFIED

COUNCIL ACTION:

_____ APPROVED
_____ DENIED
RESOLUTION NUMBER 2016-38

A RESOLUTION OF THE CITY OF WILLISTON, LEVY COUNTY, FLORIDA, APPROVING THE U-PICK GARDEN LEASE EXTENSION WITH MR. JERRY MILLS, AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Williston City Council wishes to retain Mr. Mills as a lessor;

WHEREAS, Mr. Mills would like to continue his U-Pick Garden lease with the City under the original terms with an extension of two (2) years retroactive to February 1, 2015.

NOW, THEREFORE, BE IT RESOLVED by the City of Williston, Levy County, Florida, that:

SECTION 1. Authorizes the Council President, to sign and execute the U-Pick Garden lease extension with Mr. Mills as prepared and finalized by the City Attorney under the terms specified for a period not to exceed two years retroactive to February 1, 2015.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Council.

PASSED AND ADOPTED this 7th day of June, 2016.

CITY OF WILLISTON, FLORIDA

BY: ___________________________
    Charles Goodman, City Council President

ATTEST:

_____________________________
Frances Taylor, City Clerk
LEASE EXTENSION FOR THE U-PICK GARDEN

WHEREAS, the city of Williston ("Lessor"), and Jerry M. Mills, Jr. ("Lessee"), on February 1, 2006, did enter into a lease for real property owned by Lessor for the period of February 1, 2006 through February 1, 2007, (hereinafter "Original Lease"); and

WHEREAS, the parties have entered into extensions by which the Original Lease was extended to January 31, 2015; and

WHEREAS, Lessee has requested the Lessor to extend the Original Lease for an additional term of two years, retroactive to February 1, 2015.

NOW THEREFORE, for good and valuable consideration, the receipt of which is hereby acknowledged, the Lessor and the Lessee agree as follows:

1. The Original Lease is hereby renewed and the term of the lease is extended to January 31, 2017. Lessee shall vacate the leased premises prior to the end of the lease term. Should the Lessee desire to hold over beyond the lease term, Lessee shall make written request for an extension of the lease term on, or before, November 1, 2016, upon which the Lessor shall, within 60 days, either grant or deny the request for extension, failing which, the request shall be deemed denied. Lessor shall be under no obligation to extend the term of the lease and in the event that the extension is granted, Lessor may condition such extension upon any additional terms and conditions that Lessor may deem appropriate.

2. Lessee agrees to use, and shall use "best management practices" as established by the State of Florida before, during, and after the watermelon growing season. Lessee shall level and re-grass the lands used for watermelons following harvest of the watermelon crop.

3. The rent for the lease period of February 1, 2015 to January 31, 2017, shall be $__________, payable annually, in advance by February 1st of each year, in the amount of $______ together with all applicable sales tax.

[THIS SPACE INTENTIONALLY LEFT BLANK]
4. Except for the provisions contained herein, all original terms, conditions, and covenants of the Original Lease shall remain in full force and effect.

Signed this ___ day of March, 2016.

LESSEE: 
JERRY M. MILLS, JR.

BY: ______________
JERRY M. MILLS, JR.

LESSOR: 
CITY OF WILLISTON

BY: ______________
CHARLES GOODMAN
PRESIDENT, CITY COUNCIL

ATTEST: ______________
FRANCES TAYLOR
CITY CLERK

STATE OF FLORIDA
COUNTY OF LEVY

The foregoing instrument was acknowledged before me this ___ day of March, 2016, by Charles Goodman, the President of the City Council of the City of Williston, and Frances Taylor, the City Clerk, on behalf of the City. They are personally known to me and did not take an oath.

________________________
Notary Public

STATE OF FLORIDA
COUNTY OF LEVY

The foregoing instrument was acknowledged before me this _____ day of March, 2016, by Jerry M. Mills, Jr., who is personally known to me and did not take an oath.

________________________
Notary Public
RESOLUTION 2016-39: AUTHORIZING THE COUNCIL PRESIDENT TO EXECUTE A USDA GRANT APPLICATION FOR THE PURCHASE OF TWO POLICE CRUISERS AND RELATED EQUIPMENT

REQUESTED BY: POLICE DEPARTMENT  PREPARED BY: CITY CLERK

BACKGROUND / DESCRIPTION: In accordance with USDA requirements, applicants for the Rural Development Grants must review the topic during a properly noticed and advertised meeting. The advertisement must run at least 10 days prior to the public meeting in a paper of general circulation within the municipality. City Clerk Taylor was requested to place the ad on May 25th and was able to publish it in the Gainesville Sun on May 27th. The application materials are included for Council’s review.

LEGAL REVIEW: Submitted on 6-3-16.

FISCAL IMPACTS: $46,100 in grant funds to be received with a matching requirement of $15,403.

RECOMMENDED ACTION: Staff recommends approval.

ATTACHMENTS:

_____ CONTRACT   XX RESOLUTION 2016-39   _____ MAP
_____ LEASE   XX OTHER DOCUMENTS Application

XX CONSULTANT OR PARTY TO ACTION HAS BEEN NOTIFIED

COUNCIL ACTION:

______ APPROVED
______ DENIED
RESOLUTION NUMBER 2016-39

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, AUTHORIZING THE EXECUTION OF AN APPLICATION FOR FEDERAL ASSISTANCE TO ASSIST THE POLICE DEPARTMENT

WHEREAS, the City of Williston, Florida, a Florida Municipal Corporation, ("City"), maintains its own Police Department which consists of eleven (11) sworn full-time law enforcement officers and a twenty-four (24) hour dispatch center; and

WHEREAS, the City Police Department is in need of two police cruisers and related equipment; and

WHEREAS, the City Police Department has completed an application for assistance from the United States Department of Agriculture ("USDA") using the Standard Form 424 and is prepared to submit it for final review.

NOW, THEREFORE, BE IT RESOLVED by the City of Williston, Levy County, Florida, that:

SECTION 1. The City administration and Council President are authorized to execute all documentation and otherwise facilitate the processing of the application to the USDA for federal assistance.

SECTION 4. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Council.

PASSED AND ADOPTED this 7th day of June, 2016.

CITY OF WILLISTON, FLORIDA

BY: ____________________________
    Charles Goodman, City Council President

ATTEST:

______________________________
Frances Taylor, City Clerk
U.S. DEPARTMENT OF AGRICULTURE
NOTICE OF PREAPPLICATION REVIEW ACTION

From: USDA Rural Development
(Department, bureau, or establishment)

To: Mr. Charles Goodman
City of Williston
5 SW 1st Avenue
Williston, FL 32696

Agency Number

Reference Your Preapplication Number

Dated: 05-10-2016

1. We have reviewed your preapplication for Federal assistance under CF Program and have determined that your proposal is:

☐ eligible for funding by this agency and can compete with similar applications from other grantees.

☐ eligible but does not have the priority necessary for further consideration at this time.

☐ not eligible for funding by this agency.

2. Therefore, we suggest that You:

☐ file a formal application with us by (date) 06-30-2016

☐ file an application with (Suggested Federal agency).

☐ find other means of funding this project.

3. Based upon the funds available for this program over the last two fiscal years and the number of applications reviewed, or pending, we anticipate that funds for which you are competing will be available after (month, year) 10-16.

4. You requested $46,100.00 Federal funding in your preapplication form, and we:

☐ are agreeable to consideration of approximately this amount in the formal application.

☐ will need to analyze the amount requested in more detail.

5. A preapplication conference will be ☐ necessary ☑ not necessary. We are recommending that it be held at , on , at a.m./p.m. Please contact the undersigned for confirmation.

6. Enclosures: ☑ Forms ☑ Instructions ☑ Other (Specify) __________

7. Other Remarks:

Signature

Title

Date

Organizational Unit
USDA RD

Address
2441 NE 3rd Street, Suite 204-1
Ocala, Florida 34470

Telephone Number (352) 732-9796

NOTE: This form will be used by Federal agencies to inform applicants of the results of a review of their preapplication request for Federal assistance. When the review cannot be performed within 45 days, the applicant shall be informed by letter as to when the review will be completed. When Federal agencies determine that the proposal is not eligible for Federal assistance, specific reasons should be provided in Item 7 Other Remarks.
ATTACHMENT TO FORM AD-622

City of Williston
CF Program Application
Purchase Police Vehicles and Related Equipment

The action taken herein is based upon representations made in your preliminary application materials. Any changes, including but not limited to changes in cost, size, or scope of services, sources of funds, etc., may adversely affect this decision and must be reported to and approved by USDA Rural Development in writing. Any changes not approved by USDA Rural Development will be cause for USDA Rural Development to discontinue processing your request for services. All applicants requesting changes will be required to give full justification for each change, and if USDA Rural Development approval is not given, written reasons will be given with a 30-day negotiation period to resolve the differences.

This action should not be misconstrued as a reservation of funds, the availability of funds, or loan approval.

Grant processing will continue based upon a grant not to exceed the amount specified on this Form AD-622 and will be in accordance with the requirements contained and referenced in RD Instruction 3570-B.

If a complete application has not been submitted to USDA Rural Development by the date specified on the face of form AD-622, USDA Rural Development reserves the right to discontinue processing your grant request with 30 days written notice. If a longer time frame to develop your application is necessary, you should submit a request in writing with specific reasons why a longer time frame is required with a projected date to accomplish such action. Failure to submit a complete application, or request a longer time frame, will be considered a lack of interest on your part and a request to withdraw the pre-application. Continued processing after such withdrawal, would require a new pre-application to be submitted, rated and ranked without regard to previous processing priorities.
You are advised against taking any actions or incurring any obligations which would either limit the range of alternatives to be considered or which would have an adverse effect on the environment. Satisfactory completion of the environmental review process in accordance with RD Instruction 1940-G must occur prior to loan approval. The issuance of this notice does not constitute site approval, if applicable.

The following items must be completed and submitted to USDA Rural Development for review/approval:

- FL Guide 9, Certificate of Public Meeting
- Form SF 424, Application for Federal Assistance
- Form RD 1942-54, Applicant’s Feasibility Report
- Form RD 1942-47, Loan Resolution
- Form RD 400-1, Equal Opportunity Agreement
- Form RD 400-4, Assurance Agreement
- Letter from City giving evidence of the $15,403.00 contribution
- Form AD 1049, Certification Regarding Drug Free
- FL Instruction 1942-Q, Exhibit A-1, Certification for Contracts, Grants and Loans
CERTIFICATE OF PUBLIC MEETING

This is to certify that ___________________________ conducted a public meeting on ______________________ at ______________________ to give the citizens an opportunity to become acquainted with the proposed ___________________________ and to comment on such items as economic and environmental impacts, service area, alternatives to the project and other matters of concern. I further certify that notice of the meeting was published in a newspaper of general circulation in the service area, a notice was posted in this organization’s principal office and a copy of the notice was furnished in the Rural Development office in ______________________.

A copy of the published notice and minutes of the public meeting are attached hereto.

________________________________________
Name of Organization

By:

____________________________
Title

Attest: __________________________
Name and Title

PN 1047 (Revised 11/03)
PUBLIC INFORMATION REQUIREMENTS
Community Facilities Projects

PUBLIC MEETING
After submitting a pre-application to Rural Development, but before loan or grant approval, the applicant must also hold at least one public information meeting to allow the citizenry an opportunity to become acquainted with the proposed project. The applicant must publish a notice of the meeting in a newspaper of general circulation in the service area at least 10 days prior to the date of the meeting. The applicant must also post a public notice at its principle office and notify Rural Development of the meeting. Where possible, publishing can be combined to integrate the different public awareness information and environmental review processes. A copy of the published notice and the minutes of the public meeting must be provided to Rural Development.

SAMPLE NOTICE
Notice that a public meeting for comments will be held to review Organization's Name plan to file an application for Federal Assistance for Identified Project with the USDA Rural Development Community Facilities Loan and/or Grant program. The public meeting will be held at Time on Date at Location.
### APPLICATION FOR FEDERAL ASSISTANCE

1. **TYPE OF SUBMISSION:**
   - [ ] Construction
   - [ ] Non-Construction

2. **DATE SUBMITTED**

3. **DATE RECEIVED BY STATE**

4. **DATE RECEIVED BY FEDERAL AGENCY**

5. **APPLICANT INFORMATION**

   - **Legal Name:** City of Williston
   - **Organizational Unit:** Police Department
   - **Organizational DUNS:** 010826352
   - **Address:** 5 SW 1st Avenue
   - **City:** Williston
   - **State:** Florida
   - **Country:** USA
   - **Zip Code:** 32696-0160
   - **Phone Number (give area code):** 352-528-4991
   - **Fax Number (give area code):** 352-528-0955
   - **Email:** cconnolly@willistonpolice.org

6. **EMPLOYER IDENTIFICATION NUMBER (EIN):** 59-600451

7. **TYPE OF APPLICATION:**
   - [ ] New
   - [ ] Continuation
   - [ ] Revision

8. **TYPE OF APPLICATION:**
   - [ ] Construction
   - [ ] Non-Construction

9. **NAME OF FEDERAL AGENCY:** USDA Rural Development

10. **CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:** 10766

11. **DESCRIPTIVE TITLE OF APPLICANT’S PROJECT:**
    - Purchase 2 police vehicles and RIGGS Shields

12. **AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):**
    - Williston, Levy County, Florida

13. **PROPOSED PROJECT**

    - **Start Date:**
    - **Ending Date:**

14. **CONGRESSIONAL DISTRICTS OF:**

    - **a. Applicant**
    - **b. Project**

15. **ESTIMATED FUNDING:**

    - a. Federal $46,100
    - b. Applicant $15,403
    - c. State $46,100
    - d. Local $15,403
    - e. Other $46,100
    - f. Program Income $15,403
    - g. TOTAL $61,503

16. **IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?**

    - a. Yes.
    - b. No.

17. **IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?**

    - [ ] Yes
    - [ ] No

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

    - a. Authorized Representative
    - b. Title
    - c. Telephone Number (give area code)
    - d. Signature of Authorized Representative

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June 7, 2016
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Standard Form 424 (Rev.9-2003)
Prescribed by OMB Circular A-102
**BUDGET INFORMATION - Non-Construction Programs**

**SECTION A - BUDGET SUMMARY**

<table>
<thead>
<tr>
<th>Grant Program Function or Activity (a)</th>
<th>Catalog of Federal Domestic Assistance Number (b)</th>
<th>Estimated Unobligated Funds</th>
<th>New or Revised Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Federal (c)</td>
<td>Non-Federal (d)</td>
</tr>
<tr>
<td>1. CF</td>
<td>10.766</td>
<td>$46,100.00</td>
<td>$15,403.00</td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Totals</td>
<td></td>
<td>$46,100.00</td>
<td>$15,403.00</td>
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</tbody>
</table>

**SECTION B - BUDGET CATEGORIES**

<table>
<thead>
<tr>
<th>6. Object Class Categories</th>
<th>GRANT PROGRAM, FUNCTION OR ACTIVITY</th>
<th>Total (5)</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Personnel</td>
<td>$</td>
<td>$0.00</td>
</tr>
<tr>
<td>b. Fringe Benefits</td>
<td>$</td>
<td>$0.00</td>
</tr>
<tr>
<td>c. Travel</td>
<td>$</td>
<td>$0.00</td>
</tr>
<tr>
<td>d. Equipment</td>
<td>$46,100.00</td>
<td>$61,503.00</td>
</tr>
<tr>
<td>e. Supplies</td>
<td>$</td>
<td>$0.00</td>
</tr>
<tr>
<td>f. Contractual</td>
<td>$</td>
<td>$0.00</td>
</tr>
<tr>
<td>g. Construction</td>
<td>$</td>
<td>$0.00</td>
</tr>
<tr>
<td>h. Other</td>
<td>$</td>
<td>$0.00</td>
</tr>
<tr>
<td>i. Total Direct Charges</td>
<td>$46,100.00</td>
<td>$61,503.00</td>
</tr>
<tr>
<td>j. Indirect Charges</td>
<td>$</td>
<td>$0.00</td>
</tr>
<tr>
<td>k. TOTALS (sum of i and j)</td>
<td>$46,100.00</td>
<td>$61,503.00</td>
</tr>
</tbody>
</table>

7. Program Income

---

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[Standard Form 424A (Rev. 7-97)]

[Prescribed by OMB Circular A-102]

June 7, 2016

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### SECTION C - NON-FEDERAL RESOURCES

<table>
<thead>
<tr>
<th>(a) Grant Program</th>
<th>(b) Applicant</th>
<th>(c) State</th>
<th>(d) Other Sources</th>
<th>(e) TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$ 0.00</td>
</tr>
<tr>
<td>9.</td>
<td></td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>10.</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>11.</td>
<td></td>
<td></td>
<td></td>
<td>0.00</td>
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<tr>
<td>12. <strong>TOTAL (sum of lines 8-11)</strong></td>
<td>$ 0.00</td>
<td>$ 0.00</td>
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### SECTION D - FORECASTED CASH NEEDS

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<tr>
<th></th>
<th>Total for 1st Year</th>
<th>1st Quarter</th>
<th>2nd Quarter</th>
<th>3rd Quarter</th>
<th>4th Quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>13. Federal</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
</tr>
<tr>
<td>14. Non-Federal</td>
<td>0.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>15. <strong>TOTAL (sum of lines 13 and 14)</strong></td>
<td>$ 0.00</td>
<td>$ 0.00</td>
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</tbody>
</table>

### SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

<table>
<thead>
<tr>
<th>(a) Grant Program</th>
<th>FUTURE FUNDING PERIODS (Years)</th>
<th>(b) First</th>
<th>(c) Second</th>
<th>(d) Third</th>
<th>(e) Fourth</th>
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<tbody>
<tr>
<td>16.</td>
<td>$ 0.00</td>
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<td>20. <strong>TOTAL (sum of lines 16-19)</strong></td>
<td>$ 0.00</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>

### SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: 
22. Indirect Charges: 
23. Remarks:
ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (E.O) 11514; (b) notification of violating facilities pursuant to (E.O. 11738; (c) protection of wetlands pursuant to E.O. 11990(d) evaluation of flood hazards in floodplains in accordance with E.O. 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to the Clean Air Act) Implementation Plans under Section 176 of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground source drinking water under the Safe Drinking Water Act, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act, as amended (P.L. 93-205).


14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

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SIGNATURE OF AUTHORIZING OFFICIAL
City Manager

APPLICANT ORGANIZATION
Scott Lippmann

DATE SUBMITTED
June 7, 2016

Standard Form 424B (Rev. 7-97) Back
1. Existing Facility. Briefly describe what facilities you currently have or how service is currently provided.

In its budget planning process the City has sporadically included the purchase of Police Cruisers to replace older, higher mileage vehicles causing the maintenance budget to rise and the repair of police cars to require "down time" transferring officers to alternative vehicles for patrol and adding to the accumulated mileage of newer vehicles. Two vehicles (2004 & 2005) will be replaced by this purchase as well as adding Riggs shield to the bulk of the fleet (10).

2. Proposed Facility. Describe what you want to purchase or construct. Indicate what the facility will be used for, approximate size, and expected method of procurement. For buildings indicate location, basic materials or type of construction, and attach a sketch or working drawings. For items or major equipment, indicate new or used, existing or custom-built, and any special features.

Purchase 2 police vehicles and 10 RIGGS Sheilds

3. Need for the Facility. Indicate why the proposed facility is needed.

Two vehicles needed to replace two of model years 2004 & 2005 in an effort to upgrade the fleet and reduce maintenance costs. Riggs shields (bullet resistant) to be installed in ten vehicles to protect the drivers within and when they exit the vehicles. None of the fleet have these items installed to date.

4. Service Area. Indicate what area the proposed facility will serve and, if known, the population or number of families served.

City of Williston, FL
Population 2,768 MHI $26,162.00
1. **Existing Facility.** Briefly describe what facilities you currently have or how service is currently provided.

2. **Proposed Facility.** Describe what you want to purchase or construct. Indicate what the facility will be used for, approximate size, and expected method of procurement. For buildings indicate location, basic materials or type of construction, and attach a sketch or working drawings. For items of major equipment, indicate new or used, existing or custom-built, and any special features.

   Purchase 2 police vehicles and 10 RIGGS Shields

3. **Need for the Facility.** Indicate why the proposed facility is needed.

4. **Service Area.** Indicate what area the proposed facility will serve and, if known, the population or number of families served.

   City of Williston, FL
   Population 2,768 MHI $26,162.00
5. Cost Estimate.

Development and construction
Land and rights
Legal fees
Architect and Engineer
Equipment
Refinancing
Other (describe)  
Total

$61,503.00

6. Income. List the sources and estimate the amount of expected revenue for a typical year.

the police department does not have a budget but receives the needed funds from the City's General Fund

7. Other Funds. List the sources and amount of funds that may be available other than from USDA, to fund part of the project (such as applicant's contributions, commercial loans, or loans or grants from other government agencies).

Applicant's contribution will be $15,403.00 which is 25% of the total project cost

8. Operating History. If you have operated a similar facility, attach audits, financial statements, or lists of income and expenses for the past five years.

9. Signature and Title of Applicant Official

Charles Goodman
WHEREAS, the Association intends to obtain assistance from the Rural Housing Service, Rural Business - Cooperative Service, Rural Utilities Service, or their successor Agencies with the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U.S.C. 1983 (c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of $10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by the Government. No free service or use of the facility will be permitted.
11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.

12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.

13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.

14. That if the Government requires that a reserve account be established and maintained, disbursements from that account may be used when necessary for payments due on the bond if sufficient funds are not otherwise available. With the prior written approval of the Government, funds may be withdrawn for:
   (a) Paying the cost of repairing or replacing any damage to the facility caused by catastrophe.
   (b) Repairing or replacing short-lived assets.
   (c) Making extensions or improvements to the facility.

Any time funds are disbursed from the reserve account, additional deposits will be required until the reserve account has reached the required funded level.

15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain the Government's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.

16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.

17. To accept a grant in an amount not to exceed $46,100 under the terms offered by the Government; that the Mayor and Clerk of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee.

IN WITNESS WHEREOF, the Williston, City Of has duly adopted this resolution and caused it to be executed by the officers below in duplicate on this day of , .

(SEAL)

By Charles Goodman
Title Council President

Attest:

Clerk
Title
This agreement, dated __________________________ between
Williston, City Of ________, (herein called "Recipient" whether one or more) and United States Department of Agriculture (USDA), pursuant to the rules and regulations of the Secretary of Labor (herein called the 'Secretary') issued under the authority of Executive Order 11246 as amended, witnesseth:

In consideration of financial assistance (whether by a loan, grant, loan guaranty, or other form of financial assistance) made or to be made by the USDA to Recipient, Recipient hereby agrees, if the cash cost of construction work performed by Recipient or a construction contract financed with such financial assistance exceeds $10,000 - unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965.

I. To incorporate or cause to be incorporated into any contract for construction work, or modification thereof, subject to the relevant rules, regulations, and orders of the Secretary or of any prior authority that remain in effect, which is paid for in whole or in part with the aid of such financial assistance, the following "Equal Opportunity Clause":

During the performance of this contract, the contractor agrees as follows:

(a) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited, to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the USDA setting forth the provisions of this nondiscrimination clause.

(b) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

(c) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the USDA, advising the said labor union or workers' representative of the contractor's commitments under this agreement and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(d) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of all rules, regulations and relevant orders of the Secretary of Labor.

(e) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, rules, regulations, and orders, or pursuant thereto, and will permit access to his books, records, and accounts by the USDA Civil Rights Office, and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(f) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by Law.

(g) The contractor will include the provisions of paragraph 1 and paragraph (a) through (g) in every subcontract or purchase order, unless exempted by the rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the USDA may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes implicated in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the USDA, the contractor may request the United States to enter into such litigation to protect the interest of the United States.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0018. The time required to complete this information collection is estimated to average 18 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.
2. To be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the organization so participating is a State or local government, the above equal opportunity clause is not applicable to any agency, instrumentality or subdivision of such government which does not participate in work on or under the contract.

3. To notify all prospective contractors to file the required 'Compliance Statement', Form RD 400-6, with their bids.

4. Form AD-425, Instructions to Contractors, will accompany the notice of award of the contract. Bid conditions for all nonexempt federal and federally assisted construction contracts require inclusion of the appropriate "Hometown" or "Imposed" plan affirmative action and equal employment opportunity requirements. All bidders must comply with the bid conditions contained in the invitation to be considered responsible bidders and hence eligible for the award.

5. To assist and cooperate actively with USDA and the Secretary in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary, that will furnish USDA and the Secretary such information such as, but not limited to, Form AD-560, Certification of Nonsegregated Facilities, to submit the Monthly Employment Utilization Report, Form CC-257, as they may require for the supervision of such compliance, and that it will otherwise assist USDA in the discharge of USDA’s primary responsibility for securing compliance.

6. To refrain from entering into any contract or contract modification subject to such Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, Government contracts and Federally assisted construction contracts pursuant to the Executive Order and will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by USDA or the Secretary of Labor pursuant to Part II, Subpart D, of the Executive Order.

7. That if the recipient fails or refuses to comply with these undertakings, the USDA may take any or all of the following actions: Cancel, terminate, or suspend in whole or in part this grant (contract, loan, insurance, guarantee); refrain from extending any further assistance to the organization under the program with respect to which the failure or refund occurred until satisfactory assurance of future compliance has been received from such organization; and refer the case to the Department of Justice for appropriate legal proceedings.

Signed by the Recipient on the date first written above.

________________________________________
Recipient

(CORPORATE SEAL)

Williston, City Of

Name of Corporate Recipient

Attest:

________________________________________
Secretary

By _____________________________________
President
ASSURANCE AGREEMENT
(Under Title VI, Civil Rights Act of 1964)

(name of recipient)

5 Southwest 1st Avenue Williston, FL 32696-

("Recipient" herein) hereby assures the U. S. Department of Agriculture that Recipient is in compliance with and will continue to comply with Title VI of the Civil Rights Act of 1964 (42 USC 2000d et. seq.), 7 CFR Part 15, and Rural Housing Service, Rural Business-Cooperative Service, Rural Utilities Service, Risk Management Agency, or the Farm Service Agency, (hereafter known as the "Agency") regulations promulgated thereunder, 7 C.F.R. § 1901.202. In accordance with that Act and the regulations referred to above, Recipient agrees that in connection with any program or activity for which Recipient receives Federal financial assistance (as such term is defined in 7 C.F.R. § 15.2) no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination.

1. Recipient agrees that any transfer of any aided facility, other than personal property, by sale, lease or other conveyance of contract, shall be, and shall be made expressly, subject to the obligations of this agreement and transferee's assumption thereof.

2. Recipient shall:
   (a) Keep such records and submit to the Government such timely, complete, and accurate information as the Government may determine to be necessary to ascertain our/my compliance with this agreement and the regulations.
   (b) Permit access by authorized employees of the Agency or the U.S. Department of Agriculture during normal business hours to such books, records, accounts and other sources of information and its facilities as may be pertinent to ascertaining such compliance.
   (c) Make available to users, participants, beneficiaries and other interested persons such information regarding the provisions of this agreement and the regulations, and in such manner as the Agency or the U. S. Department of Agriculture finds necessary to inform such persons of the protection assured them against discrimination.

3. The obligations of this agreement shall continue:
   (a) As to any real property, including any structure, acquired or improved with the aid of the Federal financial assistance, so long as such real property is used for the purpose for which the Federal financial assistance is made or for another purpose which affords similar services or benefits, or for as long as the Recipient retains ownership or possession of the property, whichever is longer.
   (b) As to any personal property acquired or improved with the aid of the Federal financial assistance, so long as Recipient retains ownership or possession of the property.
   (c) As to any other aided facility or activity, until the last advance of funds under the loan or grant has been made.

4. Upon any breach or violation this agreement the Government may, at its option:
   (a) Terminate or refuse to render or continue financial assistance for the aid of the property, facility, project, service or activity.
   (b) Enforce this agreement by suit for specific performance or by any other available remedy under the laws of the United States or the State in which the breach or violation occurs.

Rights and remedies provided for under this agreement shall be cumulative.

In witness whereof, Williston, City Of on this ________________ date has caused this agreement to be executed by its duly authorized officers and its seal affixed hereto, or, if a natural person, has hereunto executed this agreement.

(S E A L)

Recipient

Date

Charles Goodman, Council President

Attest: Clerk Title

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0570-0018 and 0570-0062. The time required to complete this information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.
U.S. DEPARTMENT OF AGRICULTURE

CERTIFICATION REGARDING
DRUG-FREE WORKPLACE REQUIREMENTS (GRANTS)
ALTERNATIVE I - FOR GRANTEES OTHER THAN INDIVIDUALS

This certification is required by the regulations implementing Section 5151-5160 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D: 41 U.S.C.701 et seq.), 7 CFR Part 3017. Subpart F, Section 3017.600, Purpose. The January 13, 1989, regulations were amended and published as Part 11 of the May 25, 1990 Federal Register (pages 21681-21691). Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the grant.

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON PAGE 3)

Alternative I

A. The grantee certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an ongoing drug-free awareness program to inform employees about -

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position.
title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted -

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or, local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, State, zip code)

$ SW 1st Avenue, Williston, Levy, Florida 32696

Check ☐ If there are workplaces on file that are not identified here.

Williston, City Of ___________________________ Police Car and related equip
Organization Name ___________________________ Award Number or Project Name

Charles Goodman, Council President ___________________________ Name and Title of Authorized Representative

__________________________________________ ___________________________
Signature Date

AD-1049 (REV 5/90)
CERTIFICATION FOR CONTRACTS, GRANTS AND LOANS

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant or Federal loan, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant or loan.

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant or loan, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including contracts, subcontracts, and subgrants under grants and loans) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

City of Williston

(name)  
(date)

Charles Goodman, Council President

(title)
GRANT APPLICATION AUTHORIZATION

I have read the attached application requesting $61504.00 from the USDA for the express purpose of purchasing Police Cruisers and bullet proof shields in budget year 2016. I am aware that this grant is contributory and the City share is 25%. The 25% responsibility attributed to the City will be $15376 and the USDA portion is $46128. I therefore authorize the submission of this application in the knowledge that the entire City Council will have to approve acceptance in the event that USDA agrees to fund this project.

R Gerald Hethcoat, Mayor
City of Williston

Scott Lippmann, City Manager
City of Williston
COUNCIL AGENDA ITEM

DISCUSSION: PENDING RESIGNATION OF COUNCILMAN MATT BROOKS

REQUESTED BY: CITY CLERK                  PREPARED BY: CITY CLERK

BACKGROUND / DESCRIPTION:  On January 16, 2015, upon closing of the General Election qualifying period, Councilman Matt Brooks was elected to the Group “A” City Council seat as a result of an uncontested race. On April 14, 2015, he was sworn in to serve out the two year term. On June 1, 2016, Councilman Brooks submitted a ‘resign-to-run’ letter in accordance with the requirements of Florida Statutes that officially documented his intention to run for another elected office during his current City Council term. His letter indicated that he will be resigning his seat effective, November 21, 2016. Part II, Section 20.13 requires that the Group “A” seat be filled for the remainder of the unexpired term by the appointment of a qualified individual upon majority vote of the members of the Council until the next general election. The City Clerk has notified the Levy County Supervisor of Elections of the pending resignation and related vacancy. Applications for the vacancy will be made available at a time specified by Council. The applications will be provided to Council for review and selection and the selectee will be temporarily appointed to the Group “A” seat. The appointment period will extend through the next municipal election to be held on Wednesday, March 1, 2017.

LEGAL REVIEW:   This item was furnished to City Attorney on 06/03/2016.

FISCAL IMPACTS: To be determined.

RECOMMENDED ACTION: This item is for information purposes and discussion only.

ATTACHMENTS:

_____ CONTRACT    _____ RESOLUTION    _____ MAP

_____ LEASE    _____ OTHER DOCUMENTS

_____ CONSULTANT OR PARTY TO ACTION HAS BEEN NOTIFIED

COUNCIL ACTION:

_____ APPROVED

_____ DENIED
June 1, 2016

Frances Taylor
50 NW Main St
Williston, FL 32696

Dear Frances,

I have been proud to serve the City of Williston for the past three years as a City Councilman, so it is with gratitude, and sorrow that I must resign from this position effective **November 21, 2016.**

As you know, I am a candidate for the Levy County Commission - District 5, which I am very excited for this opportunity to still serve Williston while serving Levy County.

I leave behind a record of having visited Tallahassee for several years to represent Williston while getting to know our State Representatives. I also have completed Advanced Elected Municipal Officers training through UCF with the Florida League of Cities. I feel I have engaged and represented the public honorably. I convinced at least 3-4 others to become actively involved in our community and even serve on City Council as well as other boards in Williston. This was all a part of the reason I became involved initially.

My final plan is to leave office having completed a Strategic Plan for our city that will set the tone for our future growth and sustainability goals.

Should I be blessed by the voters of Levy County to serve, I will take my enthusiasm, professionalism and business acumen and better our county for future generations and hopefully inspire others to take an active roll in being productive citizens.

Thank you for all you do and I appreciate the opportunity to serve.

Sincerely,

Matthew G. Brooks
Williston City Councilman

cc
Rick Scott, Florida Governor
Department of State