Mayor Gib Coerper
Vice Mayor Edward Potts
Commissioner Shirley Green Brown
Commissioner Jennifer Ringersen
Commissioner Dayna Williams

City Manager Mike DaRoza
City Attorney Marian Rush

The City Commission will conduct a

Regular City Commission Meeting
At 6:00 PM

to address the item(s) below.

Meeting Date: March 24, 2025

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

City Commission Meeting

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

CALL TO ORDER

INVOCATION

PLEDGE TO THE FLAG

APPROVAL OF THE AGENDA

APPROVE READING OF PROPOSED ORDINANCES AND RESOLUTIONS BY TITLE ONLY

I. SPECIAL PRESENTATIONS

A) 2025 GREAT AMERICAN CLEANUP PROCLAMATION

II. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA
(Please Limit to 3 Minutes. Any citizen who is unable to speak at this time will have an opportunity to speak at the end of the meeting)

III. COMMITTEE REPORTS/COMMITTEE APPOINTMENTS/CITY ANNOUNCEMENTS

IV. PUBLIC HEARINGS AND ORDINANCES

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

V. AGENDA ITEMS

A) RESOLUTION 25-06: AMENDING THE CITY OF ALACHUA FISCAL YEAR 2024-2025 BUDGET; RECOGNIZING UNANTICIPATED REVENUE IN THE SPECIAL REVENUE DONATION FUND IN THE AMOUNT OF $15,000 AND APPROPRIATING FOR RELATED RECREATION PROGRAM EXPENSES.

B) SUPPORT AND STAFF EXTENSION SERVICES FOR PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

VI. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA

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

VII. COMMENTS FROM CITY MANAGER AND CITY ATTORNEY

VIII. COMMISSION COMMENTS/DISCUSSION

ADJOURN

CONSENT AGENDA

Consent Agenda items represent routine City operations and business. These items are approved at the beginning of the Regular City Commission meeting upon approval of the meeting agenda.

A) FEBRUARY 24, 2025, CITY COMMISSION MEETING MINUTES

B) MARCH 10, 2025, CITY COMMISSION MEETING MINUTES

THE GOOD LIFE COMMUNITY

Commission Agenda
Item

MEETING DATE: March 24, 2025
SUBJECT: 2025 Great American Cleanup Proclamation
PREPARED BY: Michael Carrillo
RECOMMENDED ACTION:
Mayor to read the proclamation.

Summary

The City of Alachua is seeking help to beautify our community by participating in our local Great American Cleanup event scheduled for Saturday, May 3rd.

The Great American Cleanup is the country's largest community improvement program that kicks off in more than 20,000 communities each spring. This program is designed to end littering, improve recycling and beautify our community. We encourage volunteers to participate in our local cleanup.

Last year we completed the following projects:

- Towne Center Beautification (flower beds)
- Cleaned up litter at Criswell Park & Hipp Way
- Tire Roundup
- APD Flower Planting
- Pruned Bradford Pear Trees
- Cleaned up litter at Mill Creek Wetland Park

We collected 14 bags of trash, planted 203 flowers, and pruned 12 Bradford Pear Trees.

This year, we will begin at 8:30 am at City Hall with breakfast being provided. Trash bags, safety vests, gloves, maps and instructions for the cleanup will also be provided. The event will conclude by noon.

The City is currently accepting sponsorships for this event. By aligning with both organizational and personal passions, we continue to make a difference.

FINANCIAL IMPACT

No.

ADDITIONAL FINANCIAL INFORMATION

Budgeted: Yes.

COMMISSION GOALS

Quality of LIfe
Community Enhancement
Strengthen Community Service
Funding Source - Other

ATTACHMENTS

1. Great American Cleanup Proclamation - 2025

City of Alachua, *Florida*

Office of Mayor *Gib Coerper*

PROCLAMATION

WHEREAS, Keep Alachua County Beautiful annually coordinates a Great American Cleanup for Alachua County and all municipalities located within Alachua County to clean and beautify our community;

WHEREAS, the City Commission of the City of Alachua, Florida, recognizes the benefits of participation in the Great American Cleanup and desires to publicly recognize the event and request community support:

NOW, THEREFORE, I, Gib Coerper, Mayor of the City of Alachua, Florida, by virtue of the authority invested in me, do hereby proclaim May 3, 2025, as

GREAT AMERICAN CLEANUP DAY

In the City of Alachua and call upon all citizens and civic organizations to actively participate in this worthwhile event to clean up and beautify our City.

IN WITNESS WHEREOF, I have hereunto set my hand this 24th day of March 2025

ATTEST:

Gib Coerper, Mayor

Commission Agenda
Item

MEETING DATE: March 24, 2025

SUBJECT: Resolution 25-06: Amending the City of Alachua Fiscal Year 2024-2025 budget; Recognizing unanticipated revenue in the Special Revenue Donation Fund in the amount of $15,000 and Appropriating for Related Recreation Program Expenses.

PREPARED BY: Robert Bonetti

RECOMMENDED ACTION:

A) Adopt Resolution 25-06, and
B) Approve the budget amendment.

Summary

The Alachua Chamber of Commerce (Chamber) held its 35th Annual SportsFest Golf Tournament in June of 2024. This Chamber fundraising event is dedicated to fostering environments and programs that enable youth in our community to grow in body, spirit, and mind, promoting education, development and leadership.

The City recently received $15,000 from the funds that were raised through this event. These funds are to be used for scholarships to ensure that the youth of Alachua are able to participate, to the fullest extent possible, in activities and programs coordinated by the Recreation and Culture Department.

A resolution and budget amendment are necessary to allow the use of these funds.

FINANCIAL IMPACT

$15,000.00

ADDITIONAL FINANCIAL INFORMATION

Donation Fund

COMMISSION GOALS

Quality of LIfe
Strengthen Community Service
Community Enhancement
Funding Source - Other

ATTACHMENTS

1. Resolution 25-06
2. Resolution 25-06 Exhibit A

RESOLUTION 25-06

A RESOLUTION OF THE CITY OF ALACHUA, FLORIDA; AMENDING THE CITY OF ALACHUA FISCAL YEAR 2024-2025 BUDGET; RECOGNIZING UNANTICIPATED REVENUE IN THE SPECIAL REVENUE DONATION FUND IN THE AMOUNT OF $15,000 AND APPROPRIATING FOR RELATED RECREATION PROGRAM EXPENSES; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission recognizes the value recreation programs represent to the youth of our community; and,

WHEREAS, the City recently received a donation from the Alachua Chamber of Commerce; and,

WHEREAS, the Alachua Chamber of Commerce wishes that the donated funds be utilized to provide sponsorships for youth programs within the Recreation and Culture Department.

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

SECTION 1. The City of Alachua's Fiscal Year 2024-2025 Budget is amended to increase the total Special Revenues Donation Fund revenues and expenditures by fifteen thousand ($15,000) as set forth in the budget amendment attached hereto as Exhibit A.

SECTION 2. That this resolution shall take effect immediately upon its adoption.

DULY ADOPTED in regular session, this 24th day of March, 2025.

CITY COMMISSION OF THE
CITY OF ALACHUA, FLORIDA

____
Gib Coerper, Mayor

SEAL

ATTEST:

____
Mike DaRoza, City Manager/Clerk

Exhibit A Resolution 25-06

CITY OF ALACHUA
BUDGET AMENDMENT / BUDGET TRANSFER

#	FUND NAME	DEPARTMENT NAME	ACCOUNT NAME	ACCOUNT NUMBER	REVENUES (+/-)	EXPENSES (+/-)
1	Donation Fund	Recreation & Culture	Rec Dept Donations	167-000.4100-366.0000	15,000.00	
2	Donation Fund	Recreation & Culture	Other Current Charges	167-572.4100-503.4900		15,000.00
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
				AMENDMENT/TRANSFER TOTALS	15,000.00	15,000.00
					COMBINED TOTAL	30,000.00

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

USE WHOLE DOLLARS ONLY.

Purpose: Appropriate budget pursuant to Resolution 25-06.

APPROVED BY: ______________________________

FINANCE AND ADMINISTRATIVE SERVICES DIRECTOR DATE

APPROVED BY: ______________________________

CITY MANAGER DATE

THE GOOD LIFE COMMUNITY

Commission Agenda **Item**

MEETING DATE: March 24, 2025

SUBJECT: Support and Staff Extension Services for Planning & Community Development Department

PREPARED BY: Rodolfo Valladares

RECOMMENDED ACTION:

Approve moving forward with securing professional services to support the Planning & Community Development Department by approving the Task Assignment with Jacobs Engineering Group Inc. and authorize the City Manager to execute the necessary documents.

Summary

To maintain and uphold service standards, the City is engaging Jacobs Engineering Group Inc. (Jacobs) to provide staff extension services for the Planning & Community Development Department during a transition period.

Jacobs will support various tasks related to zoning, urban planning, and other development activities. The work will include:

- **Onsite Planner**: Jacobs will provide an on-site planner at designated times to address Planning & Community Development inquiries from the public through phone, email, and in-person meetings.
- **Additional Remote Support**: An additional staff member will be available remotely to help manage the anticipated workload.
- **Staff Reporting**: Jacobs will review and prepare staff reports, as well as present at public hearings for requests and petitions. They will also have access to privately sponsored applications requiring public hearings and will attend internal City meetings to coordinate the review of public petitions.
- **Subdivision Plats**: Jacobs will review and prepare staff reports for subdivision plats to ensure compliance with the City's Land Development Regulations, presenting findings as necessary.
- **Zoning Review**: Jacobs will review building permits for consistency with applicable City regulations, including alignment with the Alachua Comprehensive Plan.

Additionally, Jacobs will provide planning application review for the following types:

- Comprehensive Plan Amendment

- Infrastructure Plan
- Lot Split
- Minor Site Plan
- Minor Subdivision
- Rezoning
- Site Plan
- Special Exception Permit
- Variance Permit

Note that Jacobs will not review any plans they have prepared.

FINANCIAL IMPACT

$ 160,000

ADDITIONAL FINANCIAL INFORMATION

COMMISSION GOALS

Economic Development
Quality of LIfe
Funding Source - General Fund
Community Enhancement

ATTACHMENTS

1. Supplemental Planning Services

EXHIBIT 3

CITY OF ALACHUA

WORK ORDER

WORK ORDER NO.: ____________________(For tracking purposes only, to be assigned by CONSULTANT after execution).

PURCHASE ORDER NO.: ____________________(For billing purposes only, to be assigned by CITY after execution.)

PROJECT NAME: **Supplemental Planning Services**

CITY: CITY OF ALACHUA, a municipality in Alachua County Florida

PROJECT MANAGER: ____

CONSULTANT: **Jacobs Engineering Group,** Inc.

CONSULTANT'S ADDRESS: **1999 Bryan Street**

Dallas, TX 75201

Pursuant to that certain Agreement dated October 26, 2021 between CITY and CONSULTANT, and by execution and delivery of this Work Order and attached Purchase Order when required, CONSULTANT is hereby given notice to proceed providing the services delineated in the specifications, conditions and requirements set forth in the documents attached hereto and incorporated herein as Exhibit A. Whenever this Work Order conflicts with the Agreement the Agreement shall, prevail.

ATTACHMENTS (Check all that apply):

[ ] DRAWINGS/PLANS/SPECIFICATIONS
[X] DETAILED SERVICES AND TASKS FOR PROJECT
[ ] SPECIAL CONDITIONS
[ ] Cost Schedule

The CONSULTANT shall provide services pursuant to this Work Order, its attachments, and the above-referenced Agreement that is incorporated herein by reference as if set out in its entirety. Whenever this Work Order conflicts with the Agreement, the Agreement shall prevail.

TIME FOR COMPLETION: The work authorized by this Work Order shall be commenced upon receipts of a Purchase Order, if compensation is $1,000.00 or more, by CONSULTANT and shall be completed within (180) calendar days from receipt of a Purchase Order (or this Work Order if compensation is less than $1,000.00) by CONSULTANT.

METHOD OF COMPENSATION:

1. This Work Order is issued on a:
   [X] Lump Sum Basis
   [ ] Hourly Rate Basis with a Not-to-Exceed amount

(a) If the compensation is based on a "Lump Sum Basis," CONSULTANT shall perform all work required by this Work Order for the sum of **ONE HUNDRED SIXTY THOUSAND** DOLLARS ($160,000). In no event shall CONSULTANT be paid more than the "Lump Sum Fee" Amount.

(b) If the compensation is based on an "Hourly Rate Basis" with a "Not-to-Exceed" Amount, CONSULTANT shall perform all work required by this Work Order for a sum not exceeding _____ ____________ DOLLARS ($). CONSULTANT compensation shall be based on the actual performance of work required by this Work Order.

CITY shall make payment to CONSULTANT in strict accordance with the payment terms of the referenced Agreement.

It is expressly understood by CONSULTANT that this Work Order, until executed by CITY, does not authorize the performance of any services by CONSULTANT and that CITY, prior to its execution of the Work Order and Purchase Order if required as set forth herein, reserves the right to authorize a party other than CONSULTANT to perform the services called for under this Work Order.

IN **WITNESS WHEREOF,** the parties hereto have made and executed this Work Order effective as of the date the last signature is affixed.

JACOBS ENGINEERING GROUP, INC.

By: Mike Dykes

Digitally signed by Mike Dykes
DN: cn=Mike Dykes, o=Jacobs, email=mike.dykes@jacobs.com
Date: 2025.03.18 15:59:26 -04'00'

Title: Vice President

Date: 3-18-2025

CITY OF ALACHUA, FLORIDA

By: ______________________________
W. Michael DaRoza, City Manager

____
Witness

Date: ______________________________

Exhibit A. Scope of Services and Fee for City of Alachua Supplemental Planning Services March 6, 2025

1. Introduction

The City of Alachua (CoA) is experiencing a period of growth and transition. To address this increased level of development activity, in addition to augmenting existing staff levels, Jacobs Engineering Group Inc. (Jacobs) has prepared this scope of services to provide planning services to assist the CoA by addressing the need to augment CoA planning staff during this period of transition.

Jacobs will provide professional engineering services to the CoA in accordance with the following task descriptions in **Section 2. Scope of Services**.

2. Scope of Services

This scope of services was prepared by Jacobs to provide the CoA with supplemental planning services. The following tasks are anticipated to be performed by Jacobs and are included in this scope of services:

2.1 Task 1 – Planning Services.

- **Onsite Planner** - Jacobs will Provide an on-site planner during specific times to answer zoning questions from the public. This staff person will augment the City Planning staff and will be on-site three (3) days per week to meet with the public and/or developers to discuss zoning requirements. This will also include additional internal meetings that may be needed from time to time. This physical presence will be helpful to assist citizens and developers address zoning questions.

- **Additional Remote Support -** One additional staff person will be available remotely/offsite, to assist the onsite planner (Task 1) with the volume of work anticipated. It is anticipated that additional offsite assistance will be needed to effectively address the CoA's needs. It is expected that Jacobs will provide up to 260 hours of additional remote support.

- **Staff Reporting – Review, prepare staff reports for, and present at public hearing requests/petitions.** Jacobs will be provided access to privately sponsored applications requiring public hearings. This will include those applications identified within the City's Land Development Regulations Table 2.1-1 Development Review Structure. Jacobs will attend City of Alachua internal meetings to coordinate review of public petition requests.

- **Subdivision Plats - Review and prepare staff reports for subdivision plats.** Jacobs will provide review and presentation of subdivision plats consistent with the standards of the City's Land Development Regulations Table 2.1-1 Development Review Structure and Subpart B Article VII Subdivision Standards.

- **Zoning Review - Review of building permits for consistency with applicable CoA regulations.** Jacobs will perform reviews of building permit applications for consistency with applicable Alachua Comprehensive Plan objectives and policies as well as the City's Land Development Regulations

3. Schedule

The scope and fee for this project are based on the mutual agreement of both parties with an anticipated commencement of services April 1, 2025. This date is identified as the effective date for the purposes of this work order. The duration of services is scheduled for six (6) months. This schedule can be extended for additional fee.

4. General Assumptions

The following assumptions are included as part of this scope of services:

- **Project Management**. The project managers for CoA and Jacobs during this phase of the project will be:
  - CoA: Rodolfo Valladares, P.E.
  - Jacobs: John Dulmer (email at john.dulmer@jacobs.com)
- **Health and Safety**. Jacobs will only be responsible for the health and safety of its own employees.
- **Information Provided by Others**. Jacobs will reasonably rely upon the accuracy and completeness of the information/data provided by the CoA without independent verification.
- **Equipment**. Jacobs will provide laptops, cell phones, and vehicles to all assigned employees. The CoA will need to provide these employees with access to permitting software, all material submitted in support of a private application, necessary CoA internal drives, and email addresses.
- **Electronic Permit Review**. The CoA will provide the appropriate level of access for identified Jacobs Engineering employees.

5. Billing

The CoA shall compensate Jacobs for the professional services set forth in this scope of services for a lump sum amount of **$160,000**. See **Attachment 1** for the proposed lump sum fee breakdown.

Invoices will be submitted monthly and will be in accordance with the contract terms and conditions. Each invoice will be processed, in a form acceptable to the CoA, and show the percentage of completion and currently billed amount. Additional services over and beyond those defined in this task order will be subject to an amendment or change order with additional compensation mutually agreed upon by both parties.

6. Disclaimers

1. Liquidated Damages (LDs) do not apply to this scope of services.

Attachment 1 - Fee Breakdown

Table 1. Proposed Lump Sum Fee Breakdown

Fee Proposal for City of Alachua Supplemental Planning Services

Category	Role	Billing Rate ($/hr)	Hours	Fee ($)
Engineer 3/Technologist 3	Onsite Planner/AICP	137.08	864	$118,437
Engineer 3/Technologist 3	Remote Assistance/AICP	137.08	260	$35,641
Engineer 6/Technologist 6	PM/AICP	228.43	26	$5,939
			Total Lump Sum Fee Amount	**$160,000**

Commission Agenda
Item

MEETING DATE: March 24, 2025
SUBJECT: February 24, 2025, City Commission Meeting Minutes
PREPARED BY: LeAnne Williams, Deputy City Clerk
RECOMMENDED ACTION:
Approve the minutes.

Summary

February 24, 2025, City Commission Meeting Minutes

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

COMMISSION GOALS

ATTACHMENTS

1. 25.02.24.M.CCM

Regular City Commission Meeting Minutes
February 24, 2025 at 6:00 PM

Mayor Gib Coerper
Vice Mayor Edward Potts
Commissioner Shirley Green Brown
Commissioner Jennifer Ringersen
Commissioner Dayna Williams

City Manager Mike DaRoza
City Attorney Marian Rush

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

CITIZENS PRESENT: Ray Washington, Susan Keesling, Donna Spencer, Rudy Rothseiden, Elliot Welker, William Smith, Julie Smith, Teddy Sanchez, Ben Boukari, Trey Keesling, Nestossin Welch, Jim Curington, Gladys McMillan, Dan Wernecke, Keri Wernecke, Lilyana Hoffman, Kenneth Daye, Kate Esprit, Don Esprit, Chloe Esprit, Ivante Esprit, Laura Dampier.
STAFF ATTENDING: Diane Amendola, Robert Bonetti, Kyler Burk, Carson Crockett, Lisa Freeman, Tony Love, Tara Malone, Damon Messina, Jesse Sandusky, Donna Smith, Rodolfo Valladares, Tyler Williams, David Wisener

City Commission Meeting

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

CALL TO ORDER

Led by Mayor Gib Coerper.

INVOCATION

Led by Apostle Terric Nattiel, Divine International Ministries.

PLEDGE TO THE FLAG

Led by Mayor Coerper, with Commissioner Jennifer Ringersen absent.

APPROVAL OF THE AGENDA

City Manager Mike DaRoza stated Public Hearings and Ordinances Items A, B, and C would be deferred to a date uncertain.

Commissioner Dayna Williams moved to approve the amended agenda; seconded by Vice Mayor Edward Potts.

Mayor Coerper opened the floor for comments.

Tamara Robbins expressed her concerns about the follow-up on the topic from the last City Commission Meeting; the three City Planners who had resigned weren't on the agenda.

Eric Hickman, applicant for Items A, B, and C, stated he wasn't notified that the items would be deferred.

City Manager DaRoza stated City Planner Carson Crockett would inform him why it was deferred.

Passed by unanimous consent.

Commissioner Ringersen joined the meeting.

APPROVE READING OF PROPOSED ORDINANCES AND RESOLUTIONS BY TITLE ONLY

Commissioner Williams moved to approve the reading of proposed ordinances and resolutions by title only, seconded by Commissioner Ringersen.

Passed by unanimous consent.

I. SPECIAL PRESENTATIONS

A) A.L. MEBANE MIDDLE SCHOOL STUDENT ARTIST APPRECIATION

Assistant Deputy City Clerk Diane Amendola introduced the presentation.

Mayor Coerper and Laura Dampier presented the students with certificates.

Commissioner Williams asked what inspired the artwork.

Ms. Dampier provided the information.

B) CAYDEN PARKER, EDNA M. HART KEEPER OF THE DREAM AWARD

WINNER & INAUGURAL ALUMNI SCHOLARSHIP RECIPIENT

Assistant Deputy City Clerk Amendola introduced the presentation.

Cayden Parker spoke of the opportunities provided for him at Santa Fe High School, his community and family support, and his accomplishments.

Mayor Coerper presented the certificate to Mr. Parker.

Commissioner Shirley Green Brown commended Mr. Parker for his successes.

C) FISCAL ANALYSIS REPORT FOR FY 2024-2025 THROUGH JANUARY 31, 2025

Accounting Manager Tyler Williams provided the presentation.

II. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA

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

Mayor Coerper opened the floor for comments.

Tamara Robbins discussed the AV room equipment and her preference for the City Commission meetings to be live-streamed. She also stated that the Cleather H. Hathcock Community Center needed upgrading.

Ray Washington spoke of his mother's condition and his interactions with the Alachua Police Department.

Rudy Rothseiden spoke about coaching basketball with Commissioner Ringersen and his experiences at Legacy Park. He asked if the City had developed a policy that addresses undocumented immigrants.

Trey Keesling provided the Commission with a transportation proposal which would benefit those with disabilities.

III. COMMITTEE REPORTS/COMMITTEE APPOINTMENTS/CITY ANNOUNCEMENTS

IV. PUBLIC HEARINGS AND ORDINANCES

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

A) FLETCHER TRACE PHASE 1 FINAL PLAT (PSP24-0007): A REQUEST BY AARON HICKMAN, PSM, OF CHW, INC, APPLICANT AND AGENT FOR CONSIDERATION OF THE FINAL PLAT FOR FLETCHER TRACE PHASE 1, WHICH PROPOSES TO SUBDIVIDE A ±21.29 ACRE SUBJECT PROPERTY

INTO A TOTAL OF 32 SINGLE FAMILY DETACHED LOTS WITH ASSOCIATED COMMON AREAS AND ROAD RIGHT-OF-WAY; CONSISTING OF TAX PARCEL NUMBER 03980-002-001 (QUASI-JUDICIAL HEARING).

Deferred to a date uncertain.

B) FLETCHER TRACE PHASE 2 FINAL PLAT (PSP24-0008): A REQUEST BY AARON HICKMAN, PSM, OF CHW, INC, APPLICANT AND AGENT FOR CONSIDERATION OF THE FINAL PLAT FOR FLETCHER TRACE PHASE 2, WHICH PROPOSES TO SUBDIVIDE A ±5.11 ACRE SUBJECT PROPERTY INTO A TOTAL OF 42 SINGLE FAMILY LOTS (14 DETACHED, 28 ATTACHED) WITH ASSOCIATED COMMON AREAS AND ROAD RIGHT-OF-WAY; CONSISTING OF TAX PARCEL NUMBER 03980-002-001 (QUASI-JUDICIAL HEARING).

Deferred to a date uncertain.

C) FLETCHER TRACE PHASE 3 FINAL PLAT (PSP24-0009): A REQUEST BY AARON HICKMAN, PSM, OF CHW, INC, APPLICANT AND AGENT FOR CONSIDERATION OF THE FINAL PLAT FOR FLETCHER TRACE PHASE 3, WHICH PROPOSES TO SUBDIVIDE A ±17.66 ACRE SUBJECT PROPERTY INTO A TOTAL OF 37 SINGLE FAMILY DETACHED LOTS WITH ASSOCIATED COMMON AREAS AND ROAD RIGHT-OF-WAY; CONSISTING OF TAX PARCEL NUMBER 03980-002-001 (QUASI-JUDICIAL HEARING).

Deferred to a date uncertain.

V. AGENDA ITEMS

VI. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA

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

Mayor Coerper opened the floor for comments.

Jacob Fletcher asked why the agenda items for Fletcher Trace had not been presented.

City Manager DaRoza clarified for Mr. Fletcher that the items had been deferred as the submission materials were incomplete.

VII. COMMENTS FROM CITY MANAGER AND CITY ATTORNEY

City Manager DaRoza stated that the RFQ to design an updated Cleather H. Hathcock Community Center would soon be completed. He also announced that the Florida Municipal Electric Association has awarded the City's Electric Department the Restoring Community Award for its efforts following Hurricane Helene in our community and its assistance in restoring power to residences in Mount Dora.

City Attorney Rush requested that the rules of procedure be waived.

Commissioner Brown moved the rules of procedure to be waived; seconded by Commissioner Williams.

City Attorney Rush provided information about the investigation into the resignation of three city planners, as requested by the City Commission at its last meeting. She recommended Mark Barnaby from the Blalock Walters firm in Bradenton and shared his credentials.

City Attorney Rush recommended the City proceed with an independent investigation into the recent resignations of the Planning Director and two Principal Planners.

Commissioner Potts moved to extend a contract offer and secure an agreement with Mark Barnaby as suggested by the City Attorney; seconded by Commissioner Brown.

Mayor Coerper opened the floor for comments.

Jacob Fletcher inquired whether City Attorney Rush's point of contact had any vested interest in the investigation.

City Attorney Rush responded that the point of contact was a friend from law school and that this relationship had no relevance to City business.

Tamara Robbins questioned why this item was not on the agenda, emphasizing the need for public access to the proposed contract and the disclosure of the contact's name.

City Attorney Rush clarified that the contact's name was Administrative Law Judge Lynne Quimby-Pennock.

Mitch Glaeser agreed with the earlier comments and stated that he would like this process to focus on the future.

Rudy Rothseiden requested that the Commission proceed with the investigation.

Ben Boukari asked for the original motion for this item. He stated that what was proposed was outside the scope of the motion.

Bryan Buscher expressed his support for moving forward with the investigation.

City Attorney Rush explained that, due to the situation's urgency, she had conducted preliminary work and returned with a proposed contract.

Commissioner Williams stated that she did not believe an investigation was necessary to move forward in this matter.

Commissioner Ringersen expressed discomfort with the term "investigation," indicating that the Commission was merely requesting an interview.

Vice Mayor Potts stated that he still supported the idea of conducting an investigation.

Commissioner Brown clarified that the original intent was to conduct an independent exit interview, and she believed it would be wise to proceed with that plan.

City Attorney Rush noted that the Commission could modify the motion to focus on exit interviews if desired.

Commissioner Ringersen inquired whether someone familiar with the City Commission could conduct these interviews.

City Manager DaRoza mentioned that the City had utilized the Krizner Group for similar services in the past.

Vice Mayor Potts intended to modify his motion to reflect exit interviews.

City Attorney Rush indicated that she would update the contract to reflect this change.

Mayor Coerper noted that he regularly communicates with city staff and was unaware of any issues.

Commissioner Brown requested that the motion be restated for clarity.

City Attorney Rush stated, "We will employ Mark Barnaby to conduct exit interviews with all the planners to gather more information about the reasons for their resignations."

City Manager DaRoza expressed his desire to speak with anyone who would be involved with the interview. He mentioned that city staff had conducted exit interviews for two of the three individuals who resigned.

Ms. Robbins requested that the motion be restated.

Vice Mayor Potts amended his motion accordingly.

Vice Mayor Potts moved to amend his motion to hire or contract with Mark Barnaby to do exit interviews with the planners who have resigned; seconded by Commissioner Ringersen.

Ms. Robbins inquired whether City Manager DaRoza had instructed the City Human Resources (HR) department not to conduct exit interviews.

City Manager DaRoza clarified this matter.

Ms. Robbins expressed concern that HR did not conduct exit interviews for all the planners, noting that the issue extended beyond what Mark Barnaby could address.

Mayor Coerper pointed out that conducting exit interviews is not mandated by law.

Rudy Rothseiden mentioned that citizens had contacted him to ask about the situation and shared why some planners had left. He also wanted to know if new planners had been hired.

Bryan Boukari stated that two exit interviews had already been conducted, which he believed was sufficient.

Jacob Fletcher expressed his gratitude to City Attorney Rush for her work and transparency. He questioned why the Commission was concerned about the potential revelations from the interviews if nothing was wrong. He argued that hiring new personnel without understanding past events would be unwise.

Ben Boukari expressed his desire to avoid Commission meetings that extend until 1:00 a.m., as they had in the past.

Mayor Coerper requested that the motion be restated.

Vice Mayor Potts restated the motion.

Jennifer Ringersen - No
Shirley Green Brown - Yes
Dayna Williams - No
Edward Potts - Yes
Gib Coerper - No

City Attorney Rush expressed her gratitude to the Commission for the opportunity to work on this item.

VIII. COMMISSION COMMENTS/DISCUSSION

Commissioner Brown stated she served on a panel at the Matheson History Museum as part of the Alachua County Remembrance Project. She congratulated Cayden Parker.
She thanked:
*Apostle Nattiel for the prayer
* the citizens who spoke at the meeting
She stated she attended:
* A workshop with Levon Bracey
* Mathew Lewey Intergenerational Celebration

Vice Mayor Potts thanked the citizens who voiced their concerns at the meeting. He stated he attended:
* The UF Eye Opener.
* The Biz Bash at Santa Fe College
* Alachua Womens Club, who hosted the Flapper Fling

Commissioner Ringersen thanked the citizens who spoke at the meeting. She stated she would train people on how to engage with kids, and she would be at the Florida League of Cities for training. She also stated that she had been mentoring students. She asked Alachua Police Department Chief Sandusky to keep the City safe.

Mayor Coerper stated he watched basketball at Legacy Park. He said he encourages everyone to mentor the youth.

ADJOURN

Commissioner Ringersen moved to adjourn; seconded by Vice Mayor Potts.

Passed by unanimous consent.

CONSENT AGENDA

Consent Agenda items represent routine City operations and business. These items are approved at the beginning of the Regular City Commission meeting upon approval of the meeting agenda.

A) APPROVAL OF THE FEBRUARY 10, 2025, CITY COMMISSION MEETING MINUTES

ATTEST:	**CITY COMMISSION OF THE CITY OF ALACHUA, FLORDIA:**
_____________________________	_____________________________
Mike DaRoza, City Manager/Clerk	Gib Coerper, Mayor

Commission Agenda
Item

MEETING DATE: March 24, 2025
SUBJECT: March 10, 2025, City Commission Meeting Minutes
PREPARED BY: LeAnne Williams, Deputy City Clerk
RECOMMENDED ACTION:
Approve the minutes.

Summary

March 10, 2025, City Commission Meeting Minutes

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

COMMISSION GOALS

ATTACHMENTS

1. 25.03.10.M.CCM

Regular City Commission Meeting Minutes
March 10, 2025 at 6:00 PM

Mayor Gib Coerper
Vice Mayor Edward Potts
Commissioner Shirley Green Brown
Commissioner Jennifer Ringersen
Commissioner Dayna Williams

City Manager Mike DaRoza
City Attorney Marian Rush

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

CITIZENS PRESENT: Brenda Phillips, Connie Meyer, Tom Hubbard, Elliott Welker, Ben Boukari, Rudy Rothstein.
STAFF ATTENDING: Diane Amendola, Robert Bonetti, Kyler Burk, Michael Carrillo, Carson Crockett, Lisa Freeman, Damon Messina, Tony Love, Charles Nahrwold, Jesse Sandusky, Donna Smith, Rodolfo Valladares, LeAnne Williams, Tyler Williams, Cap Wilson, David Wisener

City Commission Meeting

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

CALL TO ORDER

Led by Mayor Gib Coerper.

INVOCATION

Led by Pastor James Bramblet, Calvery Baptist.

PLEDGE TO THE FLAG

Led by Mayor Coerper.

APPROVAL OF THE AGENDA

Commissioner Shirley Green Brown requested the Consent Agenda Item be moved to Item E.

Commissioner Jennifer Ringersen moved to approve the amended agenda; seconded by Vice Mayor Edward Potts.

Mayor Coerper opened the floor for comments.

Tamara Robbins thanked Commissioner Brown for moving the item.

Passed by unanimous consent.

APPROVE READING OF PROPOSED ORDINANCES AND RESOLUTIONS BY TITLE ONLY

Commissioner Dayna Williams moved to approve the reading of proposed ordinances and resolutions by title only; seconded by Commissioner Ringersen.

Passed by unanimous consent.

I. SPECIAL PRESENTATIONS

II. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA

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

Mayor Coerper opened the floor for comments.

Brian Crawford of Concept Companies gave an update on Momentum Labs.

III. COMMITTEE REPORTS/COMMITTEE APPOINTMENTS/CITY ANNOUNCEMENTS

A) APPOINTMENT TO THE SENIOR RESOURCES ADVISORY BOARD (SRAB)

Deputy City Clerk LeAnne Williams presented the appointment.

Deputy City Clerk Williams conducted the ballot process and announced the vote, with Asia Eichmiller receiving a majority of the votes.

Mayor Coerper asked the commissioners for questions or comments.

There were no questions or comments.

Commissioner Brown moved to appoint Asia Eichmiller to the Senior Resources

Advisory Board; seconded by Commissioner Ringersen.

Mayor Coerper opened the floor for comments.

There were no comments.

Passed 5-0 by roll call.

IV. PUBLIC HEARINGS AND ORDINANCES

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

V. AGENDA ITEMS

A) FACILITY USE AND TRAINING AGREEMENT BETWEEN THE CITY OF ALACHUA POLICE DEPARTMENT AND SANTA FE COLLEGE INSTITUTE OF PUBLIC SAFETY

Chief of Police Jesse Sandusky introduced the item and made recommendations.

Thomas Ackerman provided additional information.

Mayor Coerper asked the commissioners for questions or comments.

Mayor Coerper spoke highly of the program at Santa Fe College.

Vice Mayor Potts moved to authorize the Mayor and City Manager's signature by entering into an agreement between the City of Alachua Police Department and Santa Fe College Institute of Public Safety for facility use and training; seconded by Commissioner Williams.

Mayor Coerper opened the floor for comments.

Ms. Robbins asked about Flock Street Cameras and spoke against it.

Passed 5-0 by roll call.

B) RESOLUTION 25-04: URGING THE FLORIDA STATE LEGISLATURE TO ENACT LEGISLATION TO PROVIDE A PUBLIC RECORDS EXEMPTION FOR MUNICIPAL CLERKS AND EMPLOYEES WHO PERFORM MUNICIPAL ELECTIONS WORK OR HAVE ANY PART IN CODE ENFORCEMENT FUNCTIONS OF A CITY.

City Attorney Marian Rush read Resolution 25-04 by title only.

Deputy City Clerk Williams introduced the item and made recommendations.

Mayor Coerper asked the commissioners for questions or comments.

Commissioner Ringersen moved to adopt Resolution 25-04; seconded by Commissioner Brown.

Mayor Coerper opened the floor for comments.

Ms. Robbins asked for specifics on whom this legislation was intended to affect.

Deputy City Clerk Williams provided the information.

Passed 5-0 by roll call.

C) RESOLUTION 25-05: A RESOLUTION OF THE CITY OF ALACHUA, FLORIDA, OPPOSING SENATE BILL 1416 PREEMPTING MUNICIPAL ELECTION DATES; REPEALING ALL RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

City Attorney Rush read Resolution 25-05 by title only.

Deputy City Clerk LeAnne Williams introduced the item and made recommendations.

Mayor Coerper asked the commissioners for questions or comments.

Mayor Coerper stated the State continually attempts to take control from cities and give it to the State through legislation like this.

Commissioner Ringersen moved to adopt Resolution 25-05; seconded by Commissioner Williams.

Mayor Coerper opened the floor for comments.

Ms. Robbins stated she would like to see the City move the date of the runoff elections so that there would be more time between elections.

Rudy Rothseiden stated he would like to see the election date coincide with the General Election.

Passed 5-0 by roll call.

D) SETTLEMENT AGREEMENT BETWEEN GOVINDA CAROL, SIX OTHER PLAINTIFFS, AND THE CITY OF ALACHUA, IN CASE NO.: 2022-CA-3623, IN THE CIRCUIT COURT OF THE EIGHTH JUDICIAL CIRCUIT, IN AND FOR ALACHUA COUNTY, FLORIDA (REFERRED TO BELOW AS THE "CASE")

City Attorney Rush introduced the item and provided the staff report.

Mayor Coerper asked the commissioners for questions or comments.

There were no questions or comments.

Commissioner Ringersen moved for the City Commission of the City of Alachua to approve the attached Settlement Agreement and authorize the Mayor, Clerk, and City Attorney to sign it; seconded by Vice Mayor Potts.

Mayor Coerper opened the floor for comments.

Mr. Rothseiden asked if this meant tiny homes were not permitted and the City Code would remain unchanged.

City Attorney Rush affirmed this understanding.

Passed 5-0 by roll call.

E) RFQ 2025-01 HATHCOCK COMMUNITY AND HISTORICAL CENTER DESIGN AND CONSTRUCTION SERVICES

Purchasing Specialist Donna Smith introduced the item and made recommendations.

Mayor Coerper asked the commissioners for questions or comments.

Commissioner Brown asked when the qualifying packets were received.

Purchasing Specialist Smith stated on February 4, 2025, at 3:00 p.m.

Commissioner Brown asked where each firm was located.

Purchasing Specialist Smith provided the information.

Commissioner Brown asked who was on the selection committee and how those on the committee were selected.

Purchasing Specialist Smith provided a detailed explanation of the process.

Commissioner Brown stated she couldn't read the signatures and requested that, in the future, the selection committee print their names as well as sign-in.

Purchasing Specialist Smith stated the members of the selections committee were Rodolfo Valladares, David Wisener, and Damon Messina.

Commissioner Williams moved to accept the ranking as presented by the Selection Committee, authorize and direct staff to enter into negotiations with Monarch Design Group for the Hathcock Community and Historical Center Design and Construction Services, and upon agreed negotiations, authorize the City Manager to enter into a professional services contract with Monarch Design

Group; seconded by Commissioner Ringersen.

Mayor Coerper opened the floor for comments.

Ms. Robbins thanked Commissioner Brown for moving this item to the agenda. She stated since the signatures weren't clear, the names of the selection committee should be placed in the record. She recommended the Commission look into Wild Spaces Public Places for a matching grant. She asked if the neighboring property had been purchased. She asked if the historic building would be preserved. She asked for the cost of the project.

City Manager Mike DaRoza and Assistant City Manager Rodolfo Valladares provided additional information.

Commissioner Ringersen asked where Monarch Design was located.

Assistant City Manager Valladares provided the information.

Mr. Rothseiden spoke highly of Monarch Design.

Passed 5-0 by roll call.

VI. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA

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

Mayor Coerper opened the floor for comments.

Mr. Rothseiden asked if the City had received resumes from qualified planners. He asked how the remaining planner was handling the workload. He stated two of the city planners who had left contacted him and told him they felt pressured to do things they didn't feel comfortable doing. He requested the Commission pursue the facts of what happened and not let it go.

Bryan Buscher stated he requested an inventory report, which was to be provided to the Commission at the February 24, 2025, meeting. He stated he had difficulty getting the report.

Ms. Robbins thanked Vice Mayor Potts and Commissioner Brown for remaining steadfast in trying to discover what happened to the Planning Department. She requested the Commission pursue this action. She asked about live-streaming City Commission meetings.

Ben Boukari stated that the Cleather H. Hathcock Senior Community Center facility, a double-wide trailer, was given to the City from the County and that too much money had already been spent on it. He spoke of how the City had been investigated for other issues, and nothing came of it.

VII. COMMENTS FROM CITY MANAGER AND CITY ATTORNEY

City Attorney Rush stated David Theriaque thanked the Commission for passing Item D.

City Manager DaRoza stated he attended the Alachua Chamber of Commerce Luncheon, where the City received a $15,000 donation, which would be mainly used for scholarships to sports programs at Legacy Park. He congratulated Ms. Eichmiller.

VIII. COMMISSION COMMENTS/DISCUSSION

Commissioner Rignersen stated she attended:
1. training with the Florida League of Cities
2. the Basketball Banquet for 14 and under
3. Stick a Fork in Cancer at Mia Apá Restaurant

She congratulated Chief of Police Sandusky on the partnership with Santa Fe College. She announced the Great American Cleanup would be May 5, 2025, at 7:00 a.m.

Commissioner Brown thanked:
1. the citizens who spoke
2. Pastor Bramblet for the invocation

She stated she attended:
1. Stick a Fork in Cancer at Mi Apá
2. Florida Black Caucus
3. Special Olympics

Vice Mayor Potts thanked the citizens who spoke. He stated he attended:
1. Alachua Chamber of Commerce Luncheon
2. Stick a Fork in Cancer at Mi Apá
3. Builders Association Luncheon
4. Ralph Cellon's funeral
5. Boilermaker Ball in Indianapolis, IN

Mayor Coerper thanked the citizens who spoke. He stated he attended:
1. the Basketball Banquet for 14 and under
2. Ralph Cellon's funeral
3. Alachua Learning Academy as a volunteer

ADJOURN

Commissioner Ringersen moved to adjourn; seconded by Vice Mayor Potts.

Passed by unanimous consent.

CONSENT AGENDA

Consent Agenda items represent routine City operations and business. These items are approved at the beginning of the Regular City Commission meeting upon approval of the meeting agenda.

ATTEST:

CITY COMMISSION OF THE CITY OF ALACHUA, FLORDIA:

____
Mike DaRoza, City Manager/Clerk

____
Gib Coerper, Mayor