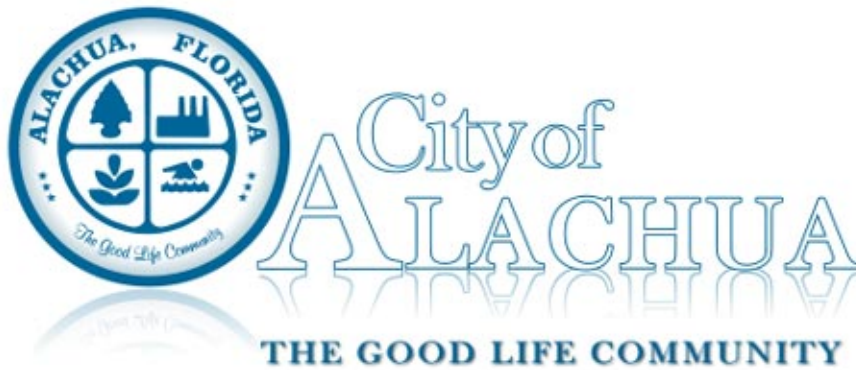




Regular City Commission Meeting Agenda October 25, 2021

Mayor Gib Coerper
Vice Mayor Shirley Green Brown
Commissioner Jennifer Blalock
Commissioner Dayna Miller
Commissioner Robert Wilford

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: October 25, 2021

Meeting Location: James A Lewis Commission Chambers
15100 NW 142 Ter.

CITY COMMISSION MEETING

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

CALL TO ORDER

INVOCATION

PLEDGE TO THE FLAG

APPROVAL OF THE AGENDA

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

I. SPECIAL PRESENTATIONS

II. COMMENTS FROM CITIZENS ON SUBJECTS NOT ON THE AGENDA

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

III. COMMITTEE REPORTS/COMMITTEE APPOINTMENTS/CITY ANNOUNCEMENTS

- A. Florida Department of Environmental Protection (FDEP) Workshop Report
- B. Suwannee River Water Management District (SRWMD) Meeting Report

IV. PUBLIC HEARINGS AND ORDINANCES

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

V. AGENDA ITEMS

- A. 2022 City Commission Calendar
- B. RFP 2021-03 Small Cities Community Development Block Grant (CDBG) - Coronavirus (CV) Grant Administration Services

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

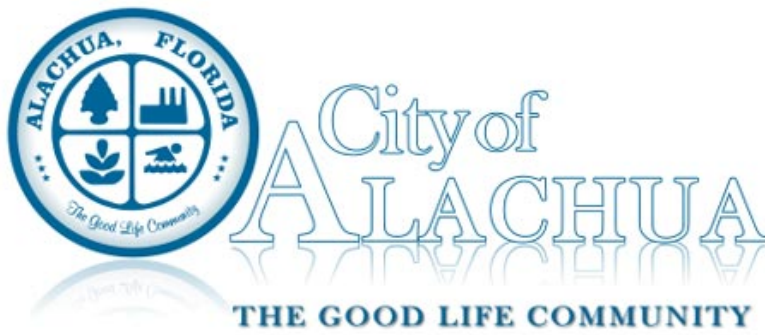
VIII.COMMISSION COMMENTS/DISCUSSION

ADJOURN

CONSENT AGENDA

CONSENT AGENDA ITEMS

Alachua Police Fleet Vehicles



Commission Agenda Item

MEETING DATE: 10/25/2021

SUBJECT: Florida Department of Environmental Protection (FDEP) Workshop Report

PREPARED BY: LeAnne Williams, Deputy City Clerk

RECOMMENDED ACTION:

Receive the report.

Summary

Commissioner Wilford serves as the Alachua City Commission delegate to the Suwannee River Water Management District (SRWMD) which is comprised of 15 counties in North Central Florida. Commissioner Wilford recently attended the FDEP Workshop.

ATTACHMENTS:

Description

- ▣ FDEP Workshop Report

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP)
RULE MAKING WORKSHOP NOTES (UNOFFICIAL)**

**LOWER SANTA FE AND ICHETUCKNEE RIVERS AND PRIORITY SPRINGS (LSFIR) MINIMUM FLOWS AND LEVELS
(MFLS) AND STATUS ASSESSMENT - SUWANNEE RIVER WATER MANAGEMENT DISTRICT (SRWMD)**

OCTOBER 14, 2021

**ROBERT W. WILFORD, COMMISSIONER
(ALACHUA CITY COMMISSION DELEGATE TO SRWMD)**

ALACHUA CITY COMMISSION MEETING

OCTOBER 25, 2021

NOTE: The Suwannee River Water Management District (SRWMD) encompasses all of Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee, Taylor, and Union Counties, and parts of Alachua, Baker, Bradford, Jefferson, Levy, and Putnam Counties.

NOTE: This workshop was held at the headquarters of *SRWMD* in Live Oak and was presented by representatives from *SRWMD* (Sean King) and *FDEP* (Stefani Weeks).

The purpose of the workshop was to discuss: (1) the *MFL* overview and update, (2) the *MFL* rule, (3) the influence of withdrawals, (4) past, ongoing, and future projects, (5) a strategy overview, and (6) receiving public comment. Following are highlights from the workshop:

- Although *SRWMD* provides major *MFL* oversight for the Counties located in North Central Florida, there is an overlap with the *St. Johns Water Management District (SJRWMD)* in some instances. This relationship between *SRWMD* and *SJRWMD* is referred to as the “*Partnership*.”
- *MFLS* are required as defined in *Florida Statutes, Section 373.042*, to wit, minimum flows and minimum water levels are the limit at which further withdrawals would be significantly harmful to the water resources or ecology of the area.
- *LSFIR Water Resource Values (WRVS)* as defined in *Section 62-40.473, Florida Administrative Code*, focus on 10 values regarding estuarine resources, the transfer of detrital material (dead organic material), the maintenance of freshwater storage and supply, the filtration/absorption of nutrients and other pollutants, and navigation. The top six *WRVS* for *LSFIR* include: (1) water quality, (2) aesthetic and scenic attributes, (3) fish and wildlife habitat, (4) sediment loads, (5) fish passage, and (6) recreation (boating and paddling).

- *The Santa Fe Basin* is outfitted with three measuring gages which are located at U.S. Highway 441 (Lower Santa Fe River), at Ft. White (Lower Santa Fe River), and at U.S. Highway 27 (Ichetucknee River): (1) **MFL Not Met** - Recovery strategy needed, (2) **MFL Met but Expected to Fall Below MFL for the Next 20 Years** - A prevention strategy is needed, and (3) **MFL Met and Expected to Be Met for the Next 20 Years** - No recovery or prevention strategy is needed. Based on the aforementioned reading(s) of the three river gages, it is anticipated a recovery strategy will be needed over the next 20 years for the Ichetucknee River and a prevention strategy will be needed for two Lower Santa Fe River areas.
- In *Chapter 62-42.200, Florida Administrative Code*, flow duration curve and frequency will be deleted and a flow and citation for outstanding Florida springs will be added.
- In *Chapter 62-42.300, Florida Administrative Code, Minimum Flows and Levels and Prevention and Recovery Strategies*, strikes several paragraphs from the existing rule; proposes *MFL for LSFIR and Priority Springs*; and incorporates by reference the regulatory component of a prevention and recovery strategy.
- In *Chapter 62-42, Florida Administrative Code*, the specific springs monitored by the aforementioned three gages are identified: (1) **Ft. White (Lower Santa Fe River)** - Poe, COL101974, Rum Island, Gilchrist Blue, Devil's Ear, July, and the Siphon Creek Rise, (2) **Highway 441 (Lower Santa Fe River)** - Treehouse, Hornsby, Columbia, and the Santa Fe River Rise, and (3) **Highway 27 (Ichetucknee River)** - the Springs group.
- Statutory recovery and prevention requirements are delineated in *Florida Statutes, 373,0421*, which must include: (1) the development of additional water supplies, (2) achieving recovery as soon as practicable or prevent the flow from falling below the *MFL*, (3) a phased-in approach/timetable, and (4) allowing for sufficient water supplies for all existing and projects which are for reasonable/beneficial uses to offset reductions in permitted withdrawals to the maximum extent practical.
- An updated prevention and recovery strategy is being developed by the Department. The 2015 strategy focused on the implementation of the preliminary regulatory strategies to protect the *MFL* water bodies from additional harm, the creation of water resource development project(s) concepts, and the implementation of water conservation measures.
- In *Florida Statutes, Section 373.805, Outstanding Florida Springs*, the minimum requirements are: (1) a list and prioritization of specific projects, (2) a breakdown of cost estimates and dates of completion, (3) the source(s) and amount of financial assistance required, (4) an estimate of benefits for each listed project, and (5) an implementation plan and target date to achieve the *MFL* no more than 20 years after the adoption of a recovery or prevention strategy has been identified. Following is a breakdown of withdrawals by authorization type and percentages relative to the "Partnership" relationship between *SRWMD* and *SJRWMD*:

Ichetucknee River Highway 27 - Partnership Area (82%), Non-partnership Area (18%): Domestic Self Supply (18%), General Permit by Rule (21%), and Individual Permit (61%).

Lower Santa Fe U.S. Highway 441 - Partnership Area (86%), Non-partnership Area (14%): Domestic Self Supply (10%), General Permit by Rule (2%), and Individual Permit (88%).

Lower Santa Fe Ft. White - Partnership Area (87%), Non-partnership Area (13%): Domestic Self Supply (14%), General Permit by Rule (27%), and Individual Permit (59%).

Following is a breakdown of withdrawals by use in the *Partnership* area:

Ichetucknee River - Highway 27: Agricultural (38%), Commercial/Industrial/Institutional (13%), Landscape/Recreation/Aesthetics (3%), Mining/Dewatering (2%), Power Generation (2%), and Public Supply (41%).

Lower Santa Fe - U.S. Highway 441: Agricultural (31%), Commercial/Industrial/Institutional (10%) Landscape/Recreation/Aesthetics (3%), Mining/Dewatering (2%), Power Generation (5%) and Public Supply 50%).

Lower Santa Fe - Ft. White: Agricultural (38%), Commercial/Industrial/Industrial (9%), Landscape/Recreation/Aesthetics (3%), Mining/Dewatering (2%), Power Generation (4%), and Public Supply (44%).

- **Project Concepts.** Following is a breakdown of proposed concepts:
 - Public Supply and Commercial/Industrial/Institutional - Water Conservation, Florida-friendly Landscaping, Stormwater Harvesting, Potable Reuse, Reclaimed Water, Treatment of Wetlands, and Recharge.
 - Agriculture - Acceleration of the Suwanee Area Program, Efficiency improvements such as the Installation of Soil Moisture Sensors, Pivot Retrofits, and Centralized Remote Control Systems.
 - Forest Management and Ecosystem Services - Manage Forests to Increase Groundwater Recharge.
- **Status and the Development of a Strategy and Next Steps**
 - Will apply best available information throughout the rule development process.
 - Rule development will include the regulatory portion of a strategy with both recovery and prevention components.
 - Objectives in developing a strategy will include: (1) meeting statutory requirements, (2) being recovery-based on a proportionate share of impacts, and (3) providing for protection of the resource and reasonable beneficial uses of water.
 - Review all public comments.
 - Review any project suggestions.
 - Develop regulatory strategy language to be presented at a future workshop.
- **Public Comments**
 - Speaker 1: Indicated conservation should be a top priority, climate change concerns should be strongly considered, irrigation should be limited to one day per week, and irrigation wells should be restricted.
 - Speaker 2: Indicated that, due to an expansion of a commercial medical marijuana facility in Gainesville, access to additional water will be required.

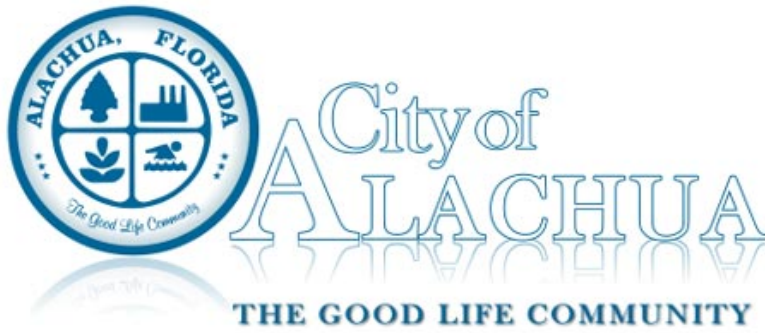
- Speaker 3: Voiced concerns regarding consumptive use permits.
- Speaker 4: Wanted to know the timeline for future workshops and was informed no timeline had been set at this time.
- Speaker 5: Asked about types of permits and was informed 2015 data is currently being used but updated data should be available in the near future.
- Speaker 6: Asked if a current list of projects is available and was informed one will be provided in the near future after the public hearings have been completed.
- Speaker 7: Asked about getting data from Georgia and was informed data can be obtained but is not included in Florida's MFL discussions.

NOTE (1): The deadline for submitting public comments is November 4, 2021. However, individuals should not hesitate to submit comments after this date as they may still be considered. Written questions/comments/suggestions should be submitted to: owp_rulemaking@floridadep.gov.

NOTE (2): For additional information contact: **Leroy Marshall, SRWMD**, at Leroy.Marshall@srwmd.org or (386) 362-1001, or **John Fitzgerald, SJRWMD**, at jfitzgerald@sjrwmd.com or (386) 329-4876.

"Pure water is the world's first and foremost medicine."

Slovakian Proverb



Commission Agenda Item

MEETING DATE: 10/25/2021

SUBJECT: Suwannee River Water Management District (SRWMD) Meeting Report

PREPARED BY: LeAnne Williams, Deputy City Clerk

RECOMMENDED ACTION:

Receive the report.

Summary

Commissioner Wilford serves as the Alachua City Commission delegate to the Suwannee River Water Management District (SRWMD) which is comprised of 15 counties in North Central Florida. Commissioner Wilford recently attended the SRWMD meeting.

ATTACHMENTS:

Description

▣ SRWMD Report

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT (SRWMD)
MEETING NOTES (UNOFFICIAL)**

OCTOBER 12, 2021

**ROBERT W. WILFORD, COMMISSIONER
(ALACHUA CITY COMMISSION DELEGATE TO SRWMD)**

ALACHUA CITY COMMISSION MEETING

OCTOBER 25, 2021

NOTE: The Suwannee River Water Management District (SRWMD) encompasses all of Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee, Taylor, and Union Counties, and parts of Alachua, Baker, Bradford, Jefferson, Levy, and Putnam Counties.

Call to Order. *Virginia Johns (Alachua - At Large Member), Chair*, called the meeting to order at 9:00 a.m.

Invocation. *Charles Keith (Lake City - At Large Member), Secretary/Treasurer*, delivered the invocation.

Roll Call. A roll call was taken and a quorum was achieved in accordance with District guidelines.

Amendments Recommended by Staff to the Agenda and Consent Items. *Chair Johns* briefed board members on this item. The consent agenda was ***approved unanimously.***

Public Comment. None.

Items of General Interest for Information/Cooperating Agencies and Organizations.

- **Hydrologic Conditions Report.** The report for September 2021 was presented. It was indicated that: (1) there was an average of 5.7" of rain in the District last month, (2) a surplus of 6.1" of water exists in the District, (3) rivers in Southern and North Central Florida are at 90% which is considered to be above normal, (4) Florida will probably experience a La Nina pattern through January 2022 which means warmer and drier conditions are expected, (5) there is one tropical depression in the Atlantic near Cuba with a 10% chance of strengthening but it is predicted not to head North and will be well away from the United States, and (6) average rainfall in the District for the past year was 5.9" leaving the District with a 6.4" surplus of water.
- **Cooperating Agencies.** Several representatives from the *Florida Department of Agriculture* and the *Florida Department of Environmental Protection* were recognized. They will be attending a workshop after the board meeting is adjourned.

- **Staff Recognition.** *Katelyn Porter, Outreach and Operations Division Director*, was recognized for completing five years of faithful and dedicated service to the District. *Bob Heeke, Office of Agriculture and Environmental Projects*, who will soon be retiring, was recognized for his many years of faithful and dedicated service to the District.

Legal Counsel Report. *Tom Reeves, Attorney at Law*, made the report regarding a *Second Amendment to the Amended Contract 16/17-244 for the Executive Director*. A salary increase of 6.5% was recommended. This item was ***approved unanimously*** as a consent agenda item.

Land Acquisition and Disposition Report. This report was included in the backup material for information purposes. A detailed chart of activities was attached for review.

Contract with Charles Ivey, DBA Ivey League Cleaning Services, LLC, for Custodial Services, in the amount of \$55,965. The District advertised a *Request for Proposal (RFP) Number 20/21-24* in July 2021. Four bids were received. The *RFP* requested that proposers include pricing for full custodial services for three days a week with pricing for daily sanitation services based on the *Center for Disease Control (CDC)* recommendations. A provision in the contract is included permitting the reduction or termination of COVID-related sanitization services in accordance with *CDC* guidance without penalty to the District. The contract with *Ivey League* will be for one year with the option of two, one-year renewals at the discretion of the District. This motion was ***approved unanimously***.

Employee Healthcare Insurance Coverages for Calendar Year 2022. The overall increase for the District will be \$48,412 which will include employee health, vision, dental, group term life, and long-term disability insurance coverages. This motion was ***approved unanimously***.

Permitting Summary Report. This report was included in the backup material for information purposes. It included information on the number of Water Wellfield permits issued in August 2021: Domestic (21), Public Supply/Commercial (6), Abandonment/Repair (6), Agricultural/Landscape (163), and Monitoring (7).

District Land Management and Twin Rivers State Forest Activity Summary. This summary was included in the backup material for information purposes. It included: (1) Staff removed trees from roads on the Santa Fe Swamp and Santa Fe River tracts, and (2) District contractors treated an infestation of kudzu on the High Springs Wellfield tract.

Contract with Flatwoods Forest Products, Inc., Lake Park, Georgia, for the Withlacoochee #4 Timber Sale in the Amount of \$198,203. The District issued an *Invitation to Bid (ITB) 20/21-025 WLR* on September 21, 2021, for timber located on the Withlacoochee Tract in Hamilton County. Three bids were received. This timber sale is for a 105 acre clear cut of slash pine and hardwood. Removing the offsite species will enhance groundcover and allow reforestation with longleaf pine to progress toward the desired future conditions of the tract. This motion was ***approved unanimously***.

Contract with M. A. Rogers, Inc., for the Ellaville #21 Timber Sale in the Amount of \$306,364.10. The District issued an *Invitation to Bid (ITB) 20/21-027 WLR* on September 1, 2021, for timber located on the Ellaville Tract in Madison County. This timber sale is for a 139 acre cut of slash pine and hardwood. Two bids were received. Removing the offsite species will enhance groundcover and allow reforestation with longleaf pine to progress toward the desired future conditions of the tract. This motion was ***approved unanimously***.

Agricultural Water Use Monitoring Report. This report was included in the backup material for information purposes. It included agricultural and water use stations with monitoring conditions. **Well Status** - Proposed (307), Pending (98), and Monitoring (1,420); **Monitoring Type** - Electric (706), Telemetry (264), Minor Use (448), and Self (2).

Contract with Alliance Dairies to Provide Agricultural Cost-Share Funding for Gilchrist and Levy Counties in an Amount not to Exceed \$230,000. This cost share project includes approximately 9,230 acres with crop rotation of corn, sorghum, triticale (dead organic material), and peanut. It is located in the *Eastern Water Supply Planning Area, Suwannee Basin Management Action Plan, and Fanning Manatee Springs Priority Focus Area*. This motion was **approved unanimously**.

Minimum Flows and Minimum Water Levels (MFL's) Update. A summary was provided regarding the MFL's for the District.

2021 Priority List for Establishment of Minimum Flows and Minimum Water Levels (MFL's). The District is required on an annual basis to identify priority water bodies for the establishment of MFL's and those listed water bodies which have the potential to be affected by withdrawals in an adjacent district for which the *Florida Department of Environmental Protection's (FDEP)* adoption may be appropriate. This priority list must be submitted by November 15 each year. Past year accomplishments included:

- The Lower Santa Fe and Ichetucknee rivers and Priority Springs MFL re-evaluation and status assessment were completed.
- Work on an updated MFL Recovery and Prevention Strategy was initiated in coordination with the *St. Johns River Water Management District (SJRWMD)* and the *Florida Department of Environmental Protection (FDEP)*.
- The evaluation and assessment MFL for Lake Butler was completed and the MFL rule was adopted on August 9, 2021.

This motion was **approved unanimously**.

Five-Year Water Resource Development Work Program Report. The District is required to submit a *Five-Year Water Resource Development Work Program* to FDEP. This requirement came into effect following approval of the *North Florida Regional Water Supply Plan* in January 2017. In addition to updating the implementation of the District's regional water supply plan, the work program lists basin management action plan projects funded through the District. This motion was **approved unanimously**.

Executive Director Announcements. *Hugh, Thomas, Executive Director*, delivered the report and stated he:

- Was very appreciative of the Board approving a salary increase amendment to his contract.
- Attended a groundbreaking ceremony last week regarding a project located at I-75 and Highway 47 which will carry wastewater to Lake City.

- Will be meeting with **Stephen M. Witt, Attorney at Law, Mayor of Lake City**, in the near future to discuss a road project in the City.

Reported that, **Earl Starnes, Cedar Key**, died on August 30, 2021. **Mr. Starnes** served on the District Board for fourteen years and was its Chair in 1986/87. His dedication to the District was par excellence.

- Reported that larger screens should be installed in the board room for next month's November 9th Board meeting.

Governing Board Comments. Several members thanked the Executive Director and staff for the excellent job they do in serving the District.

Adjournment. A motion was made to adjourn the meeting at 10:24 a.m. which was ***approved unanimously.***

Suwannee River Water Management District (SRWMD) - Vision and Mission Statements and Strategic Goals

Vision

Uniting the region in stewardship and awareness using innovative, science-based solutions to protect and restore our water resources.

Mission

To protect and manage water resources using science-based solutions to support natural systems and the needs of the public.

Strategic Goals. As part of its current strategic plan, the District identified five major areas in this document addressing environmental and operational issues in North Central Florida. They are: *Water Quality, Water Supply, Flood Protection, Natural Systems, and Mission Support.* Each area has specific goals with strategic initiatives promulgated to accomplish those goals. Following is a list of the five areas and goals for each area:

Water Quality

Goal: *Reduce Nitrate Levels to Achieve Water Quality Criteria.*

Water Supply

Goal: *Sustainably Manage District Water Resources.*

Flood Protection

Goal 1: *Reduce and Mitigate Flood Risks.*

Goal 2: *Encourage Non-structural Flood Plan Management Approaches.*

Goal 3: *Prepare Communities for Sea Level Rise Impacts.*

Natural Systems

Goal 1: *Establish Minimum Flows and Minimum Water Levels for Priority Bodies.*

Goal 2: *Steward District Lands to Balance the Need of Natural Resources and People.*

Goal 3: *Preserve and Protect Water Resources.*

Goal 4: *Optimize Public Use of District Lands.*

Mission Support

Goal 1: *Reduce Risks through the Management of Information and Data.*

Goal 2: *Maintain Institutional Knowledge.*

Goal 3: *Strengthen Stakeholder Relationships and Partnerships.*

SRWMD - Mailing Address

Suwannee River Water Management District, 9225 County Road 49, Live Oak, FL 32060

SRWMD - Telephone, Facsimile, and Website Contact Information

Telephone: (386) 362-1001

Facsimile: (386) 362-1056

Website: www.mysuwanneeriver.com

SRWMD - Staff Telephone Extension and Email Contact Information

Hugh Thomas, Executive Director	Hugh.Thomas@srwmd.org	(386) 647-3114
Ben Glass, Legislative and Governmental Affairs Chief	Ben.Glass@srwmd.org	(386) 362-0433
Stephen Schroeder, Administration Chief	Stephen.Schroeder@srwmd.org	(386) 362-0445
Pamela Shaw, Chief Financial Officer	Pamela.Shaw@srwmd.org	(386) 647-3111
Sharon Hingson, Records and Contract Manager	Sharon.Hingson@srwmd.org	(386) 647-3117
Jon Wood, Chief Information Officer	Jon.Wood@srwmd.org	(386) 362.0416
Paul Buchanan, GIS Program Manager	Paul.Buchanan@srwmd.org	(386) 647-3137
Ashley Stefanik, ERP and Environmental	Ashley.Stefanik@srwmd.org	(386) 647-3123

Compliance Regulatory Office Chief David King, Water Use and Water Well Construction Regulatory Office Chief	David.King@srwmd.org	(386) 647-3150
Sean King, Minimum Flows and Minimum Water Levels Office Chief	Sean.King@srwmd.org	(386) 647-3164
Douglas Durden, Office of Water Supply Sr. Engineer Scientist	Douglas.Durden@srwmd.org	(386) 362-0447
Tara Rodgers, Hydro Data Chief	Tara.Rodgers@srwmd.org	(386) 647-3108
Bill McKinstry, Land Management Chief	William.McKinstry@srwmd.org	(386) 647-3136
Leroy Marshall, Agriculture and Environmental Projects Chief Professional Engineer	Leroy.Marshall@srwmd.org	(386) 6473124

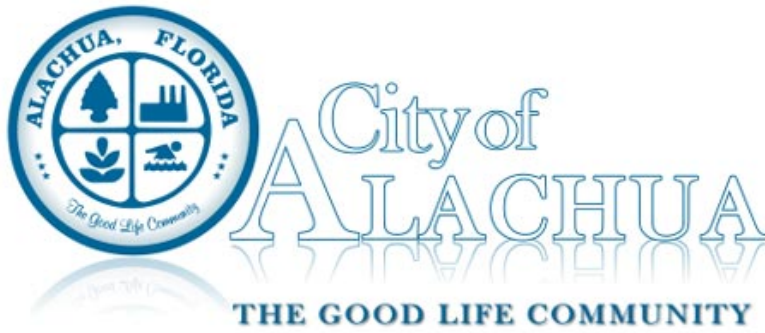
SRWMD - Board Member Email Contact Information and Representation Area

Virginia Johns, Chair	Virginia.Johns@srwmd.org	Alachua (At Large)
Richard Schwab, Vice Chair	Richard.Schwab@srwmd.org	Perry (Coastal River Basin)
Charles Keith, Secretary/Treasurer	Charles.Keith@srwmd.org	Lake City (At Large)
Dr. George Cole	George.Cole@srwmd.org	Monticello (Aucilla River Basin)
William Lloyd	William.Lloyd@srwmd.org	High Springs (Santa Fe and Waccasassa River Basin)
Larry Sessions	Larry.Sessions@srwmd.org	Live Oak (Upper Suwannee River Basin)
Harry Smith	Harry.Smith@srwmd.org	Lake City (At Large)
Larry Thompson	Larry.Thompson@srwmd.org	Bell (Lower Suwannee River Basin)

***"A grove of giant redwood or sequoias should be kept just as we keep a
great and beautiful cathedral..."***

***Optimism is a good characteristic, but if carried to excess, it becomes
foolishness. We are prone to speak of the resources of this
country as inexhaustible. This is not so!"***

Theodore Roosevelt



Commission Agenda Item

MEETING DATE: 10/25/2021

SUBJECT: 2022 City Commission Calendar

PREPARED BY: LeAnne Williams, Deputy City Clerk

RECOMMENDED ACTION:

Approve the Proposed 2020 City Commission Meeting Calendar.

Summary

The 2022 City Commission Meeting Calendar is proposed to resolve any conflicts with holidays and for the purpose of maintaining necessary timing for the proper notice and advertising of meetings and ordinances.

There are no holiday conflicts with the regular second and fourth Monday meetings.

It is recommended to continue the historical practice of having only one meeting in July and December. The proposed calendar includes the foregoing of the first meeting in July (July 11) and the second meeting in December (December 26).

The resulting 2022 City Commission Calendar as recommended would be:

January 10 & 24
February 14 & 28
March 14 & 28
April 11 & 25
May 9 & 23
June 13 & 27
July 25
August 8 & 22
September 12 & 26
October 10 & 24
November 14 & 28
December 12

ATTACHMENTS:

Description

☐ Calendar 2022

2022

January						
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30	31					

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27	28					

May						
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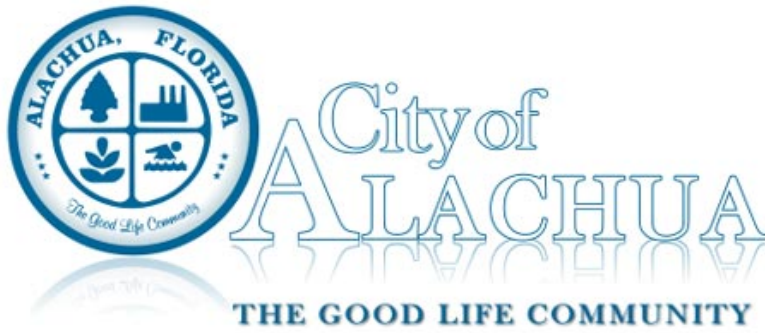
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26	27	28	29	30		

September						
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December						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Green = Commission eeting Dates

Red = Holidays



Commission Agenda Item

MEETING DATE: 10/25/2021

SUBJECT: RFP 2021-03 Small Cities Community Development Block Grant (CDBG) - Coronavirus (CV)

Grant Administration Services

PREPARED BY: Donna Smith, Purchasing Coordinator

RECOMMENDED ACTION:

- 1) Approve the recommended ranking for RFP 2021-03 as presented.
 - 2) Authorize the City Manager to enter into a contract with Summit Professionals, Inc. to complete work as needed under the provisions of RFP 2021-03 and to issue a Purchase Order in an amount not to exceed \$127,580.00 for Grant Administration and Grant Activity Delivery Services.
-

Summary

On October 1, 2021, the City solicited formal proposals from qualified vendors to provide Grant Administration Services for the Small Cities Community Development Block Grant (CDBG) - Coronavirus (CV).

The City received one (1) proposal in response to RFP 2021-03. The proposal qualified. The proposal was received from Summit Professionals, Inc.

Selection Committee members reviewed, evaluated and scored the proposal. The committee met, discussed and ranked the proposal as follows: First Ranked - Summit Professionals, Inc.

Staff recommends to award RFP 2021-03 to Summit Professionals, Inc. and to proceed entering into a contract with Summit Professionals, Inc.

FINANCIAL IMPACT: Yes

BUDGETED: No

AMOUNT: \$127,580.00

FUNDING SOURCE: Grants

COMMISSION GOALS:

Quality of Life, Community Enhancement, Strengthen Community Services

ATTACHMENTS:

Description

- ▢ RFP 2021-03 Proposal Summary Score Sheet

**City of Alachua
Proposal Summary Score Sheet
RFP 2021-03**

**Small Cities Community Development Block Grant (CDBG) – Coronavirus (CV)
Grant Administration Services**

Proposal 1:

	Proposal 1
Selection Committee Member 1	90
Selection Committee Member 2	94
Selection Committee Member 3	85
TOTAL SUMMARY	269

****Highest Summary Score is Ranked First****

1st Ranked – Summitt Professionals, Inc.

Ranking Date: October 19, 2021

Scoring Sheet for Evaluation of Request for Proposals
RFP 2021-03
Small Cities Community Development Block Grant (CDBG) - Coronavirus (CV)
Grant Administration Services

Criteria	Factors to Consider	Points Available	Proposal #1 Summit Professionals, Inc.	Notes
1.	Staff administration experience to include the total number of years' experience that the firm's staff has working with CDBG grants.	0-20	18	
2.	Firm's success in administering and closing out Regular Category and Economic Development CDBG grants.	0-20	18	
3.	Quality of the firm's proposed approach to administering the grant.	0-20	18	
4.	Number of letters of recommendation for CDBG services provided in the firm's proposal.	0-20	19	
5.	Proposed fee.	0-20	17	
6.	Minority Business Enterprise. Award 5 points if the firm is a MBE or WBE. This score is used only in the event of a tie for the highest total ranking.	0-5	0	
*Minority Business Enterprise **Women Business Enterprise		Total Score:	90	
			Max of 100 pts	

Committee Member: **SELECTION COMMITTEE MEMBER 1**
Date: 10/19/2021

Scoring Sheet for Evaluation of Request for Proposals
RFP 2021-03
Small Cities Community Development Block Grant (CDBG) - Coronavirus (CV)
Grant Administration Services

Criteria	Factors to Consider	Points Available	Proposal #1 Summit Professionals, Inc.	Notes
1.	Staff administration experience to include the total number of years' experience that the firm's staff has working with CDBG grants.	0-20	20	
2.	Firm's success in administering and closing out Regular Category and Economic Development CDBG grants.	0-20	20	
3.	Quality of the firm's proposed approach to administering the grant.	0-20	19	
4.	Number of letters of recommendation for CDBG services provided in the firm's proposal.	0-20	19 EA	
5.	Proposed fee.	0-20	18	
6.	Minority Business Enterprise. Award 5 points if the firm is a MBE or WBE. This score is used only in the event of a tie for the highest total ranking.	0-5		
*Minority Business Enterprise **Women Business Enterprise		Total Score:	96 EA	
			Max of 100 pts	

Committee Member: **SELECTION COMMITTEE MEMBER 2**

Date: 10/19/2021

Scoring Sheet for Evaluation of Request for Proposals
RFP 2021-03
Small Cities Community Development Block Grant (CDBG) - Coronavirus (CV)
Grant Administration Services

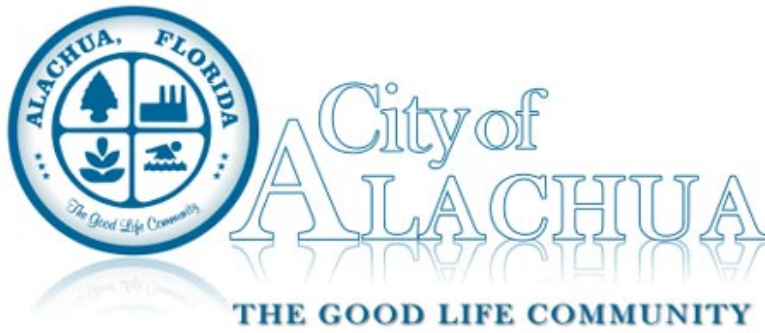
Criteria	Factors to Consider	Points Available	Proposal #1 Summit Professionals, Inc.	Notes
1.	Staff administration experience to include the total number of years' experience that the firm's staff has working with CDBG grants.	0-20	19	
2.	Firm's success in administering and closing out Regular Category and Economic Development CDBG grants.	0-20	19	
3.	Quality of the firm's proposed approach to administering the grant.	0-20	16	
4.	Number of letters of recommendation for CDBG services provided in the firm's proposal.	0-20	16	NONE IN PAST THREE YEARS
5.	Proposed fee.	0-20	15	
6.	Minority Business Enterprise. Award 5 points if the firm is a MBE or WBE. This score is used only in the event of a tie for the highest total ranking.	0-5	0	
		Total Score:	85	
			Max of 100 pts	

*Minority Business Enterprise

**Women Business Enterprise

Committee Member: SELECTION COMMITTEE MEMBER 3

Date: 10/19/2021



Commission Agenda Item

MEETING DATE: 10/25/2021

SUBJECT: Alachua Police Fleet Vehicles

PREPARED BY: Lt. Jesse Sandusky, Alachua Police Department

RECOMMENDED ACTION:

Authorize City Staff to issue a purchase order to Alan Jay Automotive Network in the amount of \$106,320.00 for the purchase of 4 Dodge Charger Police Vehicles.

Summary

The Alachua Police Department purchases new Dodge Charger police vehicles every year in order to rotate older vehicles out of service as they become too expensive to maintain. These vehicles are purchased using a Cooperative Purchasing Program such as the Florida Sheriff's Association Contract or other cooperatively bid contract to obtain the absolute lowest pricing available.

A quote was obtained from Alan Jay Automotive Network in the amount of \$106,320.00 for the purchase of 4 2021 Dodge Charger Police Vehicles based on the Sourcewell Contract (formerly NJPA).

FINANCIAL IMPACT: Yes

BUDGETED: Yes

AMOUNT: \$106,320.00

FUNDING SOURCE: General Fund

COMMISSION GOALS:

Strengthen Community Services

ATTACHMENTS:

Description

▢ Sourcewell Contract Quote Sheet



Call Us first, for all of your Fleet Automotive, & Light Truck needs.

Quote

PHONE (800) ALANJAY (252-6529)	DIRECT 863-385-9610	WWW.ALANJAY.COM	34272-1
Corporate Office	2003 U.S. 27 South Sebring, FL 33870	MOBILE 904-838-4999 FAX 863-402-4221	Mailing Address P.O. BOX 9200 Sebring, FL 33871-9200

ORIGINAL QUOTE DATE
10/20/2021

QUICK QUOTE SHEET

REVISED QUOTE DATE
10/20/2021

REQUESTING AGENCY	ALACHUA POLICE DEPARTMENT
CONTACT PERSON	JESSE SANDUSKY
PHONE	352-745-1772
MOBILE	
FAX	
EMAIL	JSANDUSKY@CITYALACHUA.ORG

SOURCEWELL (FORMERLY NJPA) CONTRACT # 2021 120716-NAF & 060920-NAF www.NationalAutoFleetGroup.com

MODEL LDDE48 26A MSRP \$35,555.00

2021 DODGE CHARGER POLICE V8 RWD

CUSTOMER ID BASE VEHICLE PRICE \$25,415.00

BED LENGTH SEDAN

** All vehicles will be ordered white w/ darkest interior unless clearly stated otherwise on purchase order.

FACTORY OPTIONS	DESCRIPTION	
PW7	BRIGHT WHITE CLEAR COAT	\$0.00
X5X9	Black, Heavy Duty Cloth Bucket Seats w/Vinyl Rear	\$115.00
EZH DFK	5.7L V8 HEMI MDS VVT, TRANSMISSION 8-SPEED AUTOMATIC 8HP70	\$0.00
AWC	Fleet Safety Group -inc: Blind Spot Power Fold Pursuit Mirrors, Exterior Mirrors w/Heating Element, Blind Spot & Cross Path Detection	\$345.00
CW6	DEACTIVATE REAR DOORS/WINDOWS	\$70.00
LNF LNX	BLACK LED LEFT HAND SPOTLIGHT.	\$350.00
GXQ	Additional Non-Key Alike Fobs -inc: 6 FOBs	\$145.00
TBH	Full Spare Tire Relocation Bracket	\$140.00
MDA	FRONT LICENSE PLATE BRACKET	\$0.00

CONTRACT OPTIONS	DESCRIPTION	FACTORY OPTIONS	\$1,165.00
NO-TEMP	TEMP TAG NOT REQUESTED, CUSTOMER WILL HANDLE THEIR OWN TAG WORK.		\$0.00

CONTRACT OPTIONS \$0.00

TRADE IN	VEHICLE TOTAL	\$26,580.00
	ACCESSORY TOTAL	\$0.00
	CUSTOMER PRICE	\$26,580.00
	YES WE TAKE TRADE INS ~~~ ASK ABOUT MUNICIPAL FINANCING ~~~	\$0.00

TOTAL COST LESS TRADE IN(S) QTY 4 \$106,320.00

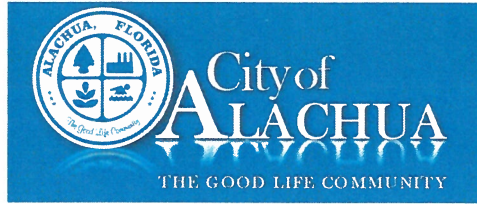
Estimated Annual payments for 60 months paid in advance: \$5,952.83 Extended: \$23,811.31
Municipal finance for any essential use vehicle, requires lender approval, WAC.

Comments STOCK UNIT VIN: [VIN NA], [VIN NA], [VIN NA], [VIN NA] READY FOR QUICK DELIVERY

VEHICLE QUOTED BY CHRISTY SELF GOVERNMENT ACCOUNT MANAGER christy.self@alanjay.com

"I Want to be Your Fleet Provider"

I appreciate the opportunity to submit this quotation. Please review it carefully. If there are any errors or changes, please feel free to contact me at any time.
I am always happy to be of assistance.



City Commission Meeting Sign In
October 25, 2021

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