

23718 W US HWY 27
High Springs, Florida 32643



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**CITY COMMISSION MEETING
AMENDED AGENDA
City Hall
23718 WEST US HWY 27**

APRIL 28, 2016

6:30 PM

CALL TO ORDER: MAYOR BYRAN D. WILLIAMS

INVOCATION: DISCIPLE VEGAVATI
HARE KRISHNA TEMPLE

PLEDGE OF ALLEGIANCE: MAYOR BYRAN D. WILLIAMS

ROLL CALL: JENNY L. PARHAM, CITY CLERK

APPROVAL OF AGENDA

APPROVAL OF MINUTES: APRIL 14, 2016 COMMISSION MEETING

PROCLAMATION DECLARING MAY 2 – 6, 2016 AS “TEACHER APPRECIATION WEEK”

PROCLAMATION DECLARING THE FIRST WEEK IN MAY AS “PERINATAL MENTAL HEALTH AWARENESS WEEK”

CONTINUED BUSINESS

1. **CONSIDER ORDINANCE 2016-04, AN ORDINANCE AMENDING CHAPTER 82 ARTICLE III “TREE REMOVAL” OF THE HIGH SPRINGS CODE OF ORDINANCES; REQUIRING A PERMIT FOR TREE REMOVAL OR TRIMMING; REQUIRING TREE SERVICE PROVIDERS CONDUCTING BUSINESS IN HIGH SPRINGS TO OBTAIN THE CITY’S BUSINESS LICENSE; DESIGNATING A CANOPY TREE PROTECTION ZONE; PROVIDING FOR SEVERABILITY; PROVIDING FOR AN EFFECTIVE DATE; AND PROVIDING FOR CODIFICATION.**
 - A. DISCUSSION AND CONSIDERATION IN PASSAGE OF ORDINANCE 2016-04 ON FIRST READING.

CITIZEN REQUESTS AND COMMENTS – FOR ISSUES NOT ON AGENDA (PLEASE STATE NAME FOR THE RECORD – LIMIT COMMENTS TO 5 MINUTES)

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NEW BUSINESS

- 1. DISCUSS AND DETERMINE APPROPRIATE SALARY INCREASE FOR CITY MANAGER.**
- 2. CONSIDER ORDINANCE 2016-06, AN ORDINANCE AMENDING THE ADOPTED 2015/2016 FISCAL YEAR BUDGET OF THE CITY OF HIGH SPRINGS; PROVIDING AN EFFECTIVE DATE.**
 - A. DISCUSSION AND CONSIDERATION IN PASSAGE OF ORDINANCE 2016-06 ON FIRST READING.**
- 3. REVIEW STATUS OF FARMER'S MARKET PAVILION AND PROVIDE DIRECTION TO STAFF.**
- 4. CONSIDER RESOLUTION 2016-F, A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA, DECLARING NW 231ST STREET IN THE CITY OF HIGH SPRINGS TO BE DESIGNATED WITH THE HONORARY DESIGNATION AS MARTIN LUTHER KING, JR. DRIVE; AUTHORIZING A BROWN HONORARY STREET SIGN BE PLACED BELOW THE OFFICIAL STREET SIGNAGE TO STATE "MARTIN LUTHER KING, JR. DRIVE"; REPEALING ALL RESOLUTIONS IN CONFLICT, AND ESTABLISHING AN EFFECTIVE DATE.**
- 5. DISCUSS RELOCATING THE DOWNTOWN CLOCK.**
- 6. REVIEW AND CONSIDER APPROVAL OF PLANS TO REFURBISH GAZEBO IN JAMES PAUL PARK.**

CITY ATTORNEY REPORT/UPDATE

CITY MANAGER REPORT/UPDATE

COMMENTS AND CONCERNS:

- 1. COMMISSIONERS**
- 2. MAYOR**

MOTION TO ADJOURN

PLEASE NOTE: PURSUANT TO SECTION 286.0105, FLORIDA STATUTES, IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED DURING THIS MEETING, HE OR SHE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT, A PERSON WITH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS TO PARTICIPATE IN CITY COMMISSION MEETINGS, SHOULD CONTACT THE OFFICE OF THE CITY CLERK, 110 N.W. 1ST AVENUE, HIGH SPRINGS, FLORIDA 32643, TELEPHONE (386)454-1416.

110 NW 1st Avenue
High Springs, Florida 32643
Web: www.highsprings.us



Telephone: (386) 292-3921
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Community Redevelopment Agency

NONPROFIT GRANT APPLICATION

APPROVAL PROCESS

Grant Proposals will be accepted by the CRA and reviewed for completion. The CRA Executive Director will evaluate the Grant Application and will make recommendations to the CRA Board for final approval. Funding will be assigned to complete proposals based on the following four (4) categories:

1. Qualifications of the organization to complete the project
2. If the organizations' objective meets the goals of the CRA Plan
3. The need for the proposed project within the community
4. The anticipated impact of the project in the area

GRANT PROPOSAL REQUIREMENTS

To be considered for CRA funding please submit your organization's proposal and adhere to the following guidelines:

1. Prepare the written proposal with the following instructions: (a) two pages maximum, (b) double space, (c) one inch margins.
2. In one (1) paragraph, explain your request amount and the organization's plans to spend the money.
3. In one (1) paragraph, explain how the organization's operation and program effectively correlates with the goals of the CRA Plan.
4. In one (1) paragraph, describe the needs of this project in the area based on your current work; analyzed data; existing community plans; or any other additional information that will support your request.
5. Prepare a five (5) minutes presentation for the Advisory Committee. This presentation is MANDATORY. Only one person from your organization will be allowed to present and answer questions from the CRA Board.

CHECKLIST OF DOCUMENTATION TO BE PROVIDED

Completed grant application

Grant proposal

IRS verification of tax-exempt status - Section 501 (c) (3) *Kiwanis is not tax exempt, it is non-profit.*

Photographs of the location or planned program/activity (6 or less)

For rehabilitation projects, provide a copy of Property Insurance Policy.

If grant funds are to be utilized for physical improvements to a leased property, please provide a copy of the lease agreement.

REQUIRED INFORMATION

(Failure to provide the following information may render the applicant's grant application incomplete)

Name of Organization Kiwanis Club of Santa Fe

Contact Name Tom Weller Title Member

Telephone 454-3163 Email Address thomasweller@briarwoodkw@windstream.net

Physical Address 21775 NW 154 Place

City, State, Zip Code High Springs, FL 32643

Requested Grant Amount: \$ 400 Total Project Cost: \$ 750.00

Identify the project/program location:

How will the grant funds be utilized? (Check all that apply)

Arts and Culture Infrastructure Improvement Parks/Open Space

Historic Preservation Growth and Economic Development

Other (Please specify) _____

CRA QUESTIONNAIRE

1. Has the organization received previous grant money from CRA?

YES _____ NO If yes, provide the following information: date awarded, amount of grant awarded and how the funds were utilized.

2. In the past three (3) years, has the organization been in default of any agreement with the CRA, City of High Springs, Alachua County or State of Florida?

YES _____ NO If yes, please explain.

3. Has your organization received any complaints regarding the program/project?

YES _____ NO If yes, please explain.

The applicant agrees to:

1. To comply with all federal, state and local rules and regulations with respect to the use of the grant funds.
2. To cooperate fully with the CRA in implementing the terms and conditions of any subsequent agreement, if awarded.
3. To accommodate any CRA request for information with respect to the grant.
4. To review the conflict of interest laws of the City of High Springs, Alachua County, and the State of Florida and agrees that it will fully comply in all respects with the terms and said laws and any future correspondence.
6. Applicant declares that no person or entity under its employ, presently exercising functions or responsibilities in connection with this grant application, has personal financial interests, direct or indirect, with the City of High Springs or the Community Redevelopment Agency.
7. Applicant declares that, in the performance of this Grant, no person or entity having such conflicting interest was utilized in respect to the Grant. Any conflict of interest(s) on the part of applicant and associated parties with respect to this grant application must be disclosed in writing to the CRA.

By signing, I certify that the information contained herein is true, complete and accurate to the best of my knowledge. Should any of the representations made herein change, I hereby acknowledge my obligation to immediately notify the CRA and update those representations.

Organization's Name: Kiwanis Club of Santa Fe
Applicant's Signature Title: Cathy Sayers
Print Name: Cathy Sayers Date April 14, 2016

(FOR OFFICIAL USE ONLY)

Date Application Received: _____

Board DECISION: Approved: _____ Denied: _____ Returned Incomplete: _____

Grant Amount Approved: _____

HIGH SPRINGS GAZEBO PROJECT:

IDEA: The Kiwanis Club of Santa Fe is proposing to refurbish the Gazebo located in James Paul Park. The total estimated cost is \$750.00. The Kiwanis Club of Santa Fe has approved a contribution of \$350.00 towards the refurbishment of the Gazebo. The requested grant amount is \$400.00. The idea is to make the Gazebo located in James Paul Park look a lot better than it is. Presently the square structure is about 16' square; supported at the corners with 4x4s about 10' tall; with 2 4x4s on each side delineating a doorway. The 2 front 4x4s breakup the opening so that people watching any performance must look through the 4x4s. The 4x4s would look a lot better if they looked like 6x6s. The sides and the back could keep the middle 4x4s as could the back. To remove the 2 front 4x4s we will need to provide better support for roof.

PROJECT: To support the front all we need to do is attach a 2x8 in front of the present one and have it overlap the 4x4s. We'll screw it to the 4x4s. This will allow the removal of the supporting 4x4s. We'll do the same in the rear, but won't remove the 4x4s. We'll wrap each of the remaining 4x4s in 1x6s narrowed to 4.5 so that, when attached to one on the side, it will look about 5.25"; or not quite a 6x6. The corner 45 degree stabilizers will be replaced with something more decorative. The 2 front 4x4s will be removed to provide an open front. Railings will be installed with 2x2 balusters along the two sides and back

To support the front and back we need two 2x8 16' long (not PT). (\$ 23.24)

There are 10 4x4s 9'10" tall.

To wrap them we need 40 1x6x10' boards (probably pine/not PT) (\$ 407.20)

For the railings we'll need some 2x4s of various lengths. (will need to measure the openings.) We'll need 2x4s on top and bottom. We'll need 2x2s placed at even intervals. The middle of each will probably need a foot to support it and avoid sagging. The top 2x4s can be beveled a little with the top being flat. Sanded the top will be smooth with no sharp edges.

2x4s:	#/length 8 / 10'	(\$ 32.40)
	3 / 8'	(\$ 8.58)
2x2s	#/length 56 / 8'	(\$92.40)

As for the ceiling, it will just be spray painted a light blue.

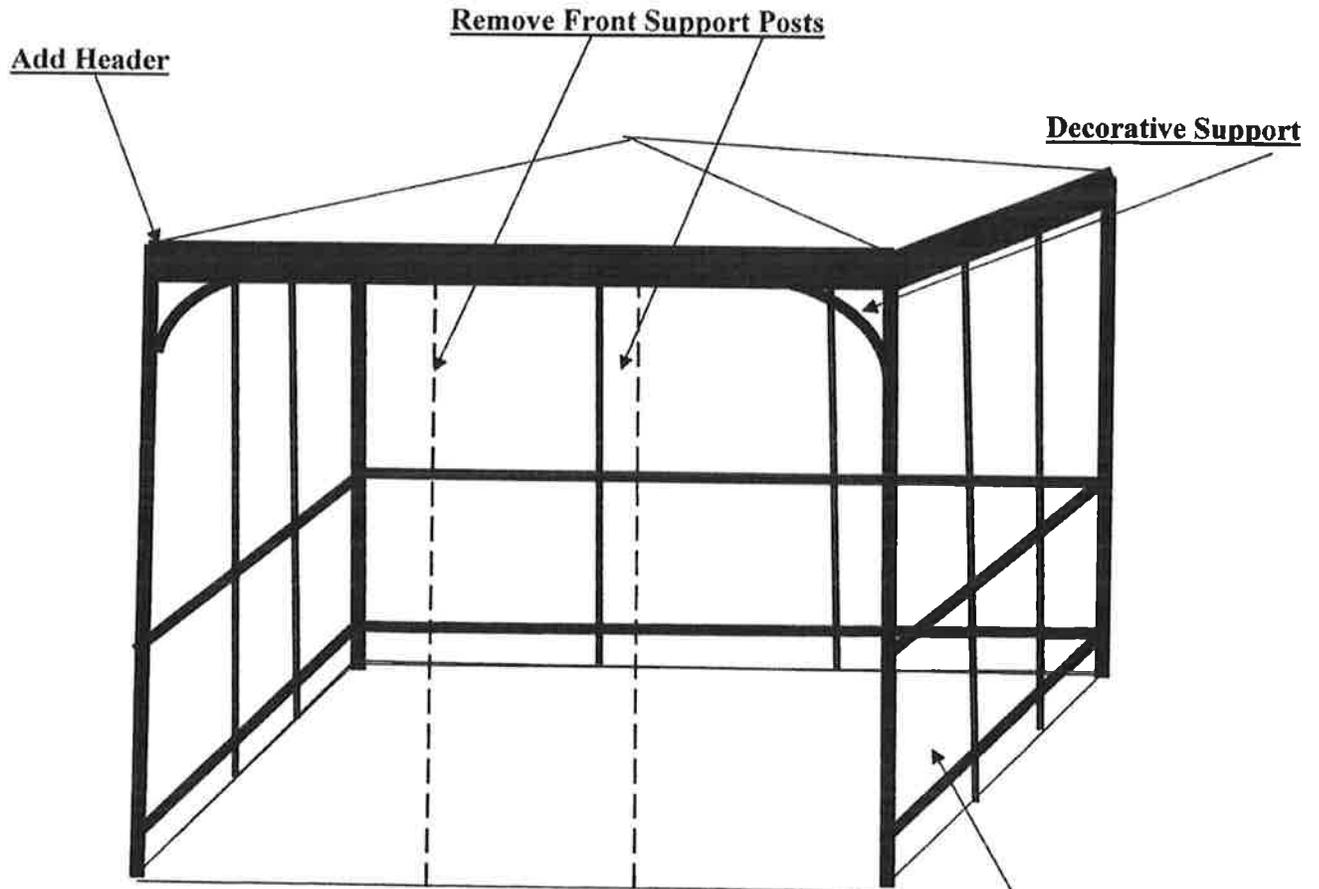
The fascia on each side could be fronted with some Hardiboard. Scott said it should slide under the drip edge. (6 x 12') (\$ 41.88)

CORRELATION WITH GOALS OF CRA: One of the objects of Kiwanis is community service. The refurbishment of the Gazebo by the Kiwanis Club of Santa Fe will not only improve a structure within the CRA district but will also improve the usability and appearance of the structure.

NEEDS OF THE PROJECT: With the MOM's event coming to High Springs this summer James Paul Park will be on display to citizens and visitors. The Gazebo has detreated and needs to be refurbished in order to enhance the area that citizens and visitors will experience during their visit to the MOM's event and for the future.

NOTE: The Parks and Recreation Advisory Board has reviewed and approved the proposed changes.

Proposed Gazebo Changes



Add Railings



In Addition:

- Pressure Wash Ceiling, etc.
- Paint Ceiling Light Blue
- Paint Wood (Neutral Color)

HIGH SPRINGS GAZEBO PROJECT (Rough Estimates)

ITEM	#	\$/unit	Cost
2x8x16	2	\$ 11.62	\$ 23.24
1x6x10 (not PT)	40	\$ 10.18	\$ 407.20
2x4x10	8	\$ 4.05	\$ 32.40
2x4x8	3	\$ 2.86	\$ 8.58
2x2x8	56	\$ 1.65	\$ 92.40
Hardiplank (12')	6	\$ 6.98	\$ 41.88
			\$ 605.70
TOTAL			
<i>Kiwanis of Santa Fe Contribution</i>			\$ 350.00 <i>plus labor</i>
Requested Grant Funds From CRA			\$ 400.00

KIWANIS CLUB OF SANTA FE
2015-2016 Officers/Directors

OFFICERS: 2015-2016

President: Cathy Sayers
Pres. Elect: Tom Hewlett
Vice Pres.: Cassandra Davis
Sec: Linda Hewlett
Treas: Sue Weller
Past Pres: Jerry Kiernan

DIRECTORS

Alvalyn Lancaster
Tom Weller
Alice Green
Ed Booth
John Durr

