

**CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING
AGENDA**

DATE: TUESDAY, JULY 21, 2020
TIME: 6:00 P.M.
PLACE: WILLISTON CITY COUNCIL CHAMBER

CALL TO ORDER

ROLL CALL

MEMBERS:

Mayor Jerry Robinson
President Charles Goodman
Vice-President Justin Head
Councilmember Debra Jones
Councilmember Marguerite Robinson
Councilmember Elihu Ross

OTHERS:

Interim City Manager Dennis Strow
City Attorney Fred Koberlein
City Clerk Latricia Wright

OPENING PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

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

ITEM – 2 – PUBLIC PARTICIPATION

ITEM – 3 – CONSENT AGENDA

- A. MINUTES: JULY 7, 2020 REGULAR CITY COUNCIL MEETING
- B. RESOLUTION 2020-29: A RESOLUTION APPROVING THE REPAIR AND INSTALL GAS PIPE AND INSTALL NEW VALVES ON LEAKING NATURAL GAS LINE, AUTHORIZING THE CITY COUNCIL PRESIDENT TO SIGN THE PURCHASE ORDER AND PROVIDING AN EFFECTIVE DATE.
- C. RESOLUTION 2020-33: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, RATIFYING THE CITY COUNCIL PRESIDENT’S EXTENSION OF THE STATE OF EMERGENCY ARISING FROM THE COVID-19 PUBLIC HEALTH EMERGENCY.
- D. RESOLUTION 2020-31: APPROVING AN AGREEMENT WITH WRIGHT-PIERCE FOR SERVICES REQUIRED IN THE RFP PROCESS TO SECURE A CONTRACT FOR SOLID WASTE COLLECTION SERVICE FOR THE CITY OF WILLISTON, AUTHORIZING FOR THE CITY COUNCIL PRESIDENT TO SIGN THE AMENDMENT AND PROVIDE AN EFFECTIVE DATE. – UTILITY DIRECTOR CJ ZIMOSKI
- E. RESOLUTION 2020-34; SETTING THE PUBLIC HEARING DATES PER TRIM REQUIREMENTS.
- F. RESOLUTION 2020-35 SETTING THE TENTATIVE MILLAGE RATE FOR FY 20/21 BUDGET YEAR.

CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING

ITEM – 4 – OLD BUSINESS

A. STAFF AND BOARD AND COUNCILOR UPDATES

- INTERIM CITY MANAGER DENNIS STROW
- NICK WILLIAMS: CRA
- ALBERT FULLER: PLANNING AND ZONING COMMISSION

ITEM – 5 – NEW BUSINESS

- A. RESOLUTION 2020-32: RE-APPOINTING ALBERT FULLER TO THE PLANNING AND ZONING COMMISSION FOR A PERIOD OF THREE YEARS; AND PROVIDING FOR AN EFFECTIVE DATE.- CITY PLANNER GORMAN
- B. DISCUSSION WITH POSSIBLE ACTION: GOLF CARTS IN THE CITY OF WILLISTON: COUNCILMEMBER JONES
- C. DISCUSSION WITH POSSIBLE ACTION: AIRPORT RE-STRUCTURING - AIRPORT MANAGER BENTON STEGALL
- D. DISCUSSION WITH POSSIBLE ACTION: AERO PARADISE SERVICES; PROVIDING SERVICE TO THE AIRPORT-AIRPORT MANAGER BENTON STEGALL
- E. DISCUSSION WITH POSSIBLE ACTION: PROCESS OF CITY MANAGER APPLICATIONS- COUNCIL
- F. DISCUSSION WITH POSSIBLE ACTION: WATER SUPPLY TO WILLISTON COMMUNITY RESOURCE: COUNCILMEMBER JONES
- G. DISCUSSION WITH POSSIBLE ACTION: REFERENDUM ON GENERAL ELECTION BALLOT- COUNCIL PRESIDENT GOODMAN
- H. DISCUSSION WITH POSSIBLE ACTION: PROPOSED REVISION OF CHAPTER 48- COUNCILMEMBER JONES

ITEM – 6 – PUBLIC PARTICIPATION

ITEM – 7 – ANNOUNCEMENTS

ITEM – 8 – ADJOURNMENT

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/CityOfWillistonFL>

CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING

You can also dial in using your phone.
(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (646) 749-3122
- One-touch: <tel:+16467493122,645230685#>

Access Code: 645-230-685

YouTube Link: <https://www.youtube.com/channel/UCKt1468kcNjBS2AYgOaBsRQ>
Clicking this link will enable you to see and hear the Council meeting.

**** Because this meeting is being held in person, Florida law requires that it be open to the physical presence of the public. To maintain proper health precautions, we will maintain 6' separations in the meeting room and we will offer additional seating in another area for the overflow if needed. Also, we encourage the use of face masks in the meeting room. (Limitation of 50 people)**

We invite you to continue participating in our council meetings via telephone or the Internet as we have been doing for the last several weeks. **

Council Meeting Procedures for members of the Public

1. All cell phones to be turned off when entering the Council Chambers;
2. Once the audience has taken their seat and the meeting begins, there will be no talking between audience members during the course of the Council meeting. If anyone continues to talk within the audience and is called down 3 times during the course of the meeting, on the third time that person will be escorted out of the Council meeting;
3. The audience must be recognized by the President before being allowed to address the Council;
4. The member of the audience that is recognized will proceed to the podium, state their name for the benefit of the City Clerk, prior to offering comments on a given matter;
5. The audience member will be limited to not more than 5 minutes to speak based on Resolution 2012-07;
6. There will be no personal attacks made by any member in the audience toward a sitting Council member and no personal attacks made by any Council member toward a member of the audience;
7. There will be no conversation between a member of the audience that has been recognized and any other member of the audience when speaking while at the podium;
8. If an audience member wants to speak more than the allotted 5 minutes allowed then that person should make a request to City Hall so that the item may be placed on the agenda.

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

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

In accordance with [Section 286.26, Florida Statutes](#), persons with disabilities needing special accommodations to participate in this meeting should contact the Mayor through the City Clerk's office no later than 5:00 P.M. on the day prior to the meeting.

**CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING
MINUTES**

DATE: TUESDAY, JULY 7, 2020
TIME: 6:00 P.M.
PLACE: WILLISTON CITY COUNCIL CHAMBER

CALL TO ORDER – AT 6:00 P.M.

ROLL CALL

MEMBERS:

Mayor Jerry Robinson
President Charles Goodman
Vice-President Justin Head
Councilmember Debra Jones
Councilmember Marguerite Robinson
Councilmember Elihu Ross (absent)

OTHERS:

Interim City Manager Dennis Strow
Finance Director Stephen Bloom
City Attorney Fred Koberlein
City Clerk Latricia Wright

OPENING PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

Mayor Robinson led the prayer and Pledge of Allegiance to the American flag.

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

Councilmember Robinson moved to approve the agenda. Councilmember Jones seconded. Motion carried by saying “Aye”. 4-0.

ITEM – 2 – PUBLIC PARTICIPATION

Mr. Albert Fuller and Mr. Vernon Bernard Chair of the Williston Community Resource Organization came before the Council asking for help with irrigation to their community garden which is located across from the Old Middle School. Mr. Fuller told the Council he had been discussing this with the old City Manager and they were looking to get water from the Wastewater program to help water the garden. Mr. Fuller explained they would be using a drip system to water the garden and is looking for help from the City per the conversation he had with the last City Manager. Councilmember Jones asked how big the garden was and Mr. Fuller replied 2 acres. Utility Director CJ Zimoski said the garden is within our service area and it would cost roughly around \$2,000 to install a water meter and tap to that area. Council asked to have this item put on the next agenda.

ITEM – 3 – CONSENT AGENDA – Councilmember Jones asked should Resolution 2020-26 be revised since the Attorney Fred Koberlein had sent the current Executive Order from the Governor. Attorney Koberlein replied the Council could approve the Resolution and he would update the Resolution at the next meeting. Councilmember Jones also stated that in the minutes on page 3, Mrs. Jones should be Mrs. Jenkins. Council President instructed City Clerk Wright to correct that in her notes. Councilmember Jones moved to accept the consent agenda with corrections. Vice-President Head seconded. Motion carried by say “Aye”. 4-0.

A. MINUTES: JUNE 16, 2020 REGULAR CITY COUNCIL MEETING

CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING

- B. RESOLUTION 2020-26: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, RATIFYING THE CITY COUNCIL PRESIDENT'S EXTENSION OF THE STATE OF EMERGENCY ARISING FROM THE COVID-19 PUBLIC HEALTH EMERGENCY.(PP 10-13)

ITEM – 4 – OLD BUSINESS –

A. STAFF AND BOARD AND COUNCILOR UPDATES

- INTERIM CITY MANAGER DENNIS STROW
Interim City Manager Strow updated the Council that the gas leak located at NW 7th St. and 3rd Ave. is now fixed and Interim Strow asked the Council if the City Clerk could continue to do Special Events. This was one of the duties that was taken away from the City Clerk. Council agreed to allow City Clerk Wright to continue with the Special Events for the City.

B. DISCUSSION WITH POSSIBLE ACTION: BLOCK 12 CLEAN UP- COUNCLMEMBER JONES

Councilmember Jones asked Mrs. Sharon Brannan to come and speak on this topic since she's the one that brought it before the Council at the last meeting. Mrs. Brannan said she is asking the Council for help in getting Block 12 cleaned up. Mrs. Brannan said she has gotten some estimates for the pressure washing and painting and the cost is between \$2,000 and \$19,000 and she's asking the Council, if the City could possibly help with the cost. Mrs. Brannan stated being Chair of the Board of Adjustment and Code Enforcement, it's frustrating because the codes are not as strict for businesses. City Planner Gorman told the Council that the CRA has already incorporated a plan for Block 12. Council instructed City Planner Gorman to work with property owners for Block 12 to see if she can get them on board with cleaning up their properties. Councilmember Jones asked to have the draft revision of Chapter 48 on the next agenda.

ITEM – 5 – NEW BUSINESS

A. DISCUSSION WITH POSSIBLE ACTION: REDUCTION OF CODE ENFORCEMENT LIEN ON PROPERTY LOCATED AT 18 SE 2ND AVE, NICOLA POWELL AND DEBRA TURCOTT

Nicola Powell and Debra Turcott asked the Council to either reduce or forgive the lien amount on property located at 18 SE 2nd Ave. Mrs. Powell said she has brought the property into compliance and she's looking to sell it, but she won't be able to sell it due to the lien amount. Mrs. Powell admitted to knowing when she purchased the property through a Tax Deed Sale that there was a lien on the property. Mayor Robinson told the Council they had previously discussed foreclosure on this property and if they are going to forgive the lien then why are we filing liens. Resident Joab Penney told the Council that he purchases property off the Tax Deed Sale and he believes that she should pay some of the lien because she's going to be making a profit when she sells the property. Mrs. Turcott discussed with the Council the plans she has on making the property more attractive and getting it back on the tax roll.

CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING

After much discussion Vice-President Head moved to reduce the lien amount to \$4,500.00. Councilmember Robinson seconded. Motion carried by saying "Aye". 4-0. Mayor Robinson said if the lien amount is not paid, it should be brought back before the Council for foreclosure.

B. DISCUSSION WITH POSSIBLE ACTION: EXTENSION OF CONTRACT WITH WASTEPRO FOR WASTE/RECYCLE PICK-UP IN THE CITY-DAYNA MILLER

Danya Miller with WastePro explained to the Council that the contract between the City and WastePro expires July 31, 2020 and she is requesting a short extension until September 30th, 2020 so WastePro could begin negotiations with the City. Mrs. Miller assured the Council that the level of services would not change due to the extension. Councilmember Jones moved to extend the contract until September 30th, 2020. Councilmember Robinson seconded. Motion carried by say "Aye". 4-0.

C. PRESENTATION OF FY 2019 AUDIT; HELEN PAINTER WITH PURVIS GRAY CERTIFIED PUBLIC ACCOUNTANTS

Helen Painter with Purvis Gray presented the audit to the Council. Mrs. Painter thanked the Finance team from Inframark, Mr. Stephen Bloom and Jennifer Andrews. Mrs. Painter said they were very helpful with getting them the information they needed. Mrs. Painter told the Council there were no audit adjustments, no material errors, and everything was closed properly. Mrs. Painter also discussed with the City to be aware that due to the Covid-19 all government agencies could be effected, examples; decrease in gas and sale taxes and utility bills. Mrs. Painter explained to the Council about the new Building Code Statute, which states they cannot charge excessive building code funds. Over all Mrs. Painter said the audit looked good. There was a decline in the General Fund and Airport Funds due to the Covid-19 and the City needs to take caution and develop guidelines for the Reserve Fund. No discussion from the Council, Councilmember Jones moved to accept the 2019 audit. Councilmember Robinson seconded. Motion carried by saying "Aye". 4-0.

D. DISCUSSION WITH POSSIBLE ACTION: REQUEST FOR FUNDS (\$75,000.00) FOR THE WILLISTON COMMUNITY ANIMAL SHELTER, INC. -INTERIM CITY MANAGER STROW

Council President Goodman read the letter from the Williston Community Animal Shelter into record. Mrs. Sue Ellen Goodman, treasure for the Animal shelter and Renee Nipper President, stood before the Council asking for the \$75,000 the City had agreed to give the shelter to help fund the building of the shelter. President Goodman asked if the City gives the \$75,000 to the nonprofit group, and for any reason this animal shelter does not get built, will the City get their money back. Mrs. Goodman said yes. After some discussion Councilmember Jones moved to present the Williston Community Animal Shelter with \$75,000 in contingent that the Council see progress within one year. Councilmember Robinson seconded. Motion carried by say "Aye". 4-0.

E. FINAL PUBLIC HEARING- ORDINANCE #681 AN ORDINANCE OF THE CITY OF WILLISTON, FLORIDA AUTHORIZING THE SUBMISSION OF

CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING

AMENDMENTS TO THE CITY CHARTER, AMENDING THE
COMPENSATION OF THE COUNCILMEMBERS AND MAYOR, TO THE
CITIZENS THROUGH A REFERENDUM; AND PROVIDING AN EFFECTIVE
DATE- MAYOR ROBINSON

Council President Goodman read Ordinance #681 into record. No comments from Council. Councilmember Jones moved to approve Ordinance #681 with an effective date of October 11, 2020. Councilmember Robinson seconded. Motion carried by saying "Aye". 4-0.

- F. RESOLUTION 2020-24: A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF WILLISTON, FLORIDA CALLING FOR AN ELECTION TO BE HELD
ON AUGUST 18, 2020, FOR THE SUBMISSION OF A PROPOSED
AMENDMENT TO THE CITY CHARTER RELATED TO THE COMPENSATION
OF THE COUNCILMEMBERS AND MAYOR; AND DIRECTING THE CITY
CLERK TO COORDINATE ARRANGEMENT FOR SAID ELECTION WITH THE
LEVY COUNTY SUPERVISOR OF ELECTIONS; AND DIRECTING THE
PUBLICATION OF NOTICE OF THE ELECTION.-COUNCIL PRESIDENT
GOODMAN.

Correction on date of election, should be August 18th not 25th. Councilmember Jones moved to accept Resolution 2020-25 with correct election date of August 18th, 2020. Vice-President Head seconded. Motion carried by saying "Aye". 4-0.

- G. SPECIAL EXCEPTION SE 2020-21: AN APPLICATION BY BUCK'N INC. PER
SECTION 60-375 FOR SALE OF ALCHOLIC BEVERAGES FOR PROPERTY
LOCATED AT 131 N MAIN STREET, BUILDING B, WILLISTON, FL. 32696
OWNED BY COUNTY TOWN INVESTMENTS, LLC. CITY PLANNER
GORMAN.

Swore in City Planner Gorman, Heidi Schweibert, Dr. Ken Schweibert, Sharon Brannan, Judy Yeager, Jeff Bridges, Donald Kreischer. City Planner Gorman presented Special Exception 2020-21 to the Council explaining Mr. Kreischer is looking to put a billiard at 131 N. Main St., and serve beer and wine on premise and per code this type of business is allowed at that location. Owner Donald Kreischer spoke to the Council about opening a billiard and serving alcoholic beverages. Mr. Kreischer stated this would be a family oriented spot and they would only be serving alcohol between the hours of 5 p.m. until midnight. He said mainly people would be there for pool tournaments. Mayor Robinson was concerned about the parking and no pedestrian walk way. Business owner Sharon Brannnan said she was concerned about the type of people that would be hanging around after hours and the loud music. Mr. Kreischer said there would be no booming music and there will be 10 parking spots available along with the Public parking across the street and he is willing to work together with the other business owners. Vice-President Head asked if there is no sale of alcohol, would he still consider opening a billiard. Mr. Kreischer answered no. City Planner Gorman said the Planning and Zoning Commission approved this item at their last meeting. After much discussion Vice-President Head moved to approve Special Exception 2020-21. President Goodman seconded. All in favor by saying "Aye", Vice-President Head and President Goodman, all Nay's Councilmember Jones and Councilmember Robinson. Motion failed.

CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING

H. DISCUSSION WITH POSSIBLE ACTION: INSTALLING PRIMARY ELECTRIC INFRASTRUCTURE TO AIRPORT PROPERTIES FOR FUTURE EXPANSION, UTILITY DIRECTOR CJ ZIMOSKI

Utility Director Zimoski, told the Council the City has a chance to provide electric to the airport, which at this time electric is being provided by Central Florida Electric. By providing electric we could save roughly \$30,000. After some discussion Council were in agreeance with providing service to the airport and asked Utility Director Zimsoki to proceed with the project

I. RESOLUTION 2020-25: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, APPROVING A SUPPLEMENTAL AGREEMENT WITH PASSERO ASSOCIATES, LLC, FOR BASIC AND SPECIAL SERVICES CONTEMPLATED BY THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY AND PASSERO ASSOCIATES, LLC, FOR A PRICE NOT-TO-EXCEED \$96,560.00. –AIRPORT MANAGER BENTON STEGALL

Airport Manager Stegall asked the Council about approving the Resolution for an Environmental study. Without the study, no one will be willing to look at the property located at the airport and the cost of the study is not to exceed \$96,560.00. The study will be good for 5 years. Mr. Stegall stated that the County is willing to provide an estimate of \$25,000 for the cost of the study. Mr. Stegall also told the Council that this project would be grant funded. After some discussion Councilmember Jones moved to approve Resolution 2020-25. Councilmember Robinson seconded. Motion carried by vote of “Aye”, Councilmember Robinson, Jones and Vice-President Head. Vote of “Nay” President Goodman. 3-1.

J. DISCUSSION WITH POSSIBLE ACTION: CHOOSING ONE OF THE FOLLOWING OPTIONS TO SECURE A WHOLESALE POWER AGREEMENT OR SUGGEST OTHER ALTERNATIVES:

(1). ACCEPT AND EVALUATE THE QUOTES PROVIDED FROM THREE WHOLESALE ELECTRIC SUPPLIERS CHOOSING ONE TO ENTER INTO A 3-5 YEAR CONTRACTUAL AGREEMENT WITH.

(2) ENTER INTO A CONTRACTUAL AGREEMENT WITH WRIGHT PIERCE WHO WILL PERFORM AN “INVITATION TO NEGOTIATE” SECURING AN ACCEPTABLE CONTRACT FROM WHOLESALE POWER PROVIDERS FOR THE CITY OF WILLISTON. PROPOSED RESOLUTION ATTACHED.

RESOLUTION 2020-27: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, APPROVING AN AGREEMENT WITH WRIGHT-PIERCE FOR SERVICES REQUIRED IN THE ITN PROCESS TO SECURE A CONTRACT FOR WHOLESALE POWER PURCHASING FOR THE CITY OF WILLISTON, FLORIDA, AUTHORIZING THE CITY COUNCIL PRESIDENT TO SIGN THE AMENDMENT AND PROVIDE AN EFFECTIVE DATE. UTILITY DIRECTOR CJ ZIMOSKI. AND DENNIS DAVIS WITH WRIGHT-PIERCE

Dennis Davis with Wright-Pierce presented a power-point to the Council for Wholesale Power Agreement showing different options the City has to purchase

CITY OF WILLISTON, FLORIDA
CITY COUNCIL MEETING

wholesale power. Mr. Davis said the City could buy a year and accept a contract from Duke Energy with an increase of 25% over current cost or they could go out for an RFP (Request for Proposal). Mr. Davis stated that the best option would be to negotiate through Wright-Pierce. Mr. Davis said he's been working with Jerry Warren with GE Warren and Associates on projects like this and they saved GRU (Gainesville Regional Utilities) money. Mr. Davis told the Council they would need to act on this soon, since they have to get the RFP's out by August 14th, 2020 and have the contract signed by September 8th, 2020. After some discussion Vice-President Head moved to accept Resolution 2020-27. Councilmember Jones seconded. Motion carried by saying "Aye". 4-0.

K. DISCUSSION WITH POSSIBLE ACTION: CRA & COUNCIL BUDGET WORKSHOP, CITY PLANNER JACKIE GORMAN

City Planner Gorman asked to set up a meeting with the Council to go over the CRA budget. Council instructed Mrs. Gorman to get with the City Clerk on setting up a schedule.

L. DISCUSSION WITH POSSIBLE ACTION: RESOLUTION 2020-28: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA SPECIFICALLY ADOPTING NEW RULES OF PROCEDURE FOR CITY COUNCIL MEETINGS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE. PRESIDENT GOODMAN

President Goodman presented Resolution 2020-28 to the Council. After some discussion, Councilmember Jones moved to approve the Resolution. Vice-President Head seconded. Motion passed by vote of saying "Aye" by Councilmember Jones, Vice-President Head and President Goodman, and, Councilmember Robinson with a vote of "Nay". 3-1.

ITEM – 6 – PUBLIC PARTICIPATION

Donald Palmer resident of Williston Crossing asked if the City had any plans to allow the use of golf carts in town. Interim City Manager Strow stated there are some restrictions with golf carts being driven on state roads. President Goodman was in favor and Councilmember Jones. Councilmember Jones asked to bring this item back to the next Council meeting.

ITEM – 7 – ANNOUNCEMENTS

Interim City Manager Strow advised the Council that he would be out on Friday and if anyone needed assistance they could reach him by phone or contact the City Clerk.

ITEM – 8 – ADJOURNMENT

Meeting adjourned at 10:20 p.m.

Date: July 21, 2020

COUNCIL AGENDA ITEM

TOPIC: Resolution 2020-29 Approving the Repair and Install Gas Pipe and Install New Valves on Leaking Natural Gas Line

REQUESTED BY: CJ ZIMOSKI

PREPARED BY: DANNY WALLACE

BACKGROUND / DESCRIPTION:

LEGAL REVIEW:

FISCAL IMPACTS:

RECOMMENDED ACTION: Approve

ATTACHMENTS:

COMMISSION ACTION:

APPROVED

DISAPPROVED

RESOLUTION 2020 - 29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, , FLORIDA, APPROVING THE REPAIR AND INSTALL GAS PIPE AND INSTALL NEW VALVES ON LEAKING NATURAL GAS LINE, AUTHORIZING THE CITY COUNCIL PRESIDENT TO SIGN THE PURCHASE ORDER, AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The City of Williston has determined that it needs to have emergency repair and replace leaking natural gas tee section that is leaking and replace 2" valve and provide a 45minute 100psi test and tap and stop fittings in order to abandon existing tee section; and,

WHEREAS, Florida Gas Utility has bid this project on the City's behalf, received bids, tabulated Those bids, and determined a low bidder; and,

WHEREAS, Equix Energy Services, LLC (formerly R.A.W. Construction, LLC) is the low bidder; and,

WHEREAS, Equix Energy Services, LLC is the low bidder;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Williston, Florida, as follows:

SECTION 1. The above recitals are true and accurate and are made a part of this resolution.

SECTION 2. The City Council hereby approves the repair on natural gas line and authorizes the City Council President to execute the necessary paperwork to complete the purchase.

SECTION 3. This resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED at a meeting of the City Council this 20th day of July, 2020

CITY OF WILLISTON, FLORIDA

Charles Goodman, President
Williston City Council

APPROVED AS TO FORM AND LEGALITY:

ATTEST: Latricia Wright
City Clerk

Frederick L. Koberlein, Jr.
City Attorney

CITY COUNCIL RESOLUTION NO. 2020-33

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, RATIFYING THE CITY COUNCIL PRESIDENT'S EXTENSION OF THE STATE OF EMERGENCY ARISING FROM THE COVID-19 PUBLIC HEALTH EMERGENCY.

WHEREAS, Novel Coronavirus Disease 2019 (COVID-19) is a severe acute respiratory illness that can spread among humans through respiratory transmission and presents with symptoms similar to those of influenza; and

WHEREAS, on March 1, 2020, the Governor issued Executive Order number 20-51 directing the Florida Department of Health to issue a Public Health Emergency; and

WHEREAS, on April 3, 2020, the Governor issued Executive Order 20-91 and Executive Order 20-92 directing all persons in Florida to limit their movements and personal interactions outside of their home only to those necessary to obtain or provide essential services or conduct essential activities; and

WHEREAS, on April 29, 2020, the Governor issued Executive Order 20-112 initiating "Phase 1: Safe. Smart. Step-by-Step. Plan for Florida's Recovery"; and

WHEREAS, on May 8, 2020, the Governor issued Executive Order 20-114 extending the statewide state of emergency until July 7, 2020; and

WHEREAS, on June 5, 2020, the Governor's Executive Order 20-139 initiated "Phase 2: Safe. Smart. Step-by-Step. Plan for Florida's Recovery" and extended the exceptions provided for in Executive Order 20-69, relating to local government meetings, until June 30, 2020; and

WHEREAS, on July 7, 2020, the Governor issued Executive Order 20-166 extending the statewide state of emergency, as well as those exceptions provided for in Executive Order 20-69, until September 5, 2020; and

WHEREAS, pursuant to Section 2.03, of the City Charter, the Mayor may extend the City's state of emergency related to COVID-19, and the President shall assume all the powers and duties of the Mayor's office in the temporary absence

or disability of the Mayor; and

WHEREAS, the Mayor has issued his Proclamations extending the current state of emergency, copies of which are attached hereto as "Exhibit A"; and

WHEREAS, the City Council, in order to protect the welfare and safety of the citizens of the City and their property and out of an abundance of caution, finds that the Mayor's declaration of a state of emergency should be ratified or confirmed by the City Council in an open meeting.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are all true and accurate and are incorporated herein and made a part of this resolution.

Section 2. The City Council ratifies and extends the state of emergency declared pursuant to the Mayor's Proclamations as well the provisions included in City Council Resolution 2020-17.

Section 3. This resolution is effective immediately upon adoption.

PASSED AND ADOPTED at a meeting of the City Council this ____ day of July, 2020.

CITY OF WILLISTON, FLORIDA

By: _____
Jerry Robinson, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

By: _____
Latricia Wright, City Clerk

By: _____
Frederick L. Koberlein, Jr.
City Attorney

STATE OF FLORIDA

OFFICE OF THE GOVERNOR

EXECUTIVE ORDER NUMBER 20-166

(Emergency Management – Extension of Executive Order 20-52 – COVID-19)

WHEREAS, on March 9, 2020, I issued Executive Order 20-52, declaring a state of emergency for the entire state due to COVID-19; and

WHEREAS, on March 25, 2020, President Donald J. Trump approved my request and declared a Major Disaster due to COVID-19 in Florida; and

WHEREAS, on June 3, 2020, I issued Executive Order 20-139, implementing Phase 2 of my Safe. Smart. Step-by-Step. Plan for Florida’s Recovery; and

WHEREAS, I, as Governor of Florida, am committed to providing all available resources and assisting all Floridians and our local communities with their efforts; and

WHEREAS, no state of emergency declared pursuant to the Florida Emergency Management Act may continue for more than 60 days unless renewed by the Governor; and

WHEREAS, the impact of COVID-19 poses a continuing threat to the health, safety and welfare of the State of Florida and its residents.

NOW, THEREFORE, I, RON DESANTIS, as Governor of Florida, by virtue of the authority vested in me by Article IV, Section 1(a) of the Florida Constitution and by the Florida Emergency Management Act, as amended, and all other applicable laws, promulgate the following Executive Order, to take immediate effect:

Section 1. The state of emergency declared in Executive Order 20-52, as extended by Executive Order 20-114, will be extended for 60 days following the issuance of this order for the entire State of Florida.

Section 2. To the extent Executive Order 20-139, Phase 2: Safe. Smart. Step-by-Step. Plan for Florida's Recovery, amended or extended any executive order related to COVID-19, the referenced executive orders shall remain in effect, as modified.

Section 3. All actions taken by the Director of the Division of Emergency Management as the State Coordinating Officer with respect to this emergency before the issuance of this Executive Order are ratified, and he is directed to continue to execute the State's Comprehensive Emergency Management Plan and other response, recovery, and mitigation plans necessary to cope with the emergency.

Section 4. Except as amended herein, Executive Order 20-52, extended by Executive Order 20-114, is ratified and reaffirmed.



IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Great Seal of the State of Florida to be affixed, at Tallahassee, this 7th day of July, 2020.



RON DESANTIS, GOVERNOR

ATTEST:



SECRETARY OF STATE

FILED
2020 JUL -7 AM 10:08
TALLAHASSEE FLORIDA

Date: 7/16/2020

COUNCIL AGENDA ITEM

DISCUSSION: Approve contractual agreement with Wright Pierce for engineering services related to an RFP for a new solid waste contract.

REQUESTED BY: CJ Zimoski

PREPARED BY: CJ Zimoski

BACKGROUND / DESCRIPTION:

LEGAL REVIEW:

FISCAL IMPACTS: \$30,000

RECOMMENDED ACTION: Approve contracting Wright Pierce to perform RFP for a Solid Waste Contract.

ATTACHMENTS:

CONTRACT RESOLUTION MAP
 LEASE OTHER DOCUMENTS

CONSULTANT OR PARTY TO ACTION HAS BEEN NOTIFIED

COUNCIL ACTION:

APPROVED

DISAPPROVED

July 15, 2020
W-P Project No. T15598

CJ Zimoski, Public Works and Utilities Director
City of Williston, FL
50 North West Main Street
Williston, FL 32696

Subject: Williston Solid Waste Collection Request for Proposals

Dear Mr. Zimoski,

Wright-Pierce would like to thank the City of Williston for the opportunity to submit this proposal to provide professional engineering services for the development of a Request for Proposals (RFP) associated with the City's Solid Waste Collection Agreement. This proposal is based on our past conversations and presents our understanding of the needed scope of services, proposed fee, and schedule for the project.

PROJECT BACKGROUND AND UNDERSTANDING

The City of Williston provides solid waste collection service to its residents through a contract with Waste Pro. The City entered into the agreement with Waste Pro in 2017. The contract was set to expire on July 31, 2020. However, Waste Pro agreed to a two-month extension that will extend service until September 30, 2020. Thus, the City must solicit new bids for solid waste collection service and execute a new contract ahead of the expiration of the existing contract.

PROPOSED SCOPE OF SERVICES

Wright-Pierce will team with Innovative Technical Solutions to perform the following services in the development and implementation of the RFP process:

TASK 1: IMPLEMENT RFP PROCESS

1. **Project Kickoff Meeting:** The purpose of this meeting will be to introduce all team members and establish their roles and responsibilities; review the scope of work, schedule and budget; provide an official request for information; and discuss the critical success factors.
2. **City Council Meeting(s):** Attend up to four City Council meetings to discuss the proposal, present findings and present the final contract.
3. **Service Needs Analysis:** Conduct an analysis of the current solid waste program. The project team will work with the City to understand what type of waste collection is handled by the City, the current level of service provided for each sector (e.g., residential, commercial, institutional), the level of service goals as outlined in the comprehensive plan, and any additional service needs that the City staff envisions for the future contract. This may also include a qualitative



- evaluation of the economic benefits and costs of material diversion options based on the size and location of the City.
4. Evaluate Piggy Backing Options: Evaluate options and opportunities for piggybacking on the existing hauling contract of the surrounding communities (City of Gainesville, Alachua County, Levy County, or Marion County). With this approach, if feasible, the City may be able to avoid the RFP process.
 5. Develop Request for Proposal (RFP): Review the data provided by the City. Using the data, develop a draft RFP and provide it to the City for review. Upon receipt of the City's comments, update the draft RFP.
 6. Identify Qualified Bidders: Based on knowledge of the solid waste collection industry, we will identify qualified solid waste collection companies, hold preliminary discussions, notify them of the upcoming solicitation, and gauge/stimulate interest to participate in the RFP process.
 7. Implement Procurement Process: Issue the official RFP, hold a formal pre-proposal meeting (may be telephonic/virtual), answer questions from vendors, accept and tabulate RFP responses. Evaluate all submittals and make final recommendation to the City.

DELIVERABLES

Wright-Pierce will provide the following deliverables:

1. Kickoff Meeting agenda and minutes.
2. Draft and final versions of the RFP.
3. Summary of RFP responses.
4. Letter of recommendation for lowest cost/highest benefit solid waste collection arrangement.
5. Up to four Agenda Item Cover Sheets, Resolution and presentation material for City Council meetings.

EXCLUSIONS AND LIMITATIONS

The following are limitations and exclusions to this scope of work:

1. Wright-Pierce will not provide any legal services and assumes that the City's Attorney will assist in the development and review of contractual documents.

FEE ESTIMATE

We propose to complete the services as a lump sum basis for a total fee of **\$30,000**.

PROPOSED SCHEDULE

We recognize that the schedule is critical to the overall success of the project and we will work diligently to achieve the schedule below. However, it must be noted that the schedule leaves very little leeway if any issues arise. Below is a summary of expected schedule, assuming a Notice to Proceed is given on July 22, 2020:



Scope Item	Estimated Start Date	Estimated Completion Date
Notice to Proceed	July 22, 2020	
Perform service needs evaluation	July 22	July 29
Evaluate piggyback options	July 22	July 29
Develop RFP	July 22	August 14
Advertise RFP	August 17	August 31
Review Responses	September 1	September 4
Negotiate Contract	September 7	September 15
Prepare City Council agenda package	September 15	September 16
City Council approves and executes agreement	September 22	September 22
New solid waste agreement to begin	October 1, 2020	

We appreciate the opportunity to present this proposal and to serve the City of Williston. Should you have any questions or require additional information, please do not hesitate to contact me at (407) 785-5794 or at the e-mail address below.

Sincerely,
 WRIGHT-PIERCE

Dennis Davis, PE
 Senior Client Service Manager
dennis.davis@wright-pierce.com

cc: *Bartt Booz, W-P*
Steve Hallowell, W-P



Williston Solid Waste Collection RFP

Contract Acceptance Signatures

Engineer: **Wright-Pierce, Inc.**

Owner: **City of Williston**

By: 
Signature

By: _____
Signature

Date: 7/15/2020

Date: _____

Steven C. Hallowell, PE

Vice President

City Council President

RESOLUTION 2020 - 31

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, APPROVING AN AGREEMENT WITH WRIGHT-PIERCE FOR SERVICES REQUIRED IN THE RFP PROCESS TO SECURE A CONTRACT FOR SOLID WASTE COLLECTION SERVICE FOR THE CITY OF WILLISTON, AUTHORIZING THE CITY COUNCIL PRESIDENT TO SIGN THE AMENDMENT AND PROVIDE AN EFFECTIVE DATE.

WHEREAS, the City of Williston entered into a solid waste agreement with WastePro in 2017 with a termination date of July 31, 2020 which has been extended to September 30, 2020; and **WHEREAS**, it has been determined that it is in the best interest of the City of Williston to issue an Request for Proposal (RFP) with solid waste hauling contractors; and **WHEREAS**, Wright-Pierce an Engineer of Record for engineering services approved by the City of Williston City Council has been selected to develop and solicit a RFP on behalf of the City of Williston. Securing a contractual agreement for solid waste collection beginning October 1, 2020.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Williston, Florida, as follows:

SECTION 1. The above recitals are true and accurate and are made a part of this resolution.

SECTION 2. The City Council hereby approves the task authorization with Wright-Pierce, approves City Staff to move forward with the RFP process, and authorizes the City Council President to sign the Amendment.

SECTION 3. This resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED at a meeting of the City Council this 21st day of July, 2020.

CITY OF WILLISTON, FLORIDA

ATTEST:

By: _____
Charles Goodman, Council President

BY: _____
Latricia Wright, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Frederick L. Koberlein, Jr., City Attorney

Date: July 21, 2020

COUNCIL AGENDA ITEM

RESOLUTION 2020-34: SETTING THE PUBLIC HEARING DATES PER TRIM REQUIREMENTS

REQUESTED BY: FINANCE DIRECTOR **PREPARED BY:** FINANCE DIRECTOR

BACKGROUND / DESCRIPTION: The TRIM (Truth in Millage) provisions require that the City of Williston set the first public hearing to establish the budget and millage for the 2020-21 fiscal year no later than August 4, 2020. The hearings for the City of Williston must occur after 5:00 pm and cannot take place on the dates that the Levy County School Board and Levy County Board of County Commissioners have set to hold their millage/budget hearings. The Levy County School Board hearings are tentatively scheduled to take place on August 3rd and September 10th. The Levy County Board of County Commissioners is tentatively scheduled to hold their hearings on September 8th and September 22th.

At a previous Meeting, the Council tentatively scheduled the public hearings for September 15th and September 29th, both at 5:01PM

LEGAL REVIEW: None.

FISCAL IMPACTS: None.

RECOMMENDED ACTION: Set public hearing dates as noted above.

ATTACHMENTS:

 CONTRACT **X** **RESOLUTION** **MAP**

COUNCIL ACTION:

 APPROVED

 DENIED

RESOLUTION NUMBER 2020-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, LEVY COUNTY, FLORIDA, SETTING THE FIRST PUBLIC HEARING FOR CITY OF WILLISTON PROPOSED MILLAGE RATE AND BUDGET FOR FISCAL YEAR 2020/2021; PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Williston, Levy County, Florida, held a properly noticed public meeting on July 21, 2020, relating to the establishment of the maximum ad valorem tax rate; and

WHEREAS, the TRIM process requires that the Williston City Council set the First Public Hearing no later than August 4, 2020.

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

SECTION 1. APPROVAL OF THE FIRST PUBLIC HEARING DATE. The first public hearing has been scheduled for **Tuesday, September 15, 2020 at 5:01PM** in the City Council Chambers, 50 NW Main St, Williston, FL 32696, which will not conflict with the School Board and County millage/budget hearings.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Council.

DULY PASSED and approved by the City Council of the City of Williston, Florida, on this 21st day of July 2020.

CITY OF WILLISTON, FLORIDA

BY: _____

Charles Goodman President, City Council

ATTEST:

Latricia Wright, City Clerk

Date: July 21, 2020

AGENDA ITEM

TOPIC: Resolution 2020-35 Setting the Tentative Millage Rate for FY 20/21 Budget Year

REQUESTED BY: FINANCE DIRECTOR PREPARED BY: FINANCE DIRECTOR

BACKGROUND / DESCRIPTION:

The Truth-in-Millage (TRIM) Law requires local governing bodies to set a proposed millage rate annually no later than August 4. This sets the **maximum rate** the City can levy. **This rate can be lowered, but it cannot be increased.** The property appraiser is then notified of the rate and uses it to advise taxpayers of their proposed tax levies for the next year.

Williston's 2019 FINAL gross taxable value was \$104,005.64 and with a millage rate of 6.50 generated approximately \$676,038 in ad valorem revenue.

On July 1, 2020, the Levy County Property Appraiser certified the 2020 tax roll for Williston with a total taxable value of \$110,784,851. This amount represents an increase of 6.52% or 6,778,987 from the current year total taxable values. Based on the 2019 millage rate of 6.50, this increase would generate \$44,063 more in gross ad valorem revenue (excluding incremental tax revenue from the County).

The Council reached a consensus at the July 14, 2020 workshop to establish the tentative millage rate at 6.50.

LEGAL: REVIEW: N/A

FISCAL IMPACTS: This will establish the maximum ad valorem millage rate for Fiscal Year 2020-21.

RECOMMENDED ACTION: Adopt attached Resolution setting the maximum millage rate at 6.50.

ATTACHMENTS:

 X RESOLUTION

COUNCIL ACTION: _____ **APPROVED** _____ **DISAPPROVED**

RESOLUTION NUMBER 2020-35

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, ESTABLISHING THE MAXIMUM AD VALOREM TAX RATE FOR CITY OF WILLISTON, LEVY COUNTY, FLORIDA, FOR FISCAL YEAR 2020/2021; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Williston, Levy County, Florida, held a properly noticed public meeting on July 21, 2020, relating to the establishment of the maximum ad valorem tax rate; and

WHEREAS, the gross taxable value of property within the City of Williston, Levy County, Florida, has been certified by the County Property Appraiser to the City of Williston as \$110,784,851.

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

SECTION 1. APPROVAL OF TENTATIVE MILLAGE RATE. The Fiscal Year 2020-2021 tentative operating millage rate shall be **6.50** mills, which is a **3.28** % increase from the rolled-back rate of **6.2936** mills.

SECTION 2. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Council.

DULY PASSED and approved by the City Council of the City of Williston, Florida, on this 21st day of July 2020.

CITY OF WILLISTON, FLORIDA

BY: _____
Charles Goodman President, City Council

ATTEST:

Latricia Wright, City Clerk

Date: July 21, 2020

COUNCIL AGENDA ITEM

RESOLUTION 2020-32: To reappoint Albert Fuller of 820 NE 3rd Avenue, Williston FL to the Planning and Zoning Commission for a period of three years.

REQUESTED BY: Albert Fuller

PREPARED BY: Jackie Gorman, City Planner

BACKGROUND / DESCRIPTION: Reappointment of Albert Fuller to a position of the Planning and Zoning Commission for another three year term expiring in July 2023.

LEGAL REVIEW: N/A

FISCAL IMPACTS: Approximately \$ 0

RECOMMENDED ACTION: Approve Resolution 2020-32 for the reappointment to Planning and Zoning Commission.

ATTACHMENTS:

CONTRACT

XX

RESOLUTION

MAP

LEASE

XX (Application) OTHER DOCUMENTS

CONSULTANT OR PARTY TO ACTION HAS BEEN NOTIFIED

COUNCIL ACTION:

APPROVED

DENIED

RESOLUTION 2020-32

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILLISTON, FLORIDA, REAPPOINTING ALBERT FULLER TO THE PLANNING AND ZONING COMMISSION FOR A PERIOD OF THREE (3) YEARS; AND PROVIDING FOR AN EFFECTIVE DATE.

Whereas the City has an active Planning & Zoning Commission and Albert Fuller has been part of this Board since 2017.

Whereas Albert Fuller's 3-year term on the Planning & Zoning Board is up for renewal.

Whereas Albert Fuller is a resident of the City of Williston currently residing at 820 NE 3rd Avenue, Williston, FL and has accepted another three-year term on the Planning & Zoning Board.

Now, therefore, let it be resolved by the City of Williston, Levy County, Florida, that:

Section 1: The foregoing "Whereas" clauses are hereby ratified and confirmed as being true and correct and are incorporated herein by this reference.

Section 2. The City Council has agreed to reappoint Albert Fuller to the City of Williston Planning and Zoning Commission for another three-year term.

Section 3. This resolution shall become effective immediately upon adoption and will expire in July 2023.

Passed and adopted at a meeting of the City Council this 21st day of July, 2020.

City of Williston, Florida

**Charles Goodman, President
Williston City Council**

**Latricia Wright
City Clerk**

APPROVED AS TO FORM AND LEGALITY:

Frederick L. Koberlein, Jr. City Attorney



Airport Re-Structuring

Benton Stegall

Purpose

- ▶ I was tasked with putting together a briefing on the benefits of separating the Airport Manager Title from the City Manager's role and responsibilities
- ▶ Currently the City Manager has the additional role of being the Airport Manager. This is per Job description, not the city charter.
- ▶ Given the departure of the Mr. Lippmann, we have the opportunity to evaluate the potential for separation of these two roles.

Pro's

- ▶ Better Accountability: in the past things have gotten 'lost in the shuffle' between the Airport Supervisor, City Manager, the CSR desk, and other agencies participating in grants or leases and accounts receivable for the airport.
- ▶ Better continuity between Airport customers: Mr. Lippmann was one of, if not the longest, running City Manager @ just over 7 years. Most averaging about 3-5 years. (study by Univ. North Ill). This length of time could be worrisome to a customer thinking of bringing business to the airport.

Cons

- ▶ Budgetary: In order to accomplish this we would have to restructure the staffing of the airport.
- ▶ This is due to the amount of labor hours that would be removed from daily operations and reallocated to administrative duties.

Re-structuring in the airport

▶ Current Structure

- ▶ City Manager
- ▶ Airport Supervisor
- ▶ 2 full time team members
- ▶ 2 part time team members

▶ 10 hour work days, 7 days.

▶ Proposed structure

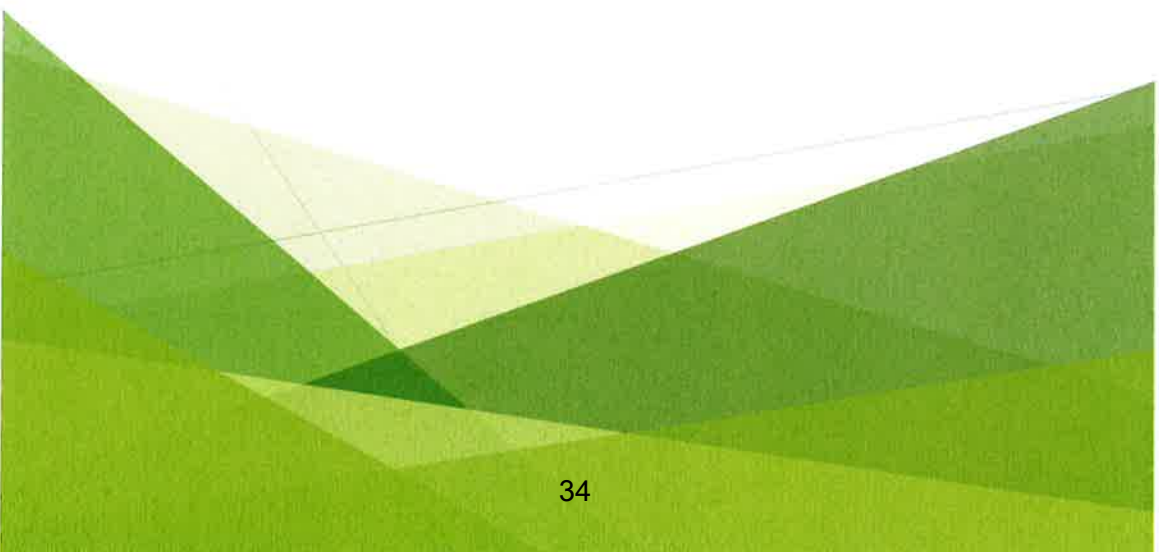
- ▶ Airport Operations Manager
- ▶ FBO supervisor
- ▶ Admin assistant
- ▶ 4 part time team members

▶ No Loss of coverage

Why do we need the extra hours.

- ▶ Currently All team members and the airport supervisor work tirelessly to:
 - ▶ Maintain the 1500 acres of mow-able grounds
 - ▶ All runway and taxiway lighting
 - ▶ All hanger lighting
 - ▶ Movement of aircraft out\in of bulk hangers
 - ▶ Fueling of all based and transient aircraft
 - ▶ (340k gal, avg/year for the last 3 years)
 - ▶ 641 operations in the last 90 days
- ▶ What is being added to our workload:
 - ▶ Management of all land leases to include all current, new leases and renewals.
 - ▶ Management of all accounts receivable from all sources to the airport
 - ▶ Planning and execution of all Airport Improvement Plan and Master plan updates and grants
 - ▶ The expected hours for all this paperwork is where the new labor hours will come into play.

Questions



Date: July 21, 2020

COUNCIL AGENDA ITEM

TOPIC: Aero Paradise Providing Service to the Airport

REQUESTED BY: BENTON STEGALL

PREPARED BY: Benton Stegall

BACKGROUND / DESCRIPTION:

LEGAL REVIEW:

FISCAL IMPACTS:

RECOMMENDED ACTION:

ATTACHMENTS:

COMMISSION ACTION:

APPROVED

DISAPPROVED



7/14/2020
X60 Airport
Williston, FL

Benton,

We are pleased to offer our services to you and your employees at the above listed airfield. Aero Paradise established in 2004, has the ability to serve any needs that may arise in the aviation refueling industry here in the state of Florida.

Since we started this business, we have grown and adapted to our customers needs to ensure that we are capable of being a sole source for handling all service, repair, and equipment needs for the aviation industry. We hope you will consider Aero Paradise in the future as we can handle the entire scope of your needs eliminating outside contractors or the need for multiple bids.

Considering your location in proximity to our location, Aero Paradise would be the only provider within a 200 mile radius that could provide any and all requirements necessary to ensure accurate testing along with preventive maintenance and repair for your equipment.

Mr. Stegall, we are looking forward to your reply and working for you, please contact me anytime!

Best regards,
Tom Patrizzi
Ph # 1-321-638-4404

Aero Paradise, Inc.

510 Cross Rd.
Cocoa, FL 32926

Estimate

Date	Estimate #
7/15/2020	567

Name / Address
Williston Airport Wayne' Middleton 1800 SW 19th Ave. Williston, Fl 32696

Ship To
Williston Airport Wayne' Middleton 1800 SW 19th Ave. Williston, FL 32696

Rep	Project
DF	

Item	Description	Qty	Cost	Total
Part	QT POD M4000 Single Controller Hard Line Ethernet	1	14,995.00	14,995.00
Part	M3000 Trade In	1	-1,995.00	-1,995.00
S&H outbound/in...	Shipping and Handling Outbound Trade In to QT Pod Insured	1	75.00	75.00
S&H outbound/in...	Shipping and Handling Inbound M4000	1	250.00	250.00
Labor	Installation	1	2,950.17	2,950.17
Project	It is recommended to go with Cellular option for transmission to avoid signal problems at M4000 Terminal. \$960 + Subscription Replacement of Underground Piping above ground as requested. Removal of Above Ground Piping tie ins at Fuel Farm and dispenser *Underground Piping to be shortened underground and capped *Underground piping to remain in place *Removal of residual Fuel in underground piping Installation of new 304 Sch 40 Stainless 2" Piping above ground with stand *New piping to be tied in to existing piping at farm and dispenser for fueling operations Please see conditions as outlined in labor quote. 50% down and Payment must be made in full prior to leaving site with work completed. Please Indicate if you are Tax Exempt to avoid having taxes added to invoice	1	13,500.00	13,500.00

Please sign this estimate to indicate your approval.		Subtotal	\$29,775.17
		Sales Tax (0.0%)	\$0.00
		Total	\$29,775.17

Phone #	Fax #
(321) 638-4404	(321) 638-4228

Date: July 21, 2020

COUNCIL AGENDA ITEM

TOPIC: Draft of Revisions to Chapter 48 of the Williston Municipal Code

REQUESTED BY: COUNCIL

PREPARED BY: Latricia Wright

BACKGROUND / DESCRIPTION: Review and Discuss Chapter 48 revisions

LEGAL REVIEW:

FISCAL IMPACTS:

RECOMMENDED ACTION:

ATTACHMENTS:

COMMISSION ACTION:

APPROVED

DISAPPROVED

Chapter 48 – MAINTENANCE STANDARDS for BUILDINGS, STRUCTURES, AND LANDS

Contents

Sec. 48-1 Effective Date.....	1
Sec. 48-2 Declaration of Intent.....	1
Sec. 48-3 Definitions.....	1
Sec. 48-4 Authorization to Conduct Inspections.....	2
Sec. 48-5 Notice of Violation.....	2
Sec. 48-6 Conforming Standards for Buildings and Structures.....	4
Sec. 48-7 Conforming Standards for Lands.....	6
Sec. 48-8 Unsafe or Hazardous Building, Structure or Land,.....	7
Sec. 48-9 Condemned Structures: Dilapidated or Unreasonable to Repair.....	8
Reference: Proposed.....	8
Sec. 48-10 Imminent Danger.....	10
Sec. 48-11 Guidelines: Time Limits.....	11
Sec. 48-12 Guidelines: Fines and Penalties.....	12

Sec. 48-1 Effective Date.

1. This complete revision, dated [date], to become effective six months after the date of adoption by the City Council.

Sec. 48-2 Declaration of Intent.

2. It is the intent of this Chapter to establish standards necessary to preserve neighborhood character, property values, enjoyment of property, and public safety on land located within the City.
3. It is not the intent of the City to amend the Florida Building Code or Florida Fire Prevention Code and any provision of this Ordinance in conflict with the Florida Building Code or Florida Fire Prevention Code shall be resolved in favor of the applicable Florida Building Code or Florida Fire Prevention Code requirements.

Sec. 48-3 Definitions.

1. The following words, terms, and phrases shall have the meanings ascribed to them in this Chapter, except where the context clearly indicates a different meaning:
 - a. **Conforming building, structure or land**, conforms to the maintenance standards described in this Chapter.

- b. ***Non-conforming building, structure or land***, has been cited for non-conformance to the standards defined ***in the Chapter, but none of the cited conditions*** is considered unsafe or hazardous as defined in this Chapter.
- c. ***Unsafe or hazardous building, structure or land***, has been cited for non-conformance and one or more of the conditions cited is defined as unsafe, hazardous or unfit for human occupancy as defined in this Chapter.
- d. ***Condemned: Dilapidated or Unreasonable to Repair***, is a building or structure for which repair would be unreasonable or impossible, or the cost of correction or repair of any non-conforming condition is greater than its value.

Sec. 48-4 Authorization to Conduct Inspections

Reference. Williston Chapter 48-4 revised.

- 1. **Inspections.** The Code Enforcement Officer, or his duly authorized representative, is authorized to make such inspections and take such actions as may be required to discover violations and enforce the provisions of this Chapter.
- 2. **Liability.** Any officer or employee of the city charged with the enforcement of this Chapter, acting for the city in the discharge of their duties, shall not thereby render themselves liable personally, and they are hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of duties. Any suit brought against any officer or employee because of such act performed in the enforcement of any provision of this chapter shall be defended by the city attorney until the final termination of the proceedings.

Sec. 48-5 Notice of Violation

Reference. Williston Chapter 46, Sections 46-193 through 195. F.S. §§ 162.21; 162.23.

- 1. **Notice of Violation.** Prior to issuing a notice to appear, a code enforcement officer shall provide written notice to the responsible person that a violation of a City code or ordinance exists at the described location and shall establish a reasonable time period within which the person must correct the violation, or obtain an extension of time from the Board of Adjustment and Code Enforcement, without imposition of fines. Such time period shall be no fewer than 5 days and no more than 60 days. [F.S. § 162.23(2)] unless the violation is a proximate cause of an unsafe or dangerous structure, unfit for human habitation or of Imminent Danger as defined in this Chapter (§ 48-12), in which case the time limits and procedure for Imminent Danger violations will apply.
- 2. The Notice of Violation will include the following information: [F.S. § 162.21]
 - a. ***Date and time*** of issuance and the name, title and signature of the issuing officer.
 - b. ***Address or description of the location*** of the property against which the citation is issued.

- c. **Name and address** of the person, including an artificial person or limited liability partnership if applicable, who is responsible for the property cited.
 - d. **The facts** constituting reasonable cause to believe a City code has been violated, including a reference to the City code alleged violated.
 - e. **The time** by which the alleged violation must be corrected or mitigated.
 - f. **Description.** An abstract description of the process for correction or dismissal of an alleged violation of code including the power of the Board of Adjustment and Code Enforcement to subpoena witnesses and evidence, and the alleged violator’s options, duties and rights.
 - g. **No penalty for timely compliance.** A statement that there is no penalty when a violation is not contested and is corrected within the time allowed, including any extensions granted at the discretion of the code enforcement officer.
 - h. **Applicable civil penalty.** A statement of the applicable civil penalty if the person fails to comply to the correct the alleged violation by the time required, including the fine(s) that may apply as long as the violation persists.
 - i. **Waiver of rights.** A conspicuous statement that if the person fails to correct the alleged violation within the time allowed and subsequently fails to appear at a hearing when summoned by the Board of Adjustment and Code Enforcement or other City Board or Council to contest the citation, the person shall be deemed to have waived his or her right to contest the citation and that, in such case, judgment may be entered against the person for an amount up to the maximum civil penalty and the City may exercise its option to pursue further injunctive relief.
 - j. **Boarding up to mitigate unsafe or dangerous condition.** Covering of openings, windows or doors with boards or other material not intended as an architectural feature of the structure is permitted as a temporary action to mitigate an unsafe or dangerous condition. It is not a permanent repair or correction to a violation under the terms of this Chapter.
3. **Notice to Appear.** If, upon personal investigation, a code enforcement officer finds that the person has not corrected the violation within the time period prescribed in the violation Notice, a code enforcement officer may issue a Notice to Appear at a hearing of the Board of Adjustment and Code Enforcement to answer for the violation. A code enforcement officer is not required to provide the person with a reasonable time period to correct the violation prior to issuing a notice to appear and may immediately issue a notice to appear if a repeat violation is found, or if the code enforcement officer has reason to believe that the violation presents an unsafe or dangerous condition that is a serious threat to the public health, safety, or welfare or that the violator is engaged in violations of an itinerant or transient nature, or

for any other reason that the violation(s) should be immediately addressed by the Board of Adjustment and Code Enforcement or other City committee or authority.

Sec. 48-6 Conforming Standards for Buildings and Structures

Reference. Williston § 48-2 as revised below.

1. **Scope.** This Chapter shall, without limitations, apply to any building, structure, or mobile home within the City.
2. **Abandoned buildings or structures** that are unoccupied and no longer being maintained by the property owner are subject to the same conforming maintenance standards as all buildings and structures within the City.
 - a) **Boarding Up.** Covering non-conforming openings, windows or doors with boards or other material not intended as an architectural feature of the structure is not a permanent repair or correction to a violation under the terms of this Chapter.
3. **General Conforming Standard for Buildings and Structures.** Buildings or structures shall be maintained in good repair and be structurally sound. Structural members shall be free of deterioration and shall be free from safety, health, and fire hazards, and shall not pose a hazard to public health, safety, and welfare.
 - a. **Boarding Up.** Covering non-conforming openings, windows or doors with boards or other material not intended as an architectural feature of the structure is not a permanent repair or correction to a violation under the terms of this Chapter.
 - a. **Requalification for Certificate of Occupancy.** Any building or structure within the City that is intended for occupancy by humans must re-qualify for a Certificate of Occupancy if vacant and unused for more than six months. The time the building or structure is vacant and unused is measured from the day city utility services are turned off.
4. **Unlawful building or structure:** An unlawful structure is one found in whole or part to be located, erected, altered, or occupied contrary to law. [Williston § 44-12: Nonconforming uses of land...]
5. **Building or structure requirements.** The exterior of a structure shall be maintained in good repair, so as not to adversely affect the property values, safety or quality of life of neighbors or adjacent properties. It shall be structurally sound and sanitary so as not to pose a threat to the public health, safety or welfare.
 - a. **Protective treatment:** All exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decaying resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. All siding and masonry joints as well as those between the building envelope and the

perimeter of windows, doors, and skylights shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

- b. **Structural members:** All structural members shall be maintained free from deterioration, and shall be capable of safely supporting the imposed dead and live loads.
- c. **Foundation walls:** All foundation walls shall be maintained free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.
- d. **Exterior walls:** All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.
- e. **Roofs and drainage:** The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions. Roof water shall not be discharged in a manner that creates a public nuisance.
- f. **Decorative features:** All cornices, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition that does not present a falling hazard to persons or property.
- g. **Overhang extensions:** All overhang extensions including, but not limited to canopies, marquees, signs, metal awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to not present a danger to users or persons. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by application of weather-coating materials, such as paint or similar surface treatment.
- h. **Stairways, decks, porches and balconies:** Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.
- i. **Chimneys and towers:** All chimneys, cooling towers, smoke stacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by application of weather-coating materials, such as paint or similar surface treatment.
- j. **Handrails and guards:** Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads.

- k. **Window, skylight and door frames:** Every window, skylight, door and frame shall be kept in good repair and weather tight. Every window, other than a fixed window, shall be easily opened and capable of being held in position by window hardware.

Glazing: All glazing materials shall be free from cracks and holes.

Doors: All exterior doors, door assemblies and hardware shall be maintained in good condition. Locks on means of egress doors shall be in accordance with the Florida Building Code and Florida Fire Prevention Code.

Basement hatchways: every basement hatchway shall be maintained so as to prevent the entrance of rodents, rain and surface drainage water.

- l. **Guards for basement windows:** Every basement window that is intended to open shall be supplied with rodent shields, storm windows or other approved protection against the entry of rodents.

Sec. 48-7 Conforming Standards for Lands

Reference. Williston § 48-2 as revised below.

1. **Scope.** This Chapter shall, without limitations, apply to any land that contains a building or structure, including private residences and commercial buildings, or on any unimproved platted or unplatted lot within the limits of the City that has been cleared of native forest and zoned for residential or commercial use.
2. **General Conforming Standard for Lands.** The premises shall be clean, safe, and sanitary, free from waste, junk, litter or abandoned vehicles, garbage, excessive vegetation growth, or any object or condition that would pose a threat to the public health, welfare, or safety. Effective measures shall be taken to protect against the breeding or presence on the premises of vermin.
3. **Specifically Prohibited Conditions.** Prohibited conditions for land within the City include but are not limited to:
 - a) **Abandoned articles, junk or litter** includes but is not limited to litter, debris, waste materials of any kind, dead or decaying vegetation or vegetative refuse, dead animals, used or unserviceable automobile and machinery parts, used and nonfunctional furniture and appliances, and used and nonfunctional tools, equipment, and implements, but does not include compost piles for normal, personal noncommercial use.
 - b) **Unserviceable vehicle** means any vehicle required to be licensed by the state if used on public streets which remains for a period of 30 days in such condition that it cannot be started or moved under its own power, or in its normal and usual manner, without repair or the addition of parts, and/or which is unlicensed for a period of 30 days or more.
 - c) **Excessive growth** shall mean vegetation that has overgrown buildings or structures, public rights-of-way, utility easements, sidewalks, drainage ditches, swales or streets, has

potential to become infested by pests or other dangerous creatures, includes plants that are poisonous or toxic to humans or animals, or that present a fire or other safety hazard to the community. Weeds or grass (not including seed rods) growing to a height of greater than approximately 18 inches on any residential zoned property is defined as excessive. Weed or grass height in excess of approximately 18 inches on vacant or unused land is defined as excessive.

- d) ***Unprotected construction and demolition debris*** is hazardous or nonhazardous material including, but not limited to, steel, concrete, glass, brick, asphalt roofing material, or lumber from a construction or demolition project that is not protected by a fence and easily accessible to children, vagrants or other unauthorized persons.
- e) ***Discarded white goods*** are inoperative or discarded refrigerators, ranges, washers, water heaters, and other similar domestic and commercial appliances.

Sec. 48-8 Unsafe or Hazardous Building, Structure or Land,

Reference. Williston § 48-2 revised below.

1. **Hazardous land.** Hazardous land conditions shall mean land upon which conditions exist that could create a fire hazard, unsanitary situation, or a dangerous nuisance attractive to children; lands upon which there exist or are maintained dangerous chemicals, explosives, or other hazardous substances without sufficient protection or control of same; lands from which there emanate noxious odors or harmful fumes or particulates; lands upon which there exist abandoned articles or litter of such nature and quantity as to pose a danger to the health or safety of persons upon such lands, and lands which serve as breeding or nesting place for mosquitoes, rats, mice, poisonous snakes, dangerous wild animals, or insect vermin in such manner and to such extent as to pose an immediate danger to the public health and safety.
2. **Unsafe building or structure:** An unsafe structure is one that is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible and that an imminent danger to people or animals exists.
 - a. ***Unsafe equipment:*** For purposes of this Chapter, unsafe equipment includes any boiler, heating equipment, elevator, moving stairway, electrical wiring or device, flammable liquid containers or other equipment on the premises or within the structure which is in such disrepair or condition that such equipment is a hazard to life, health, property or safety of the public or occupants of the premises or structure.
 - b. ***Boarding up to mitigate unsafe or dangerous condition.*** Covering of openings, windows or doors with boards or other material not intended as an architectural

feature of the structure is permitted as a temporary action to mitigate an unsafe or dangerous condition. It is not a permanent repair or correction to a violation under the terms of this Chapter.

3. **Unfit for human occupancy:** A structure is unfit for human occupancy whenever it is in disrepair or lacks maintenance, is unsanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment.
4. **Notice requirements:** Whenever the code enforcement officer has determined that a structure or equipment is unsafe, dangerous or a structure unfit for human occupancy under the provisions of this Chapter, notice of citation shall be posted in a conspicuous place in or about the structure, equipment or property containing the structure or equipment and copy of the notice and citation sent to the owner of the property as listed with the Levy County Property Appraiser's Office or the Public Records of Levy County, Florida by certified mail. Evidence that an attempt has been made by mail the notice and citation as provided herein, together with the notice being posted on the structure or property as provided herein shall be sufficient to show that the notification requirements of this Chapter have been met, without regard to whether or not the owner actually received notice.
5. **Prohibited access or occupancy:** Any equipment, land or occupied structure under citation conditions and posted notice by the code enforcement officer that is hazardous land, unsafe equipment, an unsafe structure or unfit for human habitation according to the terms of this Chapter must be vacated when ordered by the Code enforcement officer. Any person who attempts to enter upon or occupy posted land or premises or operate posted equipment, and any owner or any person responsible for the land, premises or equipment who allows anyone to occupy a posted premise or operate posted equipment is guilty of a misdemeanor.

Sec. 48-9 Condemned Structures: Dilapidated or Unreasonable to Repair

Reference: Proposed.

1. **Scope.** These terms shall, without limitations, include any lands, building, structure, or mobile home within the City.
2. **Definition: Dilapidated or unreasonable to repair:** There shall be a rebuttable presumption that a non-conforming structure shall be considered dilapidated or unreasonable to repair for the purpose of this Chapter when the value of the structure is less than the estimated cost of repairing the structure to a state where the structure complies with the Florida Building Code and the provisions of this Chapter.
 - a. **Value of structure:** In determining the value of the structure the City shall use the most recent value on record with the Levy County Property Appraiser's Office unless another value is provided by the Levy County Property Appraiser's Office, in which case that value shall be used.

- b. **Cost of repairs:** In determining the cost of repairs, the City shall use the cost of repairs of structures as determined by ICC Building Cost Data with local adjustments or resolution of the City Council.
3. **Condemned for demolition.** Any building or structure that is declared dilapidated or unreasonable to repair by the definition above may be condemned by the City and demolition and removal required.
4. **Demolition and removal or repair by owner:** Dilapidated or unsafe structure(s) shall be demolished and the debris removed to an authorized landfill or, at the option of the owner(s) repaired to comply to the Florida Building Code within 90 days of Notice being published pursuant to the Notice Requirements of this Chapter unless an extension of time has been granted or an appeal has been filed pursuant to the process in this Chapter.
 - a. **Property owner option to Repair:** A property owner shall always retain the option to repair any property, regardless of actual property value or repair costs, rather than demolish, provided the time to correct the unsafe, dangerous or dilapidated conditions, including extensions granted, is met.
5. **Demolition and removal by the City:** Unless an extension of time has been granted pursuant to this Chapter or an appeal has been filed pursuant to this Chapter, in the event the unsafe or dilapidated structure is not demolished or repaired within ninety (90) days of the notice being published pursuant to Notice Requirements of this of Chapter, the City may pursue injunctive relief to demolish and remove the unsafe or dangerous structure at the owner's cost.
 - a. Pulling of a permit to repair or demolish the structure shall not extend the time stated herein for the structure to be repaired to comply with the Florida Building Code or be demolished. No action to demolish shall be taken by the City in connection with a structure which is subject of any pending judicial procedure.

Notice Requirements for Demolition: Notices pursuant to this Chapter shall be as follows:

- a. **Initial notice:** At the time the code enforcement officer initially files a recommendation to the Board of Adjustment and Code Enforcement, the code enforcement officer shall issue a Notice to the property owner stating that the property is under consideration for condemnation and demolition and provide all details of reasoning as described in Chapter 48-5.
- b. **Demolition notice:** If the Board of Adjustment and Code Enforcement or other authority of the City determines that a structure qualifies for demolition pursuant to this Chapter, the code enforcement officer shall post a notice in a conspicuous place in or about the structure(s) or property containing the condemned structure, and send a Notice of Condemnation and Demolition to the owner of the property.

Sec. 48-10 Imminent Danger

Reference. Williston 48 § 193-195. [F.S. § 162.01 - 162.13]

1. **Scope.** These terms shall, without limitations, include any lands, building, structure, or mobile home within the City.
2. **Definition: Imminent Danger.** An imminently dangerous condition exists when there is actual or potential risk to the occupants or those in the proximity of the structure because the structure is in imminent danger of failure or collapse, or when any structure or part of a structure has fallen and occupation of the structure would be dangerous, or when explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment, or any other condition exists which, in the judgment of the Code enforcement officer poses an imminent danger to the occupants or the public.
3. **Immediate action to correct.** When, in the judgment of the Code enforcement officer, conditions exist that require immediate repair, removal or other corrective action, the Code enforcement officer shall contact the property owner and give Notice that immediate action is required. If the property owner cannot be contacted or does not complete all necessary work immediately to the satisfaction of the Code enforcement officer, then the code enforcement officer is required and empowered to order the immediate danger repaired, removed or corrected immediately by any means available at the property owner's expense.
 - a. **Boarding up to mitigate unsafe or dangerous condition.** Covering of openings, windows or doors with boards or other material not intended as an architectural feature of the structure is permitted as a temporary action to mitigate an unsafe or dangerous condition. It is not a permanent repair or correction to a violation under the terms of this Chapter.

Sec. 48-11 Guidelines: Time Limits

Reference: Williston § 46-195 as amended.

Time limits to correct violations. Any non-conforming building or structure or land by the definitions of this Chapter must be brought into compliance with the provision of this Chapter within the time limits, including any extensions specified by the code enforcement officer or the Board of Adjustments and Code Enforcement.

Violation	Time for Correction of Violation	
	Not less than	Not more than
Non-conforming Building, Structure or Land – not hazardous or unsafe	30 days	90 days
Excessive Growth	10 days	60 days
Unsafe or Hazardous Building, Structure or Land	10 days	60 days
Imminent Danger	Immediate corrective action required	-
Unfit for human habitation	Immediate vacancy of premises ordered	30 days
Condemned and ordered demolished	30 days	90 days

Sec. 48-12 Guidelines: Fines and Penalties

Reference: Williston § 46-195 as amended, F.S. § 162.09 as amended.

Penalties for failure to correct violations within the time allowed. Any non-conforming building or structure or land by the definitions of this Chapter and not corrected within the time allowed by the code enforcement officer or other authority acting with authority granted by Williston City code, including any extensions granted by the code enforcement officer or the Board of Adjustment and Code Enforcement, may be subject to fines and other civil penalties and/or ordered repaired, corrected or condemned and demolished by the City at the property owner’s expense.

Violation	Assessed when	Guideline
Non-conforming Building, Structure or Land	Condition(s) not corrected within the time required.	\$250/day up to maximum allowed by law.
Unsafe or Hazardous Building, Structure or Land	Condition(s) not corrected within the time required.	\$250/day up to maximum allowed by law.
Imminent Danger	Not repaired or corrected immediately.	Cost of repair/correction if done by City, plus \$250/day up to maximum allowed by law.
Unfit for human habitation	Premises not vacated upon posted notice; unauthorized access.	\$250/day up to maximum allowed by law for failure to vacate or each unauthorized access
Condemned and ordered demolished	Not completed within the time required.	Cost of demolition if done by City, plus \$250/day up to maximum allowed by law.