



**CITY OF WILLISTON  
COMMUNITY REDEVELOPMENT AGENCY  
AGENDA**

**Monday, January 8, 2024 5:30 PM  
City Council Chambers**

**BOARDMEMBERS**

**Nick Williams, Chair  
Ken Schwiebert, Vice Chair  
Jonathan Lewis, Treasurer  
Stephen M. McMillen  
Mike Langston**

**STAFF**

**Laura Jones, CRA Director  
Nicole Bouse, Secretary  
Kiersten Ballou, City Attorney**

**CALL TO ORDER**

**ROLL CALL**

**APPROVAL OF PRIOR MINUTES**

1. December 11, 2023

**CONSENT AGENDA**

2. None

**TREASURER'S REPORT**

3. Finance Report

**PUBLIC COMMENTARY**

**OLD BUSINESS**

**NEW BUSINESS**

4. Contingency for Misc. Services for Wright Pierce
5. FMPA Request for Services Agreement for Block 12
6. Tree Removal for Heritage Park

**STAFF ANNOUNCEMENTS**

**OTHER BUSINESS**

**ADJOURNMENT**

**NEXT CRA MEETING DATE**

**February 12, 2024 at 5:30 PM**

Notice:

If a person decided to appeal any decision made by this committee with respect to any matter considered at such meeting or hearing, he will need a record of the proceeding, and for such purpose, they may 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.

Minutes of the CRA meeting may be obtained from the Department of Community Development. 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 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office no later than 5:00 P.M. on the day prior to the meeting.



**CITY OF WILLISTON  
COMMUNITY REDEVELOPMENT AGENCY  
MINUTES**

**Monday, December 11, 2023 5:30 PM  
City Council Chambers**

**BOARDMEMBERS**

**Nick Williams, Chair**  
**Ken Schwiebert, Vice Chair**  
**Jonathan Lewis, Treasurer -Absent**  
**Stephen McMillen**  
**Mike Langston**

**STAFF**

**Laura Jones, CRA Director**  
**Nicole Bouse, Secretary- Absent**  
**Kiersten Ballou, City Attorney**

**CALL TO ORDER - 5:31 PM**

**ROLL CALL**

Ms. Laura Jones, took roll call. Mr. Jonathen Lewis and Nicole Bouse were absent.

**APPROVAL OF PRIOR MINUTES**

1. October 9, 2023 – Dr. Schwiebert moved to accept the minutes with changes. Mr. Mike Langston seconded. Motion passed 4-0.

**CONSENT AGENDA**

2. None

**TREASURER’S REPORT**

3. Finance Report- Tabled

**PUBLIC COMMENTARY- None**

**OLD BUSINESS- None**

**NEW BUSINESS**

4. Wright-Pierce Task Order Proposal for Williston Downtown Parking Plan (a.k.a Block 12) Construction Management and Loan Administration

Dr. Ken Schwiebert moved to approve the Wright-Pierce Task Order Proposal for the Williston Downtown Parking Plan Construction Management and Loan Administration. Mr. Mike Langston seconded. Motion passed 4-0.

5. Christmas Tree Star Purchase

Mr. Mike Langston moved to approve \$1,678.42 for the purchase of the Christmas Tree Star. Dr. Schwiebert seconded. Motion passed 3-1. Mr. Nick voted Williams “nay”.

**STAFF ANNOUNCEMENTS**

Ms. Laura Jones advised the Board of the public workshop that was being held on Wednesday, December 14, 2023 from 4-7 pm regarding the Downtown Master Plan and that everyone was welcome to attend.

**OTHER BUSINESS-**

Mr. Stephen McMillen had questions regarding Form 1. Discussion occurred and recommended he speak to Latricia Wright the City Clerk for further details.

**ADJOURNMENT - 6:28 PM**

**NEXT CRA MEETING DATE**

**January 8, 2024 at 5:30 PM**

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**Nick Williams, Chair**

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**Nicole Bouse, Recording Secretary**

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Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
403-552-030-040	TRAVEL & PER DIEM	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0
403-552-030-042	POSTAGE	200.00	0.00	0.00	0.00	0.00	200.00	0
403-552-030-154	DUES & SUBSCRIPTIONS	620.00	0.00	0.00	0.00	0.00	620.00	0
403-552-030-155	ANNUAL FILING FEE	175.00	0.00	0.00	175.00	0.00	0.00	100
403-552-030-248	ADVERTISING & PROMOTIONS	1,000.00	0.00	0.00	0.00	0.00	1,000.00	0
403-552-030-254	TRAINING-SCHOOLS & SEMINARS	3,000.00	0.00	0.00	0.00	0.00	3,000.00	0
403-552-030-352	MATERIALS & SUPPLIES	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0
403-552-030-400	SPECIAL EVENTS	750.00	0.00	0.00	0.00	0.00	750.00	0
403-552-060-060	CAPITAL OUTLAY - CONTINGENCY	558,243.00	0.00	0.00	1,276.81	0.00	556,966.19	0
403-552-070-200	INTEREST EXPENSE	46,096.00	0.00	0.00	0.00	0.00	46,096.00	0
403-552-080-082	AID TO PRIVATE ORGANIZATIONS	25,000.00	0.00	0.00	750.00	0.00	24,250.00	3
403-552-090-010	PRINCIPAL EXPENSE	231,071.00	0.00	0.00	0.00	0.00	231,071.00	0
Control: 552	Total	984,022.00	0.00	0.00	11,856.34	0.00	972,165.66	1
DEPARTMENT: 552	CRA CONTROL ACCOUNT Total	984,022.00	0.00	0.00	11,856.34	0.00	972,165.66	1
Fund: 403	Budgeted Total	984,022.00	0.00	0.00	11,856.34	0.00	972,165.66	1
Fund: 403	Non-Budgeted Total	0.00	0.00	0.00	0.00	0.00	0.00	0
Fund: 403	Total	984,022.00	0.00	0.00	11,856.34	0.00	972,165.66	1
<del>405-530-000-000</del>	<del>UTILITY ADMINISTRATION CONTROL ACCOUNT</del>							
<del>405-530-030-029</del>	<del>ENGINEERING SERVICES</del>	<del>75,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>3,501.56</del>	<del>0.00</del>	<del>71,498.44</del>	<del>5</del>
<del>405-530-030-032</del>	<del>ACCOUNTING &amp; AUDITING</del>	<del>25,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>25,000.00</del>	<del>0</del>
<del>405-530-030-034</del>	<del>CONTRACTUAL SERVICES</del>	<del>7,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>9,105.30</del>	<del>0.00</del>	<del>2,105.30</del>	<del>130</del>
<del>405-530-030-036</del>	<del>FINANCIAL SERVICES</del>	<del>62,790.00</del>	<del>0.00</del>	<del>0.00</del>	<del>20,553.97</del>	<del>0.00</del>	<del>42,236.03</del>	<del>33</del>
<del>405-530-030-043</del>	<del>UTILITIES</del>	<del>100.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>100.00</del>	<del>0</del>
<del>405-530-030-045</del>	<del>INSURANCE</del>	<del>5,423.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>5,423.00</del>	<del>0</del>
<del>405-530-030-248</del>	<del>ADVERTISING &amp; PROMOTIONS</del>	<del>1,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>75.94</del>	<del>0.00</del>	<del>924.06</del>	<del>8</del>
<del>405-530-030-249</del>	<del>MISCELLANEOUS EXPENSE</del>	<del>1,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>152.01</del>	<del>0.00</del>	<del>847.99</del>	<del>15</del>
<del>405-530-030-346</del>	<del>VEHICLE REPAIRS &amp; MAINTENANCE</del>	<del>1,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>72.25</del>	<del>0.00</del>	<del>927.75</del>	<del>7</del>
<del>405-530-030-349</del>	<del>CONTINGENCY</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>6,569.00</del>	<del>0.00</del>	<del>6,569.00</del>	<del>0</del>
<del>405-530-030-352</del>	<del>MATERIALS &amp; SUPPLIES</del>	<del>8,300.00</del>	<del>0.00</del>	<del>0.00</del>	<del>4.93</del>	<del>0.00</del>	<del>8,295.07</del>	<del>0</del>
<del>405-530-030-355</del>	<del>SAFETY SUPPLIES</del>	<del>4,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>4,000.00</del>	<del>0</del>
<del>405-530-030-452</del>	<del>VEHICLE FUEL</del>	<del>1,250.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>1,250.00</del>	<del>0</del>
<del>405-530-060-050</del>	<del>CAPITAL OUTLAY</del>	<del>15,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>15,000.00</del>	<del>0</del>
<del>405-530-070-110</del>	<del>DEBT SERVICE - PRINCIPAL - CITY HALL</del>	<del>46,106.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>46,106.00</del>	<del>0</del>
<del>405-530-070-210</del>	<del>DEBT SERVICE - INTEREST - CITY HALL</del>	<del>40,434.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>40,434.00</del>	<del>0</del>
<del>405-530-090-060</del>	<del>TRANSFER TO GF - IT CONTRIBUTION</del>	<del>430,418.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>430,418.00</del>	<del>0</del>
<del>405-530-090-098</del>	<del>TRANSFER TO COWLINK</del>	<del>104,152.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>104,152.00</del>	<del>0</del>
<del>Control: 530</del>	<del>Total</del>	<del>827,973.00</del>	<del>0.00</del>	<del>0.00</del>	<del>40,034.96</del>	<del>0.00</del>	<del>787,938.04</del>	<del>5</del>
<del>DEPARTMENT: 530</del>	<del>UTILITY ADMINISTRATION CONTROL ACCOUNT Total</del>	<del>827,973.00</del>	<del>0.00</del>	<del>0.00</del>	<del>40,034.96</del>	<del>0.00</del>	<del>787,938.04</del>	<del>5</del>

Account No	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Payable	Balance YTD	%Used
<del>402-542-030-042</del>	<del>POSTAGE</del>	<del>250.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>250.00</del>	<del>0</del>
<del>402-542-030-043</del>	<del>UTILITIES</del>	<del>25,440.00</del>	<del>0.00</del>	<del>0.00</del>	<del>5,353.95</del>	<del>0.00</del>	<del>20,086.05</del>	<del>21</del>
<del>402-542-030-044</del>	<del>RENTALS/LEASES</del>	<del>29,500.00</del>	<del>0.00</del>	<del>0.00</del>	<del>4,775.00</del>	<del>0.00</del>	<del>24,725.00</del>	<del>16</del>
<del>402-542-030-045</del>	<del>INSURANCE</del>	<del>77,547.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>77,547.00</del>	<del>0</del>
<del>402-542-030-051</del>	<del>OFFICE SUPPLIES</del>	<del>5,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>581.80</del>	<del>0.00</del>	<del>4,418.20</del>	<del>12</del>
<del>402-542-030-145</del>	<del>REPAIRS &amp; MAINTENANCE -- AIRFIELD</del>	<del>15,500.00</del>	<del>0.00</del>	<del>0.00</del>	<del>9,840.54</del>	<del>0.00</del>	<del>5,659.46</del>	<del>63</del>
<del>402-542-030-146</del>	<del>REPAIRS &amp; MAINTENANCE</del>	<del>15,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>4,443.49</del>	<del>0.00</del>	<del>10,556.51</del>	<del>30</del>
<del>402-542-030-154</del>	<del>DUES &amp; SUBSCRIPTIONS</del>	<del>4,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>249.00</del>	<del>0.00</del>	<del>3,751.00</del>	<del>6</del>
<del>402-542-030-248</del>	<del>ADVERTISING &amp; PROMOTIONS</del>	<del>2,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>2,000.00</del>	<del>0</del>
<del>402-542-030-251</del>	<del>CREDIT CARD FEES</del>	<del>72,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>72,000.00</del>	<del>0</del>
<del>402-542-030-346</del>	<del>VEHICLE REPAIRS &amp; MAINTENANCE</del>	<del>10,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>1,017.60</del>	<del>0.00</del>	<del>8,982.40</del>	<del>10</del>
<del>402-542-030-349</del>	<del>CONTINGENCY</del>	<del>15,338.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>15,338.00</del>	<del>0</del>
<del>402-542-030-352</del>	<del>MATERIALS &amp; SUPPLIES</del>	<del>7,500.00</del>	<del>0.00</del>	<del>0.00</del>	<del>585.68</del>	<del>0.00</del>	<del>6,914.32</del>	<del>8</del>
<del>402-542-030-353</del>	<del>MATERIALS AND SUPPLIES-AVGAS</del>	<del>699,914.00</del>	<del>0.00</del>	<del>0.00</del>	<del>70,836.30</del>	<del>0.00</del>	<del>629,077.70</del>	<del>10</del>
<del>402-542-030-354</del>	<del>MATERIALS &amp; SUPP-JET FUEL</del>	<del>1,131,450.00</del>	<del>0.00</del>	<del>0.00</del>	<del>191,862.86</del>	<del>0.00</del>	<del>939,587.14</del>	<del>17</del>
<del>402-542-030-452</del>	<del>VEHICLE FUEL</del>	<del>7,500.00</del>	<del>0.00</del>	<del>0.00</del>	<del>1,588.97</del>	<del>0.00</del>	<del>5,911.03</del>	<del>21</del>
<del>402-542-060-062</del>	<del>AIRPORT IMPROVEMENTS</del>	<del>6,096,351.00</del>	<del>0.00</del>	<del>0.00</del>	<del>492,403.02</del>	<del>0.00</del>	<del>5,603,947.98</del>	<del>8</del>
<del>402-542-060-066</del>	<del>BUILDING IMPROVEMENTS</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>58,558.20</del>	<del>0.00</del>	<del>58,558.20</del>	<del>0</del>
<del>402-542-060-080</del>	<del>CAPITAL OUTLAY -- FURNITURE</del>	<del>75,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>75,000.00</del>	<del>0</del>
<del>402-542-070-025</del>	<del>NOTE PAYMENT (GENERAL FUND)</del>	<del>5,000.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>5,000.00</del>	<del>0</del>
<del>402-542-090-020</del>	<del>SINKING FUND</del>	<del>2,500.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>2,500.00</del>	<del>0</del>
<del>402-542-090-050</del>	<del>BAD DEBT CHARGED OFF</del>	<del>1,500.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>1,500.00</del>	<del>0</del>
<del>402-542-090-060</del>	<del>TRANSFER TO GF -- IT CONTRIBUTION</del>	<del>42,583.00</del>	<del>0.00</del>	<del>0.00</del>	<del>690.00</del>	<del>0.00</del>	<del>41,893.00</del>	<del>2</del>
<del>Control: 542</del>	<del>Total</del>	<del>8,740,250.00</del>	<del>0.00</del>	<del>0.00</del>	<del>884,082.77</del>	<del>0.00</del>	<del>7,856,167.23</del>	<del>10</del>
<del>DEPARTMENT: 542</del>	<del>AIRPORT CONTROL ACCOUNT Total</del>	<del>8,740,250.00</del>	<del>0.00</del>	<del>0.00</del>	<del>884,082.77</del>	<del>0.00</del>	<del>7,856,167.23</del>	<del>10</del>
<del>Fund: 402</del>	<del>AIRPORT FUND Budgeted Total</del>	<del>8,740,250.00</del>	<del>0.00</del>	<del>0.00</del>	<del>884,082.77</del>	<del>0.00</del>	<del>7,856,167.23</del>	<del>10</del>
<del>Fund: 402</del>	<del>AIRPORT FUND Non-Budgeted Total</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0.00</del>	<del>0</del>
<del>Fund: 402</del>	<del>AIRPORT FUND Total</del>	<del>8,740,250.00</del>	<del>0.00</del>	<del>0.00</del>	<del>884,082.77</del>	<del>0.00</del>	<del>7,856,167.23</del>	<del>10</del>
403-552-000-000	CRA CONTROL ACCOUNT							
403-552-010-014	OVERTIME	150.00	0.00	0.00	12.83	0.00	137.17	9
403-552-010-021	PAYROLL TAXES	3,949.00	0.00	0.00	437.03	0.00	3,511.97	11
403-552-010-022	RETIREMENT	3,742.00	0.00	0.00	306.45	0.00	3,435.55	8
403-552-010-023	LIFE & HEALTH INSURANCE	10,427.00	0.00	0.00	1,199.26	0.00	9,227.74	12
403-552-010-024	WORKER'S COMPENSATION	1,645.00	0.00	0.00	0.00	0.00	1,645.00	0
403-552-010-112	SALARIES & WAGES	51,474.00	0.00	0.00	5,830.48	0.00	45,643.52	11
403-552-030-020	PROFESSIONAL SERVICES	15,000.00	0.00	0.00	0.00	0.00	15,000.00	0
403-552-030-032	ACCOUNTING & AUDITING	7,500.00	0.00	0.00	0.00	0.00	7,500.00	0
403-552-030-036	FINANCIAL SERVICES	5,980.00	0.00	0.00	1,868.48	0.00	4,111.52	31

January 8, 2024

**CRA AGENDA ITEM**

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**TOPIC: FMPA Proposal for Preliminary and Final Design for Block 12**

**REQUESTED BY: Laura Jones**

**BACKGROUND / DESCRIPTION:**

Florida Municipal Power Agency will be designing the Preliminary and Final electrical design for the new Block 12 Parking Lot. The details are as follows:

Task 1: Preliminary and Final Design

- Conduct kickoff teleconference meeting to discuss design standards and preferences, define the communication lines and processes for submittals, introduce Consultant’s project team, and establish an integrated team with the City and FMPA to execute the project
- Perform inventory of the affected areas
- Prepare proposed layout and modification plans for review
- Assist in discussions with developer, if requested
- Coordinate the location of electric facilities with other foreign utilities
- Attend a preliminary review meeting/teleconference
- Identify any easements or permits required and assist in obtaining
- Develop detailed staking sheets for the modifications
- Develop detailed Bill of Material
- Field stake modifications, if necessary
- Develop issued-for-construction drawings utilizing the City’s standards

**LEGAL REVIEW: NA**

**FISCAL IMPACTS: Not to exceed \$32,500.**

**RECOMMENDED ACTION: Approve Proposal**

**ATTACHMENTS: Proposal**

**CRA BOARD ACTION:**

\_\_\_\_\_ **APPROVED** \_\_\_\_\_ **DISAPPROVED**

## ATTACHMENT A

### REQUEST FOR SERVICES BLOCK 12 DISTRIBUTION SERVICES

Pursuant to the terms and conditions of the Master Services Agreement executed and made effective as of the 7<sup>th</sup> day of November 2017, by and between Florida Municipal Power Agency ("FMPA") and Patterson & Dewar Engineers, Inc. ("Consultant"), FMPA hereby requests Consultant to perform the following Services:

- A. Project Understanding: For the City of Williston, FL, ("the City") Consultant understands the following:
- Due to new construction and improvements the City of Williston has requested assistance with its Downtown Underground Conversion Project in Block 12 (NE 1<sup>st</sup> St. between E. Noble and NE Avenue). The project includes overhead and underground distribution electric design.
- B. Project Scope of Services: For this distribution assistance project, Consultant will perform the following work ("Services"):
- Task 1: Preliminary and Final Design
    - Conduct kickoff teleconference meeting to discuss design standards and preferences, define the communication lines and processes for submittals, introduce Consultant's project team, and establish an integrated team with the City and FMPA to execute the project
    - Perform inventory of the affected areas
    - Prepare proposed layout and modification plans for review
    - Assist in discussions with developer, if requested
    - Coordinate the location of electric facilities with other foreign utilities
    - Attend a preliminary review meeting/teleconference
    - Identify any easements or permits required and assist in obtaining
    - Develop detailed staking sheets for the modifications
    - Develop detailed Bill of Material
    - Field stake modifications, if necessary
    - Develop issued-for-construction drawings utilizing the City's standards
- C. Scope Assumptions
- Consultant has made the following assumptions in developing the fee and scope of services for this project:
- The City will:
    - Provide City-specific cost data to include typical material and labor costs per unit
    - Provide contacts for foreign utility companies and location of other utilities in the easement areas.
    - Provide detailed catalog information of preferred major material



D. Deliverables

- o Staking sheets of approved modifications
- o Detailed BOM of material needed

E. Additional Services

If requested, Consultant can provide additional services to support this project, such as:

- o Construction contract preparation
- o Construction monitoring

F. Project Schedule: Consultant is prepared to begin work within four weeks.

G. Additional FMPA Responsibilities: None

H. Project Compensation: The total charges for Services under this Agreement are estimated not to exceed Thirty-Two Thousand Five Hundred Dollars (\$32,500). Consultant shall not be required to furnish additional services or incur additional expenses without written authorization and additional funding from FMPA.

I. Project Specific Insurance Requirements (if any): None

J. Is this a Major Project? No

K. Indemnification: To the fullest extent permitted by law, Consultant, its heirs, successors and assigns shall indemnify and hold harmless the City, its successors and assigns, and its employees, against any and all claims, suits or actions at law, including the bodily injury or death of Consultant during the performance of the Services regardless of cause and/or all damages, costs and judgments (including reasonable attorneys' fees), incurred by the City arising from the negligence, gross negligence or willful misconduct of Consultant while performing work under this agreement. The liability of Consultant is full and complete in all respects and subcontracting any part of the Work shall not relieve it of primary liability.

This Request for Services and the above-referenced Master Services Agreement constitute the complete understanding of the Parties with respect to the Services specified herein. Terms and conditions contained in purchase orders, work orders, or other documents issued by either Party with respect to the Services shall be of no force and effect.

IN WITNESS WHEREOF, the Parties have executed this Request for Services effective as of the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**FLORIDA MUNICIPAL POWER AGENCY**

**PATTERSON & DEWAR ENGINEERS, INC.**

Signed \_\_\_\_\_

Signed P Anthony Hanson

Name \_\_\_\_\_

Name P. Anthony Hanson, PE

Title \_\_\_\_\_

Title Business Unit Leader

January 8, 2024

**CRA AGENDA ITEM**

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**TOPIC: Tree Removal & Replacement - Heritage Park**

**REQUESTED BY: Laura Jones**

**BACKGROUND / DESCRIPTION:**

The City of Williston Utility Department proposal for the tree removal and replacement of trees in Heritage Park. The proposal consists of removing all of the dying trees, ring bases and adding new trees, irrigation, landscaping.

- 18 American Elm Trees- \$5,400
- Irrigation \$8,000 (at City's cost)
- Labor includes removal and replacement of all trees, rings, landscaping, and placement of irrigation lines- \$14,200
- Contingency not to exceed \$2,500

**LEGAL REVIEW: NA**

**FISCAL IMPACTS: Not to exceed \$30,100**

**RECOMMENDED ACTION:** Approve not to exceed amount of \$30,100 for tree removal and replacement.

**ATTACHMENTS:** Photographs of American Elm

**CRA BOARD ACTION:**

\_\_\_\_\_ **APPROVED** \_\_\_\_\_ **DISAPPROVED**





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# American Elm

**Product:** American Elm

**Common Names:** Rock Elm, Common Elm, Soft elm, White Elm, Water Elm

**Scientific Name:** Ulmus Americana

**Type:** Deciduous shade tree

**Full Grown Size:** 70 to 90 feet

**Spread:** 70 to 90 feet

**Growth Rate:** Fast, Moderate

**Soil condition:** Moist, well-drained soil

**Light Requirements:** Full sun

**Tolerances:** Alkaline soil, clay soil, dry sites, road salt

**USDA Zones:** Hardiness Zones 3 through 9

American elm is a wide growing graceful shade tree with large leaves and yellow fall color. It will usually be wider than tall. Flowers are small and green in the early spring. Fruit is a winged nut that ripens after the flowers which generally appear between February and April before the leaves emerge. Bark is light to dark gray with long flattened ridges and scaly deep fissures on older tree trunks. Leaves are simple, alternate and deciduous with yellow fall color. They are large, 4 to 6 inches in length, 2 to 3 inches wide with serrated edges.

It is susceptible to Dutch elm disease, elm yellows, elm phloem necrosis, elm bark beetle, elm leaf beetles, elm leaf miner and verticillium wilt.

## You may also like



Cedar Elm



Lacebark Elm



American Sycamore



Dwarf Wax Myrtle