

23718 W US HWY 27
High Springs, Florida 32643



Telephone: (386) 454-1416
Facsimile: (386) 454-2126
Web: highsprings.gov

**CITY COMMISSION MEETING
AGENDA
23718 W US HWY 27**

SEPTEMBER 08, 2025,

6:30 PM

**MAYOR TRISTAN GRUNDER
VICE MAYOR ANDREW MILLER
COMMISSIONER WAYNE BLOODSWORTH, JR.
COMMISSIONER CHAD HOWELL
COMMISSIONER KATHERINE WEITZ**

- (A) CALL TO ORDER AND ROLL CALL**
- (B) INVOCATION JACOB NEWTON, HIGH SPRINGS CHURCH OF GOD**
PLEDGE OF ALLEGIANCE
- (C) APPROVAL OF AGENDA:**
- (D) APPROVAL OF CONSENT AGENDA:**
 - 1. MINUTES OF THE AUGUST 21, 2025 COMMISSION MEETING**
 - 2. MINUTES OF THE AUGUST 21, 2025 BUDGET WORKSHOP**
- (E) SPECIAL PRESENTATIONS**
 - 1. PROCLAMATION DECLARING CONSTITUTION WEEK**
 - 2. PRESENTATION OF THE HIGH SPRINGS HERO**

BUDGET

- 1. DISCUSS, CONSIDER AND ACT ON RESOLUTION 2025-K, A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA; RELATING TO THE LEVY OF GENERAL MUNICIPAL PURPOSE AD VALOREM TAXES FOR THE 2025-2026 FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; ESTABLISHING A TENTATIVE MILLAGE RATE; SETTING A PUBLIC HEARING; PROVIDING FOR THE PUBLICATION OF NOTICE; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.**

2. **DISCUSS, CONSIDER AND ACT ON ORDINANCE 2024-06, AN ORDINANCE ADOPTING THE 2025/2026 FISCAL YEAR BUDGET OF THE CITY OF HIGH SPRINGS, FLORIDA; PROVIDING AN EFFECTIVE DATE.**

(F) UNFINISHED BUSINESS

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

COMMISSIONER RESPONSE

(H) NEW BUSINESS

1. **DISCUSS, CONSIDER AND ACT ON RESOLUTION 2025-M, A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA AMENDING THE RATES CHARGED BY THE WATER, SEWER AND SOLID WASTE SYSTEMS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**
2. **DISCUSS, CONSIDER, AND ACT ON A CONTRACTOR BID FOR THE PRIEST THEATRE ROOF STRUCTURE AND ROOF REPLACEMENT.**
3. **DISCUSS, CONSIDER, AND ACT ON WAIVING ALL COSTS ASSOCIATED WITH CITY REQUIRED SUPPORT FOR OPERATION DOUGLASS WARRIORS SPECIAL EVENT PERMIT APPLICATION.**
4. **DISCUSS, CONSIDER, AND ACT ON TEMPORARILY SUSPENDING THE ALCOHOL CONSUMPTION ORDINANCE FOR THE HOT RODDING FOR HEROES ONE DAY EVENT.**
5. **DISCUSS, CONSIDER AND ACT ON THE FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN ALACHUA COUNTY AND THE CITY OF HIGH SPRINGS FOR FIRE SUPPRESSION AND FIRST RESPONSE EMS/RESCUE SERVICES.**
6. **DISCUSS, CONSIDER AND ACT ON LETTER TO THE ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS REGARDING FIRE MUTUAL AID.**
7. **DISCUSS, CONSIDER AND ACT ON LETTER TO WINN DIXIE CORPORATE IN FAVOR OF MAINTAINING THE WINN DIXIE INSTEAD OF ALDI.**
8. **DISCUSS, CONSIDER AND ACT ON A RFQ FOR ENGINEERING SERVICES.**
9. **DISCUSS, CONSIDER AND ACT ON RESOLUTION 2025-O, A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA APPROVING THAT CERTAIN AGREEMENT BETWEEN THE CITY, AND KELLY TURNER D/B/A KCT CONSULTING SERVICES FOR**

SERVICES; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY APPROVING SAID AGREEMENT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

- (I) CITY ATTORNEY REPORT/UPDATE**
- (J) CITY MANAGER REPORT/UPDATE**
- (K) COMMISSION COMMENTS AND CONCERNS**
- (L) MOTION TO ADJOURN.**

PLEASE NOTE: PURSUANT TO SECTION 286.015, FLORIDA STATUTES, IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CITY COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED DURING THIS MEETING, HE OR SHE WILL NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. IN ACCORDANCE WITH THE AMERICAN WITH DISABILITIES ACT, A PERSON TH DISABILITIES NEEDING ANY SPECIAL ACCOMMODATIONS TO PARTICIPATE CITY COMMISSION MEETINGS SHOULD CONTACT THE OFFICE OF THE CITY CLERK 23718 W US HWY 27, TELEPHONE (386) 454-1416.



CONSENT AGENDA

23718 W US HWY 27
High Springs, Florida 32643



Telephone: (386) 454-1416
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**HIGH SPRINGS
CITY COMMISSION BUDGET WORKSHOP
AUGUST 21ST, 2025 5:00 PM**

CALL TO ORDER AND ROLL CALL

Mayor Grunder called the meeting to order at 5:00 pm

ROLL CALL CITY COMMISSION:

Mayor Tristan Grunder – Present
Vice Mayor Andrew Miller - Present
Commissioner Wayne Bloodsworth – Present
Commissioner Chad Howell – Present Late (arrived at 5:13 pm)
Commissioner Katherine Weitz – Present

STAFF PRESENT:

Jeremy Marshall, City Manager
Angela Stone, City Clerk
Diane Wilson, Finance Director
Jami Echeverri, Assistant City Clerk
Danielle Adams, City Attorney
Kevin Mangan, PIO
Joe Peters, Fire Chief
Antoine Sheppard, Police Chief
Jason Kytle, Public Works Director

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by: Mayor Grunder

Pledge of Allegiance

BUSINESS ITEMS:

1. PRESENTATION FROM THE CITY MANAGER AND OPTIONS FOR THE FY 26 BUDGET.

City Manager Marshall explained that the budget had become concerning. He thanked the citizens for coming out. He gave a substantially in-depth presentation with ideas to resolve the budget deficit and eliminate transfers from the general fund.

Staff Diane Wilson – provided explanations of the beginning of the problem and where in the budget funding became concerning.

Scenario #1: Eliminating the fire department.

- Eliminates a \$1,016,215 transfer from the general fund.

- Citizens' fire service would fall under the County, and their fire assessment fee.

- Lower staffing

- Longer response times

- Reduction in community outreach

Scenario #2 Reduction in Firefighter Staffing:

Scenario #3: Removing Police Department Night Shifts

Scenario #4: Eliminate the tag office

Scenario #5: Eliminate staff raises

Scenario #6: Raise Revenue

Vice Mayor Miller discussed changing the garbage contract and selling the canoe outpost.

Commissioner Weitz asked the Attorney for clarification on the salability of the canoe outpost due to the funding sources having specific limitations.

Commissioner Bloodsworth asked Ms. Wilson if the rates were gradually raised over time, would the budget be caught up?

Staff Wilson advised yes and elaborated on the different scenarios and which would be beneficial.

Public Comment:

Donald Alderman: discussed annexation laws allowing pockets to be annexed. He disagrees with the idea of lessening the fire services and costing the citizens. He thinks smart growth is necessary.

Brian Langston: a volunteer firefighter, explained that when he worked with the City at the parks and rec department, he recalled there being a clause in the sale of the canoe outpost that may prevent the property from being sold. He firmly believes it could be a great source of revenue if it was re-opened for canoeing. Also, as a former county employee he confirmed if the county took over the fire department, many if not all of the staff would not have a job.

David Gardner: asked Mr. Marshall if he had any estimate for the monthly cost to an average citizen if rates increase etc.

George Tatum: another volunteer fire department discussed his disagreement with eliminating the fire department. He discussed his son who is a firefighter for the department, and how proud he is of his service to this community.

Mark Stevens: a long time resident, discussed one of the reasons he and his family chose to live here was because of the fire and police department. He believes if the city asked the community would help.

Mark Robinson: also disagrees with eliminating emergency services. He understands the millage increase would be hard but the loss of emergency services would be worse.

Lanier Smith: appreciates the commission discussing this and not procrastinating. He does not support losing and closing emergency services.

Tom Hewlett: discussed the waste treatment plant being used to generate revenue, by allowing porta toilet companies utilize the city's waste treatment facility.

Sandy Gardner: Believes majority of the citizens would like to keep the services they rely on. She does not think people would like to close the fire department or eliminate police personnel. She offered suggestions for different types of revenue.

Veronica Tyler: supports keeping the fire department and police department. She discussed how helpful they've been to her when her mother needed assistance.

Brandalyn Williams: talked about her son needing emergency services and how valuable it was to have a fire department in the community that saved her son. She does not support cutting staffing.

Vice Mayor Miller motioned to adjourn.

Mayor Grunder adjourned the meeting at 6:23 pm

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**HIGH SPRINGS
CITY COMMISSION MEETING
AUGUST 21ST, 2025
CITY HALL**

CALL TO ORDER AND ROLL CALL

Mayor Grunder called the meeting to order at 6:33 PM

ROLL CALL CITY COMMISSION:

Mayor Tristan Grunder – Present
Vice Mayor Andrew Miller – Present
Commissioner Wayne Bloodsworth – Present
Commissioner Chad Howell – Present
Commissioner Katherine Weitz- Present

STAFF PRESENT:

Jeremy Marshall, City Manager
Angela Stone, City Clerk
Jami Echeverri, Asst City Clerk
Diane Wilson, Finance Director
Danielle Adams, City Attorney
Kevin Mangan, PIO
Jason Taylor, Police Lieutenant
Jennifer Applebee, Parks and REC Director
Allan Alligood, Building Official
Kristyn Adkins, Planning Technician

INVOCATION AND PLEDGE OF ALLEGIANCE

Invocation by Vice Mayor Miller

Pledge of Allegiance

APPROVAL OF AGENDA: AGENDA FOR THE AUGUST 21ST, 2025 COMMISSION MEETING

Requested to remove item number 5 under new business, and added ACFR Chief Theus under special presentations. .

Commissioner Weitz motioned to approve the agenda of the August 21st, 2025 Commission meeting, as amended.

Vice Mayor-Miller seconded

Motion carried 5-0

APPROVAL OF CONSENT AGENDA: MINUTES OF THE JULY 15, 2025 BUDGET WORKSHOP COMMISSION MEETING 2. MINUTES OF THE JULY 22, 2025 COMMISSION MEETING 3. MINUTES OF THE JULY 31, 2025 SPECIAL COMMISSION MEETING. 4. MINUTES OF THE AUGUST 6, 2025 BUDGET WORKSHOP.

Commissioner Howell motioned to approve the consent agenda of the July 15th, 2025 Budget Workshop Meeting, July 22nd, 2025, Commission Meeting, July 31st, 2025, Special Commission Meeting, and the August 6th 2025, Budget Workshop.

Commissioner Bloodsworth Seconded

Motion carried 5-0

SPECIAL PRESENTATIONS: ALACHUA COUNTY FIRE CHIEF THEUS.

Chief Theus introduced himself and explained how the county partners with the City of High Springs. He elaborated on the funding contracts between the entities and how they were calculated.

(F) UNFINISHED BUSINESS: NONE

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

Commissioner Howell motioned to limit the time for public comment to 3 minutes, Vice Mayor Miller seconded.

George Tatum: supports this for timeliness and efficiency.

Motion Carried 5-0 time limit changed from 5 minutes to 3.

David Lynch: plead with the city not to pave over the historic concrete streets. He also discussed his disagreement with the High Springs Brewing Company using the High Springs Name.

Thaddeus Price: discussed implementing a penny tax for revenue.

Sherman Young: is confused about how he received a notice from the City when he was unaware, he is a High Springs resident and is looking for assistance in sorting this out.

Eva Verner: thanked Jason Kytte for the improvements made to her road. She also discussed her support of keeping the fire department open.

Eugene Kelly: concerned his water bill is too high.

Christina Tatum: Her family members are all firefighters and she highly supports the fire department staying. She is also upset that the County only collected 2 months of data to make a decision regarding the contract.

Veejay Hennesy: is upset regarding a letter she received some years past that declared a \$50 deposit reimbursed if her bill was paid on time.

Jared Howell: discussed various cost-saving ideas.

Lanier Smith: discussed the 1-cent tax and its use in a nearby county he also owns property in.

Janet Evans: thanked Mr. Marshall for the data he presented. She discussed the mis-spent and mismanaged funds from years prior.

William Crane: received the fire assessment notice and asked for clarification on if it was being implemented.

COMMISSIONER RESPONSE:

Commissioner Weitz believes gas taxes are county are state-regulated.

Vice Mayor Miller mentioned looking further into a 'penny tax'

The Commission as a whole discussed and addressed the various comments regarding the fire department and police department as part of the budge.

(H) NEW BUSINESS

DISCUSS CONSIDER AND ACT ON APPOINTING A NEW MEMBER TO THE MAYOR'S YOUTH COUNCIL.

Assistant Clerk Echeverri explained there was still a vacant member, position, and we received an appropriate application last week to fill it.

Vice Mayor Miller motioned to appoint Emma Howard to the vacant Youth council position.

Commissioner Bloodsworth seconded.

Motion carried 5-0

DISCUSS THE SOLID WASTE CONTRACT RENEWAL

The commission discussed the different options.

Mayor Grunder asked if staff had received an improvement or had any input on the complaints received compared to the previous company.

Staff Mangan explained that he had fielded many of the calls and they had decreased from approximately 80 to maybe 3.

Vice Mayor Miller is concerned that WastePro raised rates 100% to facilitate the solid waste transfer.

Commissioner Howell believes we should offer the first chance at the contract to the company that has assisted and helped.

Staff Diane Wilson made the recommendation of getting the contract that could potentially be used to piggy-back onto for garbage services or at the very least can be used to negotiate with WastePro for contract renewal.

Dana Williams, a representative of WastePro, elaborated that any changes or renewals would absolutely come before the commission for approval. She is simply asking to begin negotiations soon so there is plenty of time to receive feedback.

Commissioner Weitz asked if they have different size cans (Ms. Williams advised yes)

Kevin Smith: with GFL thanked the commission for allowing the opportunity to speak he apologized for how past professional discussions were conducted.

Commissioner Howell motioned for staff to begin negotiations with WastePro.
Commissioner Weitz seconded.

Public Comment:

George Tatum: his concerns with the current provider is the skipped days due to holidays and the rushed work picking up when understaffed and leaving behind trash. He is afraid lack of personnel has caused quality concerns.

Lanier Smith: lives on 232nd street. The only time they have missed his pickup was yesterday due to a street closure. He has been very happy with his service.

Sue Weller: encouraged the commission to look at both sides.

Kathy Griner: has never used the garbage collection due to disabilities. She would like for the commission to consider not making the trash pickup mandatory.

Motion Carried 5-0

DISCUSS, CONSIDER AND ACT ON RESOLUTION 2025-I, A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA; RELATING TO THE PROVISION OF FIRE SERVICES, FACILITIES AND PROGRAMS IN THE CITY OF HIGH SPRINGS, FLORIDA; IMPOSING FIRE SERVICES ASSESSMENTS AGAINST ASSESSED PROPERTY LOCATED WITHIN THE CITY OF HIGH SPRINGS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025; APPROVING THE RATE OF ASSESSMENT; APPROVING THE ASSESSMENT ROLL; PROVIDING AN EFFECTIVE DATE

Attorney Adams read Resolution 2025-I by title only.

Fire Chief Peters explained the resolution and the proposed increase.

Sandi Neubarth with the fire assessment company, provided an explanation of the study conducted to calculate the fire assessment fees.

Commissioner Bloodsworth: asked does the hardship exemption affect the overall cost and budget for the fire assessment.

Ms. Neubarth advised that it would come from the general fund.

Mayor Grunder asked could an assessment fee be implemented for EMS services.

Ms. Neubarth advised that, unfortunately, EMS benefits individuals rather than assessable property, so it is not possible.

Chief Peters encouraged the commission to research the idea of a penny sales tax.

Attorney Adams cautioned the commission that any new tax would be required to go for a referendum and could be voted down

**Commissioner Howell motioned to adopt resolution 2025-I as read by title only and make the fire assessment fee \$250.00.
Vice-Mayor Miller Seconded.**

Public Comment:

Mike Cowart: understands that not everyone has the ability to pay for increased fees and thanked the commission for letting citizens know about the hardship waiver. He thinks all budgets have unfortunately increased over time. He doesn't like staff not receiving raises for others' bad planning. He also discussed the lower ISO rating that in turn lowered insurance rates for homeowners.

Roll Call:

Mayor Tristan Grunder – yes
Vice Mayor Andrew Miller – yes
Commissioner Wayne Bloodsworth – yes
Commissioner Chad Howell – yes
Commissioner Katherine Weitz – yes

Motion Carried 5-0

DISCUSS POTENTIAL UPDATES TO THE HIGH SPRINGS ORINANCE LIMITING ALCOHOL SALES WITHIN 500 FEET OF A CHURCH.

Commissioner Weitz explained her thoughts on the need and use for this topic, to allow businesses to petition churches or offer options for alcohol being served within a certain proximity to a church.

Attorney Adams offered examples of other towns in Florida that have similar options.

DISCUSS, CONSIDER, AND ACT ON QUIT CLAIM DEED FOR ANY INTEREST THE CITY OF HIGH SPRINGS HAS FOR THE ENTRYWAY PARCEL FOR BRIDLEWOOD OF HIGH SPRINGS, LLC.

Attorney Adams explained this was an attempt to fix a scrivener's error in Bridlewood's plat where they misfiled the incorrect information. The Quit-Claim Deed is to correct the error and eliminate the City's need to be involved in the piece of property.

Commissioner Weitz motioned to approve the quit claim deed for Bridlewood of High Springs LLC.

Commissioner Bloodsworth seconded

Public Comment:
Enginner

Motion Carried 5-0

CITY ATTORNEY REPORT/UPDATE: Updated the commission on an ordinance or policy that would clarify public spaces vs not public that would assist with First Amendment rights clarification.

CITY MANAGER REPORT/UPDATE: He and Commissioner Howell attended a conference

COMMISSIONERS:

Howell: Enjoyed the AI class he was able to attend at the conference. He thanked Mr. Marshall and PIO Mangan for the video they were able to put on social media and how helpful it was to citizens.

Bloodsworth: Is grateful to the community for their input and involvement. Now that a decision has been made on the budget, when will it be finalized so staff and departments can feel some relief over the choice? (Mr. Marshall advised that it would need to be before September to be on the correct agenda)

Weitz: Asked for clarification on a utility bill's late penalty. (Staff Wilson advised it was due to the late fees from repeated nonpayment) .

VICE MAYOR:

Vice Mayor Miller: commended Kevin Mangan, Jeremy Marshall, and Commissioner Weitz for their work getting the budget workshop information out to the community so they could be a part of the conversation. He made Mr. Jeff Howell his employee of the week.

MAYOR:

Mayor Grunder: addressed negotiations with the county and wished it had gone with a different route and a more in-depth discussion as a commission. He would like to see a stronger push to hold the county accountable for the deficit of calls and funds with the relocation of the new fire station. He wants to work with the county on this.

Attorney Adams recommended a joint meeting with the County to be able to discuss it in compliance with sunshine laws. She also recommended that the matter of the budget be placed on the agenda.

MOTION TO ADJOURN.

Vice-Mayor Miller motioned to adjourn.

Mayor Grunder adjourned the meeting at 9:17 PM



SPECIAL PRESENTATIONS

#1



**PROCLAMATION
CITY OF HIGH SPRINGS
STATE OF FLORIDA**

Whereas, September 17, 2025, marks the two hundred thirty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

Whereas, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary; and to the patriotic celebrations which will commemorate the occasion; and

Whereas; Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 – 23 as Constitution Week.

NOW, THEREFORE, I, Tristan Grunder, Mayor of the City of High Springs, to hereby proclaim the week of September 17 – 23, 2025 as

“CONSTITUTION WEEK”

and ask our citizens to reaffirm the ideals which the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained.

I have set my hand and caused the seal of
the City of High Springs to be affixed this
8th day of September 2025

ATTEST

Tristan Grunder, Mayor

Angela Stone, City Clerk



SPECIAL PRESENTATIONS

#2



BUDGET

ITEM #1



Commission Agenda Item Request Form

MEETING DATE: SEPTEMBER 8, 2025

SUBJECT: TENTATIVE FY26 MILLAGE RATE

AGENDA SECTION: BUDGET

DEPARTMENT: FINANCE

PREPARED BY: DIANE WILSON, FINANCE DIRECTOR

RECOMMENDED ACTION: APPROVE RESOLUTION

Summary

On July 22, 2025, the City Commission adopted Resolution 2025-J approving the proposed millage rate of 6.99 mills establishing the maximum millage rate allowed for FY26. After multiple budget workshops, the Commission has provided direction to the City Manager increase the millage rate from 6.74 mills to 6.99 mills. This is the first of two hearings where a vote is required to approve and set the millage rate. The second hearing to adopt the final millage rate of 6.99 mills will take place on September 22, 2025.

ATTACHMENT:

Tentative Millage Rate Resolution 2025-J

REVIEWED BY CITY MANAGER: Yes

RESOLUTION 2025-K

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA; RELATING TO THE LEVY OF GENERAL MUNICIPAL PURPOSE AD VALOREM TAXES FOR THE 2025-2026 FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026; ESTABLISHING A TENTATIVE MILLAGE RATE; SETTING A PUBLIC HEARING; PROVIDING FOR THE PUBLICATION OF NOTICE; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, on July 22, 2025, the City Commission adopted Resolution 2025-J approving the proposed millage rate necessary to fund the proposed tentative general government budget for FY26; and

WHEREAS, as required by Section 200.069, Florida Statutes, the Alachua County Property Appraiser mailed a Notice of Proposed Property Taxes to each taxpayer listed on the current year's assessment roll; and

WHEREAS, the said Notice of Proposed Property Taxes advised the recipients of the public hearing to be conducted by the City Commission for consideration of its tentative general government budget and tentative millage necessary to fund the said budget;

WHEREAS, the public hearing has been held as specified in the Notice of Proposed Property Taxes and in accordance with applicable law;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA:

SECTION 1. The tentative operating millage of 6.99 mills to fund the FY25-26 general operating budget for the City of High Springs is hereby approved for further consideration in accordance with applicable law.

SECTION 2. The tentative operating millage of 6.99 mills approved herein is greater than the rolled-back rate of 6.3438 by 10.19%

SECTION 3. A public hearing will be held to consider the final millage rate and the final budget for general municipal purposes on Monday, September 22, 2025, at 6:30 pm in the City Hall Commission Chambers on the second floor of City Hall, 23718 Highway 27, High Springs, Florida.

ADOPTED this 8th day of September, 2025.

**CITY COMMISSION OF THE CITY OF
HIGH SPRINGS, FLORIDA**

Tristan Grunder
Mayor

ATTEST:

Angela Stone
City Clerk



BUDGET

ITEM #2



Commission Agenda Item Request Form

MEETING DATE: SEPTEMBER 8, 2025

SUBJECT: DISCUSS, CONSIDER AND ACT ON ORDINANCE 2025-05, AN ORDINANCE ADOPTING THE 2025/2026 FISCAL YEAR BUDGET OF THE CITY OF HIGH SPRINGS, FLORIDA

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: CITY MANAGER

PREPARED BY: DIANE WILSON, FINANCE DIRECTOR

RECOMMENDED ACTION: APPROVE ORDINANCE 2025-05

Summary

The City Commission discussed the FY26 proposed budget at multiple public workshops during May, June and July and gave direction to the City Manager for the FY26 Budget, which is attached in the backup to the agenda presented at this meeting. The City Commission is asked to approve the budget via Ordinance 2025-05 on first reading. The second reading of this ordinance will be held on September 22, 2025.

ATTACHMENT: PROPOSED FY26 BUDGET, ORDINANCE 2025-05

REVIEWED BY CITY MANAGER: Yes

Business Impact Estimate

Proposed ordinance's title/reference: ORDINANCE 2025-05, AN ORDINANCE ADOPTING THE 2025/2026 FISCAL YEAR BUDGET OF THE CITY OF HIGH SPRINGS, FLORIDA; PROVIDING AN EFFECTIVE DATE.

This Business Impact Estimate is provided in accordance with section 166.041(4), Florida Statutes. If one or more boxes are checked below, this means the City is of the view that a business impact estimate is not required by state law¹ for the proposed ordinance, but the City is, nevertheless, providing this Business Impact Estimate as a courtesy and to avoid any procedural issues that could impact the enactment of the proposed ordinance. This Business Impact Estimate may be revised following its initial posting.

- ☐ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☒ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - a. Part II of Chapter 163, Florida Statutes, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements and development permits;
 - b. Sections 190.005 and 190.046, Florida Statutes, regarding community development districts;
 - c. Section 553.73, Florida Statutes, relating to the Florida Building Code; or
 - d. Section 633.202, Florida Statutes, relating to the Florida Fire Prevention Code.

In accordance with the provisions of controlling law, even notwithstanding the fact that an exemption noted above may apply, the City hereby publishes the following information:

¹ See Section 166.041(4)(c), Florida Statutes.

1. Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):

AN ORDINANCE ADOPTING THE 2025/2026 FISCAL YEAR BUDGET OF THE CITY OF HIGH SPRINGS, FLORIDA; PROVIDING AN EFFECTIVE DATE.

2. An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City, if any:

(a) An estimate of direct compliance costs that businesses may reasonably incur;

(b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and

(c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

There is no direct compliance costs that businesses may reasonably incur.

There is no new charge or fee imposed by the proposed ordinance.

There is no anticipated regulatory costs associated with this ordinance.

3. Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

THIS IS A BUDGET ADOPTION ORDINANCE

4. Additional information the governing body deems useful (if any):

ORDINANCE 2025-5

**AN ORDINANCE ADOPTING THE 2025/2026 FISCAL YEAR BUDGET
OF THE CITY OF HIGH SPRINGS, FLORIDA; PROVIDING AN
EFFECTIVE DATE**

WHEREAS, the High Springs City Commission shall, under the authority of Section 166.241(2), Florida Statutes, and Section 5.04 of the Charter of the City of High Springs, adopt an annual budget for the City of High Springs; and

WHEREAS, a proposed balanced budget was presented, received, discussed, and amended in advertised public meetings; and

WHEREAS, the City Commission has determined the level of taxation for Fiscal Year 2025/2026 and the necessary expenditures for Fiscal Year 2025/2026.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE
CITY OF HIGH SPRINGS:**

SECTION ONE. The Budget for the City of High Springs, Florida, for the Fiscal Year October 1, 2025, through September 30, 2026, as attached hereto and incorporated herein, is hereby adopted.

SECTION TWO. This ordinance shall take effect on October 1, 2025.

PASSED on first reading on the 8th day of September 2025

PASSED on second and final reading the 22nd day of September 2025

Date of Publication: September 11th, 2025 (legal ad) September 18, 2025 (display ad)

CITY OF HIGH SPRINGS, FLORIDA

Tristan Grunder, Mayor

ATTEST:

(Municipal Seal)

Angela Stone
City Clerk

City of High Springs Proposed FY26 Budget



PROPOSED FY26 GENERAL FUND BUDGET

Departments	FY25 Budget	FY25 Projection	FY26 Budget
City Commission	\$ 133,623	\$ 130,449	\$ 119,981
City Clerk	\$ 246,813	\$ 237,112	\$ 248,631
City Attorney	\$ 85,958	\$ 80,977	\$ 88,225
City Manager	\$ 362,184	\$ 353,599	\$ 366,488
Finance	\$ 423,423	\$ 456,943	\$ 440,075
Human Resources	\$ 34,300	\$ 34,600	\$ 43,800
Utility Billing	\$ 256,417	\$ 239,861	\$ 227,393
Police	\$ 2,943,992	\$ 3,172,446	\$ 3,394,944
Planning & Codes	\$ 147,777	\$ 156,281	\$ 280,475
Information Technology	\$ 220,133	\$ 220,182	\$ 222,296
Public Information Office	\$ 7,739	\$ 10,354	\$ -
Parks & Recreation	\$ 506,118	\$ 517,652	\$ 525,766
PW - Cemetery, Streets, Facilities	\$ 791,694	\$ 807,166	\$ 820,135
Farmers Market	\$ 20,496	\$ 15,345	\$ 14,103
Total Operating	\$ 6,180,667	\$ 6,432,969	\$ 6,792,313
Transfers Out of General Fund			
Fire	\$ 1,102,866	\$ 1,102,442	\$ 1,121,711
CRA TIF	\$ 152,000	\$ 153,730	\$ 171,860
Total Transfers Out	\$ 1,254,866	\$ 1,256,172	\$ 1,293,571
Total General Fund Expenses	\$ 7,435,533	\$ 7,689,141	\$ 8,085,884
Transfer into General Fund from ARPA for LDC Re-write	\$ -	\$ -	\$ 90,000
General Fund Revenues	\$ 7,435,533	\$ 7,756,495	\$ 8,085,884
Surplus/(Deficit)		\$ 67,354	\$ 0

GENERAL FUND REVENUES

Description	FY25 Actuals				
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget	
Taxes					
AdValoremDelinquentTaxes	\$ 65,000	\$ 5,094	\$ 3,500	\$ 3,500	
Ad Valorem Taxes	\$ 3,377,030	\$ 3,500,072	\$ 3,500,072	\$ 3,946,495	
Utility Tax-Clay Electric	\$ 99,524	\$ 7,543	\$ 95,000	\$ 100,000	
Utility Tax-Duke Energy	\$ 419,606	\$ 396,169	\$ 440,000	\$ 445,000	
Other Gas Utility Tax	\$ 23,225	\$ 23,171	\$ 23,171	\$ 23,000	
Telecommunications Services Tax	\$ 225,486	\$ 197,379	\$ 234,000	\$ 235,000	
Alcoholic Beverage Licenses	\$ 4,000	\$ 4,832	\$ 7,500	\$ 7,500	
Motor Fuel Tax Refund	\$ 6,000	\$ 5,467	\$ 4,000	\$ 4,000	
State Revenue Sharing- Cultural	\$ 514,318	\$ 537,869	\$ 550,000	\$ 515,000	
Taxes Sub Totals:	\$ 4,734,189	\$ 4,677,596	\$ 4,857,243	\$ 5,279,495	
Licenses and Permits					
Business Licenses	\$ 5,200	\$ 7,653	\$ 7,100	\$ 7,500	
Driveway Permits Residential	\$ 6,100	\$ 3,576	\$ 5,000	\$ 3,000	
Driveway Permit Commercial	\$ -	\$ -	\$ -	\$ -	
Tree Removal Permit	\$ 185	\$ 550	\$ 368	\$ 450	
Vacant Property Registration	\$ 800	\$ 800	\$ 800	\$ 800	
Mobile Home Licenses	\$ 2,750	\$ 1,837	\$ 1,900	\$ 1,800	
Licenses and Permits Sub Totals:	\$ 15,035	\$ 14,416	\$ 15,168	\$ 13,550	
Intergovernmental					
State Revenue Sharing Proceeds	\$ 331,016	\$ 305,389	\$ 328,000	\$ 330,000	
Tag Agency Commissions	\$ 75,000	\$ -	\$ 55,000	\$ 55,000	
Intergovernmental Sub Totals:	\$ 406,016	\$ 305,389	\$ 383,000	\$ 385,000	
Grants					
State Grants	\$ -	\$ 300	\$ 300	\$ -	
Grants Sub Totals:	\$ -	\$ 300	\$ 300	\$ -	

Description	FY25 Actuals				
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget	
Franchise Fees					
Clay Electric-Franchise Fee	\$ 84,840	\$ 72,850	\$ 87,000	\$ 87,500	
Duke Energy Franchise Fee	\$ 447,478	\$ 415,504	\$ 519,504	\$ 500,000	
GRU Gas-Franchise Fee	\$ 2,500	\$ 1,904	\$ 2,000	\$ 1,900	
Franchise Fee Sub Totals	\$ 534,818	\$ 490,258	\$ 608,504	\$ 589,400	
Charges For Services					
Right of Way Permit	\$ -	\$ -	\$ -	\$ 500	
Filing Fee City Election	\$ 275	\$ 222	\$ 275	\$ 350	
Notary Services	\$ 1,500	\$ 534	\$ 450	\$ 400	
Police Services - SRO Contract	\$ 170,397	\$ 177,530	\$ 170,397	\$ 173,805	
Lien Search Fee	\$ 7,000	\$ 4,300	\$ 5,500	\$ 5,750	
Police Billable Duty	\$ 55,000	\$ 49,405	\$ 55,000	\$ 55,000	
Sponsorships	\$ -	\$ -	\$ -	\$ -	
Charges for Services Sub Totals:	\$ 234,172	\$ 231,991	\$ 231,622	\$ 235,805	
Fines & Forfeitures					
Court Fines & Forfeitures	\$ 15,000	\$ 36,896	\$ 36,896	\$ 25,000	
2nd Dollar Training-Police	\$ 1,500	\$ 2,386	\$ 2,400	\$ 1,600	
Fines & Forfeitures Sub Totals:	\$ 16,500	\$ 39,282	\$ 39,296	\$ 26,600	
Rentals					
Rentals-Post Office	\$ 6,000	\$ 5,000	\$ 6,000	\$ 6,000	
Rentals-Civic Center & Douglass CC	\$ 8,000	\$ 16,530	\$ 17,000	\$ 17,000	
Rentals - Farmers Market	\$ 12,000	\$ 13,562	\$ 14,000	\$ 14,000	
Rental - Leased Property	\$ -	\$ 10	\$ 10	\$ -	
Miscellaneous Rents	\$ 1,500	\$ 75	\$ 75	\$ 350	
Rental Revenue Sub Totals:	\$ 27,500	\$ 35,177	\$ 37,085	\$ 37,350	
Sports Fees					

Description	FY25 Actuals				
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget	
Soccer Fees	\$ 14,128	\$ 23,223	\$ 23,223	\$ 25,000	
Softball Fees	\$ -	\$ -			
Sports Sponsor Fees	\$ 5,320	\$ 6,537	\$ 7,000	\$ 8,000	
Volleyball Fees	\$ 7,828	\$ 11,744	\$ 12,000	\$ 14,000	
Sports Fees Sub Totals:	\$ 27,276	\$ 41,504	\$ 42,223	\$ 47,000	
Interest Earned					
AdValorem Tax Interest	\$ 4,000	\$ 314	\$ 600	\$ 400	
Interest Earned-Bank Accounts	\$ 29,000	\$ 9,304	\$ 10,750	\$ 9,000	
Interest Earned Sub Totals:	\$ 33,000	\$ 9,618	\$ 11,350	\$ 9,400	
Miscellaneous Revenues					
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	
FarmersMarket-SNAP reimbursement	\$ 6,000	\$ -	\$ -	\$ -	
Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -	
Sale of Foreclosed Property	\$ -	\$ -	\$ -	\$ -	
Sale of Fixed Assets - Police	\$ 2,000	\$ 2,775	\$ 2,775	\$ -	
Gain on Sale of Fixed Assets					
Sale of Scrap	\$ -	\$ 155	\$ 155	\$ -	
Misc Revenue-Police	\$ -	\$ 930	\$ 500	\$ -	
Police Dept Donations	\$ 250	\$ -	\$ -	\$ -	
Other Misc Rev	\$ 6,300	\$ 2,963	\$ 4,000	\$ 4,250	
Insurance Recovery	\$ -	\$ 78,312	\$ 78,312	\$ -	
FEMA Reimbursement -Debby	\$ -	\$ 34,785	\$ 34,785	\$ -	
FEMA Reimbursement - Helene	\$ -	\$ -	\$ 28,000	\$ -	
Miscellaneous Revenues Sub Totals:	\$ 14,550	\$ 119,921	\$ 148,527	\$ 4,250	
Development Fees					
Zoning Fees	\$ 40,000	\$ 26,410	\$ 30,000	\$ 25,000	
Development Fees Sub Totals:	\$ 40,000	\$ 26,410	\$ 30,000	\$ 25,000	

Description	FY25 Actuals				
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget	
Transfers In					
Interfund Transfer-Sewer Fund	\$ 310,394	\$ 155,197	\$ 310,394	\$ 310,394	
Interfund Transfer-Water Fund	\$ 382,849	\$ 191,425	\$ 382,849	\$ 382,849	
Interfund Transfer-Cemetery	\$ 60,320	\$ 30,160	\$ 60,320	\$ 64,150	
Interfund Transfer-Solid Waste	\$ 238,826	\$ 119,413	\$ 238,826	\$ 238,826	
Interfund Transfer - Building Fund	\$ 33,330	\$ 16,665	\$ 33,330	\$ 33,330	
Interfund Transfer - Transportation	\$ 269,258	\$ 134,629	\$ 269,258	\$ 269,258	
Interfund Transfer - CRA	\$ 27,500	\$ 13,750	\$ 27,500	\$ 27,500	
Interfund Transfer - Red Speed	\$ 30,000	\$ -	\$ 30,000	\$ 16,727	
Transfers In Sub Totals:	\$ 1,352,477	\$ 661,239	\$ 1,352,477	\$ 1,343,034	
General Fund Revenue Totals:	\$ 7,435,533	\$ 6,652,799	\$ 7,756,495	\$ 7,995,884	

FY25 Actuals

Description	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget
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CITY COMMISSION

Description	FY25 Actuals				FY25 Projection	FY26 Budget
	FY25 Budget	Through 8/31/25				
Personnel						
Regular Salaries	\$ 55,620	\$ 53,911	\$ 55,620	\$ 43,921		
FICA/MED	\$ 4,255	\$ 4,120	\$ 4,255	\$ 3,360		
Workers' Comp	\$ -	\$ 91	\$ 100	\$ 100		
Personnel Sub Totals:	\$ 59,875	\$ 58,122	\$ 59,975	\$ 47,381		
Operating Expenses						
Travel & Training	\$ 3,000	\$ 2,215	\$ 3,000	\$ 3,000		
Insurance - Public Officials	\$ 64,648	\$ 62,674	\$ 62,674	\$ 63,500		
Promotional Activity	\$ -	\$ -				
Mayor's Youth Council	\$ 2,000	\$ 706	\$ 2,000	\$ 2,000		
Office Supplies	\$ 100	\$ -	\$ 100	\$ 100		
Operating Supplies	\$ 2,500	\$ 426	\$ 1,200	\$ 2,500		
Dues & Memberships	\$ 1,500	\$ 1,161	\$ 1,500	\$ 1,500		
Operating Expenses Sub Totals:	\$ 73,748	\$ 67,182	\$ 70,474	\$ 72,600		
City Commission Expense Totals	\$ 133,623	\$ 125,304	\$ 130,449	\$ 119,981		

CITY CLERK

Description	FY25 Budget	FY25 Actuals Through 8/31/25	FY25 Projection	FY26 Budget
Personnel				
Regular Salaries	\$ 132,793	\$ 126,997	\$ 134,173	\$ 136,236
Overtime	\$ 2,500	\$ 960	\$ 2,500	\$ 1,000
Longevity	\$ 1,500	\$ -	\$ -	\$ -
FICA/MED	\$ 10,465	\$ 13,811	\$ 10,456	\$ 10,499
Retirement	\$ 45,136	\$ 44,881	\$ 45,430	\$ 45,617
Life & Health Insurance	\$ 17,686	\$ 14,472	\$ 15,913	\$ 17,764
Workers Comp	\$ 150	\$ 226	\$ 246	\$ 265
Unemployment	\$ 125	\$ 50	\$ 75	\$ 100
Personnel Sub Totals:	\$ 210,355	\$ 201,397	\$ 208,793	\$ 211,481
Operating Expenses				
Training & Travel	\$ 3,000	\$ (350)	\$ 3,000	\$ 3,000
Professional Services	\$ 500	\$ -	\$ 500	\$ 500
Contract Services - Municode	\$ 6,000	\$ 4,484	\$ 4,484	\$ 6,000
Copier Lease	\$ 1,300	\$ 1,194	\$ 1,300	\$ 1,300
Repair & Maintenance	\$ 500	\$ 85	\$ 85	\$ 500
Legal Ads	\$ 8,000	\$ 1,239	\$ 6,000	\$ 6,000
City Election expense	\$ 12,000	\$ 568	\$ 10,000	\$ 15,000
Office Supplies	\$ 1,500	\$ (92)	\$ 250	\$ 1,500
Operating Supplies	\$ 2,958	\$ 1,141	\$ 2,000	\$ 2,500
Dues & Membership	\$ 700	\$ 650	\$ 700	\$ 850
Expense Sub Totals:	\$ 36,458	\$ 8,919	\$ 28,319	\$ 37,150
City Clerk Expense Totals	\$ 246,813	\$ 210,316	\$ 237,112	\$ 248,631

FINANCE

Description	FY25 Actuals			
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget
Personnel				
Regular Salaries	\$ 216,289	\$ 194,202	\$ 206,702	\$ 216,799
Overtime	\$ 500	\$ 446	\$ 500	\$ 250
Longevity	\$ 500	\$ -	\$ -	\$ -
FICA/MED	\$ 16,623	\$ 15,589	\$ 15,851	\$ 16,604
Retirement	\$ 50,394	\$ 47,484	\$ 50,394	\$ 50,214
Life & Health Insurance	\$ 37,020	\$ 29,515	\$ 32,198	\$ 38,653
Workers Comp	\$ 250	\$ 356	\$ 400	\$ 400
Unemployment	\$ 150	\$ 70	\$ 90	\$ 100
Personnel Sub Totals:	\$ 321,726	\$ 287,661	\$ 306,135	\$ 323,020
Operating Expenses				
Training & Travel	\$ -	\$ -	\$ -	\$ -
Professional Services	\$ 81,547	\$ 101,250	\$ 121,000	\$ 84,000
Copier Lease	\$ 1,150	\$ 1,195	\$ 1,303	\$ 1,218
Financial Software	\$ 14,575	\$ -	\$ 21,905	\$ 24,947
Repairs & Maintenance	\$ -	\$ 85	\$ 85	\$ -
Office Supplies	\$ 400	\$ 59	\$ 100	\$ 300
Operating Supplies	\$ 4,000	\$ 4,380	\$ 4,380	\$ 4,400
Property Taxes for City Properties	\$ -	\$ 1,845	\$ 1,845	\$ 2,000
Dues & Membership	\$ 25	\$ 190	\$ 190	\$ 190
Operating Sub Totals:	\$ 101,697	\$ 109,004	\$ 150,808	\$ 117,055
Finance Expense Totals	\$ 423,423	\$ 396,665	\$ 456,943	\$ 440,075

CITY ATTORNEY

Description	FY25 Actuals				
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget	
Operating Expenses					
Professional Services	\$ 80,958	\$ 67,148	\$ 80,958	\$ 83,225	
Non-Routine City Atty Svcs	\$ 5,000	\$ 19	\$ 19	\$ 5,000	
Expense Sub Totals:	\$ 85,958	\$ 67,167	\$ 80,977	\$ 88,225	
City Attorney Expense Totals	\$ 85,958	\$ 67,167	\$ 80,977	\$ 88,225	

CITY MANAGER

Description	FY25 Actuals				FY25 Projection	FY26 Budget		
	FY25 Budget	Through 8/31/25						
Personnel								
Regular Salaries	\$	207,057	\$	171,891	\$	207,057	\$	199,750
Overtime	\$	2,500	\$	852	\$	1,100	\$	1,250
FICA/MED	\$	16,031	\$	15,908	\$	15,924	\$	15,376
Retirement	\$	52,152	\$	43,024	\$	52,619	\$	51,751
Life & Health Insurance	\$	30,094	\$	15,958	\$	17,409	\$	25,769
Workers' Comp	\$	1,100	\$	312	\$	500	\$	750
Unemployment	\$	250	\$	68	\$	120	\$	150
Personnel Sub Totals:	\$	309,184	\$	248,014	\$	294,729	\$	294,796
Operating Expenses								
Car Allowance	\$	3,900	\$	3,675	\$	3,900	\$	3,900
Training & Travel	\$	7,500	\$	4,311	\$	7,500	\$	10,000
Prof Svcs - Lobbyist	\$	33,600	\$	38,000	\$	42,000	\$	42,000
Wireless - City Mgr	\$	-	\$	-				
CommunicationSvcs - CityMgr	\$	-	\$	-				
Copier Lease	\$	1,450	\$	1,195	\$	1,400	\$	1,428
Repairs & Maintenance	\$	300	\$	85	\$	85	\$	300
Employee Meetings	\$	-	\$	235	\$	235	\$	250
Social Media and Website Software	\$	-	\$	-	\$	-	\$	7,564
Office Supplies	\$	750	\$	310	\$	750	\$	750
Operating Supplies	\$	2,500	\$	1,043	\$	1,500	\$	2,500
Dues & Membership	\$	3,000	\$	1,153	\$	1,500	\$	3,000
Operating Expense Sub Totals:	\$	53,000	\$	50,006	\$	58,870	\$	71,692
City Manager Expense Totals	\$	362,184	\$	298,020	\$	353,599	\$	366,488

HUMAN RESOURCES

Description	FY25 Actuals				
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget	
Operating Expenses					
Travel & Training	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	
Mandated Training	\$ 1,000	\$ -	\$ -	\$ 1,000	
Professional Services	\$ 7,500	\$ 6,666	\$ 7,500	\$ 7,500	
Copier Lease	\$ 100	\$ -	\$ 100	\$ 100	
Repair & Maintenance	\$ 100	\$ -	\$ -	\$ 100	
Payroll Software	\$ 12,500	\$ 19,541	\$ 20,000	\$ 22,000	
Legal Ads	\$ 2,500	\$ 72	\$ 1,500	\$ 2,500	
Employee Engagement	\$ 2,500	\$ -	\$ 500	\$ 2,500	
Employee Appreciation	\$ 1,500	\$ 50	\$ 500	\$ 1,500	
Office Supplies	\$ 500	\$ 382	\$ 500	\$ 500	
Operating Supplies	\$ 3,000	\$ 756	\$ 1,000	\$ 3,000	
Dues & Membership	\$ 600	\$ 264	\$ 500	\$ 600	
Human Resources Expense Totals	\$ 34,300	\$ 27,730	\$ 34,600	\$ 43,800	

BILLING & TAG OFFICE

Description	FY25 Actuals				
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget	
Personnel					
Regular Salaries	\$ 149,754	\$ 135,352	\$ 149,704	\$ 129,111	
Overtime	\$ 2,000	\$ 745	\$ 1,000	\$ 750	
Longevity	\$ -	\$ -	\$ -	\$ -	
FICA/MED	\$ 11,609	\$ 11,119	\$ 11,529	\$ 9,934	
Retirement	\$ 20,684	\$ 18,631	\$ 20,541	\$ 18,220	
Life & Health Insurance	\$ 37,020	\$ 17,443	\$ 22,652	\$ 38,653	
Workers Comp	\$ 500	\$ 251	\$ 300	\$ 400	
Unemployment	\$ 200	\$ 68	\$ 100	\$ 125	
Personnel Sub Totals:	\$ 221,767	\$ 183,607	\$ 205,826	\$ 197,193	
Operating Expenses					
Training & Travel	\$ 100	\$ -	\$ 50	\$ 1,500	
Professional Services	\$ -	\$ -	\$ -	\$ -	
Copier Lease	\$ 1,300	\$ 1,194	\$ 1,300	\$ 1,300	
Repair & Maintenance	\$ -	\$ 85	\$ 85	\$ 150	
Office Supplies	\$ 250	\$ 77	\$ 100	\$ 250	
Operating Supplies	\$ 33,000	\$ 32,302	\$ 32,500	\$ 27,000	
Dues & Membership	\$ -	\$ -			
Operating Expenses Sub Totals:	\$ 34,650	\$ 33,659	\$ 34,035	\$ 30,200	
Billing & Tag Office Expense Totals	\$ 256,417	\$ 217,266	\$ 239,861	\$ 227,393	

POLICE

Description	FY25 Actuals			
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget
Personnel				
Regular Salaries	\$ 1,224,558	\$ 1,189,551	\$ 1,288,681	\$ 1,404,006
Overtime	\$ 55,000	\$ 62,051	\$ 64,500	\$ 60,000
Billable Overtime Worked PD	\$ 55,000	\$ 49,405	\$ 54,950	\$ 50,000
Longevity	\$ 3,000	\$ -	\$ -	\$ 1,500
FICA/MED	\$ 102,015	\$ 100,309	\$ 107,722	\$ 115,936
Retirement	\$ 437,265	\$ 413,063	\$ 447,485	\$ 533,307
Life & Health Insurance	\$ 238,157	\$ 195,482	\$ 213,253	\$ 240,940
Workers Comp	\$ 32,825	\$ 43,545	\$ 47,504	\$ 47,979
Unemployment	\$ 950	\$ 494	\$ 400	\$ 950
Personnel Sub Totals:	\$ 2,148,770	\$ 2,053,900	\$ 2,224,494	\$ 2,454,617
Operating Expenses				
Training & Travel	\$ 8,500	\$ 12,000	\$ 12,000	\$ 8,500
Professional Services	\$ -	\$ -	\$ -	\$ -
Alachua County Dispatch Contract Svcs	\$ 192,000	\$ 189,715	\$ 252,954	\$ 250,000
Wireless	\$ 3,840	\$ 21,872	\$ 23,860	\$ 24,000
Communication	\$ 15,000	\$ 12,100	\$ 13,200	\$ 14,500
HSPD Email & Visio Licenses	\$ 8,532	\$ 9,000	\$ 9,000	\$ 9,250
HSPD Software Licenses	\$ 17,987	\$ 12,520	\$ 12,520	\$ 13,772
Utilities	\$ 3,143	\$ 1,837	\$ 2,200	\$ 2,750
Copier Lease	\$ 1,200	\$ 1,194	\$ 1,450	\$ 1,400
Property & Liability Insurance	\$ 106,294	\$ 118,004	\$ 118,004	\$ 123,000
Repair & Maintenance Building	\$ -	\$ 2,774	\$ 3,000	\$ 10,000
Repair & Maintenance Vehicles	\$ 37,500	\$ 49,469	\$ 52,000	\$ 47,500
Repair & Maintenance Equipment	\$ -	\$ 10	\$ -	\$ -
K-9 Operating	\$ 3,000	\$ 1,442	\$ 1,442	\$ -

Description	FY25 Actuals				FY26 Budget
	FY25 Budget	Through 8/31/25	FY25 Projection		
HSPD Software Maintenance	\$ 18,672	\$ 22,369	\$ 22,369	\$ 23,040	
Office Supplies	\$ 1,200	\$ 1,425	\$ 2,000	\$ 1,500	
Operating Supplies	\$ 19,000	\$ 18,241	\$ 19,000	\$ 21,000	
Fuel & Oil	\$ 75,332	\$ 68,609	\$ 75,332	\$ 77,592	
Employee Uniforms	\$ 20,000	\$ 22,116	\$ 23,000	\$ 20,000	
Dues & Membership	\$ 1,000	\$ 621	\$ 621	\$ 1,000	
PoliceTraining	\$ 12,000	\$ 1,798	\$ 2,500	\$ 12,000	
Education Reimbursement	\$ 3,000	\$ 1,500	\$ 3,000	\$ 3,000	
Operating Expense Sub Totals:	\$ 547,200	\$ 568,617	\$ 649,452	\$ 663,804	
Capital Outlay					
Machinery & Equipment -Flock LPRs	\$ -	\$ 9,500	\$ 9,500	\$ -	
Machinery & Equipment -Patrol Car	\$ -	\$ 12,531	\$ 12,531	\$ -	
Capital Outlay Sub Totals:	\$ -	\$ 22,031	\$ 22,031	\$ -	
Debt Service					
Vehicle Leases - Principal	\$ 223,022	\$ 188,936	\$ 226,723	\$ 226,723	
Vehicle Leases - Interest	\$ 25,000	\$ 41,455	\$ 49,746	\$ 49,800	
Debt Service Sub Totals:	\$ 248,022	\$ 230,391	\$ 276,469	\$ 276,523	
Police Expense Totals	\$ 2,943,992	\$ 2,874,939	\$ 3,172,446	\$ 3,394,944	

PLANNING & CODES

Description	FY24 Budget	FY25 Budget	FY25 Actuals		FY25 Projection	FY26 Budget
			Through 8/31/25			
Personnel						
Regular Salaries		\$ 50,753	\$ 46,153		\$ 50,753	\$ 52,276
Overtime		\$ 250	\$ 778		\$ 850	\$ 500
Longevity		\$ -	\$ -		\$ -	\$ 500
FICA/MED		\$ 3,902	\$ 3,497		\$ 3,948	\$ 4,076
Retirement		\$ 6,952	\$ 6,332		\$ 7,093	\$ 7,475
Life & Health Insurance		\$ 12,340	\$ 9,573		\$ 11,487	\$ 12,884
Workers Comp		\$ 500	\$ 344		\$ 500	\$ 500
Unemployment		\$ 50	\$ 22		\$ 50	\$ 50
Personnel Sub Totals:		\$ 74,747	\$ 66,699		\$ 74,681	\$ 78,261
Operating Expenses						
Training & Travel - Planning		\$ 1,000	\$ -		\$ -	\$ 1,000
Travel & Training - Codes		\$ -	\$ -		\$ -	\$ 1,000
Professional Svcs - Planning		\$ 10,000	\$ 5,000		\$ 10,000	\$ 10,000
Operating Expenses - Codes		\$ -	\$ 2,197		\$ 2,600	\$ 3,500
Contractual Services Planning		\$ 14,000	\$ 4,593		\$ 10,000	\$ 10,000
Contractual Services Codes		\$ 44,230	\$ 51,216		\$ 55,000	\$ 75,714
Wireless Planning & Codes		\$ -	\$ 1,203		\$ 1,450	\$ 1,450
Communication Planning & Codes		\$ -	\$ -		\$ -	\$ -
Postage & Certif Mail - Codes		\$ -	\$ 75		\$ 100	\$ 150
Copier Lease Planning & Codes		\$ -	\$ -		\$ -	\$ -
Legal Ads - Planning & Codes		\$ 3,000	\$ 267		\$ 1,000	\$ 1,000
Ofc Supplies Planning & Codes		\$ 200	\$ 11		\$ 50	\$ -
Operating Supplies Planning		\$ 200	\$ 846		\$ 1,000	\$ 1,000
Dues & Membership		\$ 400	\$ -		\$ 400	\$ 400
Operating Expense Sub Totals:		\$ 73,030	\$ 65,408		\$ 81,600	\$ 105,214
Capital Outlay						
LDC Re-write		\$ -	\$ -		\$ -	\$ 97,000
Planning & Codes Expense Totals		\$ 147,777	\$ 132,107		\$ 156,281	\$ 280,475

IT - INFORMATION TECHNOLOGY

Description	FY25 Actuals				
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget	
Operating Expenses					
Professional Services - IT Consulting	\$ 108,000	\$ 105,937	\$ 108,000	\$ 108,000	
Communication Services	\$ 16,000	\$ 23,232	\$ 23,232	\$ 24,000	
Email Expense	\$ 1,000	\$ -	\$ -	8,450	
Other Licenses	\$ 15,434	\$ 13,473	\$ 15,434	\$ 16,500	
Cyber Liability Insurance	\$ 875	\$ 1,836	\$ 1,836	\$ 1,946	
Maintenance Agreement Computers	\$ 40,824	\$ 42,189	\$ 42,189	\$ 40,000	
Annual Software Maintenance	\$ 17,000	\$ 18,491	\$ 18,491	\$ 8,400	
Web Page Expenses	\$ -	\$ 22	\$ -	-	
Operating Supplies	\$ 8,500	\$ 4,368	\$ 5,500	\$ 6,500	
Operating Expense Sub Totals:	\$ 207,633	\$ 209,547	\$ 214,682	\$ 213,796	
Capital Outlay					
Computers & Printers	\$ 12,500	\$ 4,489	\$ 5,500	\$ 8,500	
Capital Outlay Subtotals:	\$ 12,500	\$ 4,489	\$ 5,500	\$ 8,500	
Information Technology Expense Totals	\$ 220,133	\$ 214,037	\$ 220,182	\$ 222,296	

CEMETERY

FY25 Actuals

Description	FY25 Budget	FY25 Actuals Through 8/31/25	FY25 Projection	FY26 Budget
Personnel				
Regular Salaries	\$ 34,278	\$ 24,586	\$ 34,278	\$ 36,300
Overtime	\$ -	\$ 173	\$ 350	\$ 350
FICA/MED	\$ 2,546	\$ 1,015	\$ 2,649	\$ 2,804
Retirement	\$ 4,536	\$ 3,799	\$ 4,720	\$ 5,142
Life & Health Insurance	\$ 12,340	\$ 10,617	\$ 12,340	\$ 13,405
Workers Comp	\$ 1,400	\$ 2,323	\$ 500	\$ 1,400
Unemployment	\$ 20	\$ 9	\$ 50	\$ 50
Personnel Sub Totals:	\$ 55,120	\$ 42,521	\$ 54,887	\$ 59,450
Operating Expenditures				
Professional Svcs-Cemetery	\$ -	\$ -	\$ -	\$ -
Wireless-Cemetery	\$ -	\$ 445	\$ 500	\$ 500
Communication Svcs-Cemetery	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 600	\$ 717	\$ 850	\$ 1,000
Repair & Maintenance	\$ 1,000	\$ -	\$ -	\$ 500
Repair & Maintenance Vehicle	\$ 400	\$ -	\$ -	\$ 200
Repair & Maintenance Equipment	\$ 200	\$ -	\$ -	\$ 200
Tree Maintenance	\$ 1,500	\$ -	\$ -	\$ 1,000
Operating Supplies	\$ 100	\$ 30	\$ 60	\$ 100
Fuel	\$ 800	\$ 953	\$ 1,100	\$ 1,100
Employee Uniforms	\$ 600	\$ 585	\$ 650	\$ 600
Operating Expense Sub Totals:	\$ 5,200	\$ 2,731	\$ 2,660	\$ 4,700
Cemetery Expense Sub Totals:	\$ 60,320	\$ 45,252	\$ 57,547	\$ 64,150

FY25 Actuals

Description	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget
ROADS & STREETS				
Personnel				
Regular Salaries	\$ 223,300	\$ 196,955	\$ 214,860	\$ 217,611
Overtime	\$ 3,000	\$ 7,416	\$ 8,500	\$ 5,000
Longevity	\$ 500	\$ -	\$ -	\$ -
FICA/MED	\$ 17,350	\$ 15,634	\$ 17,087	\$ 17,030
Retirement	\$ 30,913	\$ 27,830	\$ 30,401	\$ 31,232
Life & Health Insurance	\$ 74,039	\$ 49,222	\$ 53,324	\$ 70,864
Workers Comp	\$ 23,000	\$ 16,686	\$ 18,203	\$ 23,000
Unemployment	\$ 250	\$ 112	\$ 100	\$ 250
Personnel Sub Totals:	\$ 372,352	\$ 313,855	\$ 342,475	\$ 364,987
Operating Expenditures				
Training & Travel	\$ -	\$ -	\$ -	\$ -
Wireless	\$ 960	\$ 1,657	\$ 1,950	\$ 960
Utilities	\$ 70,000	\$ 64,750	\$ 70,636	\$ 72,000
Rental Equipment	\$ 2,500	\$ 200	\$ 500	\$ 2,500
Property & Liability Insurance	\$ 50,409	\$ 50,448	\$ 50,478	\$ 51,000
Repair & Maintenance	\$ 9,000	\$ 20,236	\$ 23,000	\$ 23,000
Repair & Maintenance - Sidewalks & Roads	\$ 2,500	\$ 72	\$ 100	\$ 1,500
Repair & Maintenance Vehicles	\$ 6,500	\$ 11,927	\$ 12,500	\$ 12,000
Repair & Maintenance Equipment	\$ 5,200	\$ 14,856	\$ 15,250	\$ 15,800
Repair & Maintenance - Trees	\$ 15,000	\$ 10,750	\$ 12,000	\$ 15,000
Office Supplies	\$ 200	\$ 500	\$ 750	\$ 500
Operating Supplies	\$ 10,000	\$ 9,270	\$ 10,000	\$ 10,000
Tools	\$ 2,500	\$ 754	\$ 750	\$ 1,500
Fuel & Oil	\$ 26,000	\$ 13,759	\$ 16,000	\$ 18,000

Description	FY25 Actuals				FY26 Budget
	FY25 Budget	Through 8/31/25	FY25 Projection		
Employee Uniforms	\$ 2,200	\$ 1,649	\$ 2,200	\$	2,300
Operating Expense Sub Totals:	\$ 202,969	\$ 200,827	\$ 216,114	\$	226,060
Capital Outlay					
Machinery & Equipment	\$ -	\$ -	\$ 14,500	\$	-
Capital Outlay Sub Totals:	\$ -	\$ -	\$ 14,500	\$	-
Roads & Streets Expense Sub Totals:	\$ 575,321	\$ 514,682	\$ 573,089	\$	591,047

FY25 Actuals

Description	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget
FACILITIES				
Personnel				
Regular Salaries	\$ 41,031	\$ 47,468	\$ 51,320	\$ 41,777
Overtime	\$ 500	\$ 574	\$ 700	\$ 500
Longevity	\$ -	\$ -		
FICA/MED	\$ 3,177	\$ 3,723	\$ 3,980	\$ 3,234
Retirement	\$ 5,661	\$ 6,662	\$ 7,150	\$ 5,861
Life & Health Insurance	\$ 15,425	\$ 8,509	\$ 8,700	\$ 14,102
Workers Comp	\$ 600	\$ 757	\$ 800	\$ 750
Unemployment	\$ 125	\$ 18	\$ 50	\$ 50
Personnel Sub Totals:	\$ 66,519	\$ 67,711	\$ 72,699	\$ 66,275
Operating Expenditures				
Contract Services - Elevator Maintenance	\$ 2,700	\$ 3,623	\$ 4,600	\$ 4,100
Wireless	\$ 480	\$ 2,663	\$ 3,551	\$ 3,300
Utilities	\$ 24,000	\$ 18,272	\$ 19,933	\$ 24,000
Property & Liability Insurance	\$ 45,229	\$ 44,447	\$ 44,447	\$ 47,114
Repair & Maintenance Facilities	\$ 5,000	\$ 20,587	\$ 21,500	\$ 11,000
Repair & Maintenance Vehicles	\$ 300	\$ 957	\$ 1,000	\$ 1,000
Repair & Maintenance Equipment	\$ 3,000	\$ -	\$ -	\$ -
Office Supplies	\$ 400	\$ 760	\$ 100	\$ 100
Operating Supplies	\$ 7,000	\$ 7,845	\$ 7,900	\$ 7,200
Fuel	\$ 750	\$ 338	\$ 350	\$ 350
Employee Uniforms	\$ 675	\$ 357	\$ 450	\$ 500
Operating Expense Sub Totals:	\$ 89,534	\$ 99,848	\$ 103,831	\$ 98,664
Facilities Expense Sub Totals:	\$ 156,053	\$ 167,559	\$ 176,530	\$ 164,938
Public Works Totals	\$ 791,694	\$ 727,493	\$ 807,166	\$ 820,135

Description	FY25 Budget	FY25 Actuals		FY25 Projection	Moved to Fire and City Manager for FY26
		Through 8/31/25			
Operating Expenses					
Training & Travel	\$ 500	\$ -	\$ -		
Professional Services	\$ -	\$ 190	\$ 190		
Wireless	\$ 960	\$ 856	\$ 960		
Communication Services	\$ -	\$ -	\$ -		
Vehicle Insurance	\$ 1,000	\$ 862	\$ 862		
Repair & Maintenance Vehicle	\$ -	\$ -	\$ -		
Marketing & Promotion	\$ -	\$ -	\$ -		
Office Supplies	\$ 100	\$ 41	\$ 50		
Operating Supplies	\$ 500	\$ 525	\$ 600		
Fuel	\$ -	\$ 191	\$ 225		
Employee Uniforms	\$ 100	\$ -	\$ -		
Software - Website Hosting - Civic Plus	\$ 3,759	\$ 3,401	\$ 3,401		
StoryBlocks, Canva, GoDaddy	\$ 670	\$ 4,066	\$ 4,066		
Dues & Membership -Fla PIO Association	\$ 150	\$ -	\$ -		
Operating Expense Sub Totals:	\$ 7,739	\$ 10,132	\$ 10,354		
Public Information Office Expense	\$ 7,739	\$ 10,132	\$ 10,354		

PARKS AND RECREATION

Description	FY25 Actuals					
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget		
Personnel						
Regular Salaries	\$ 161,202	\$ 146,941	\$ 161,000	\$ 161,959		
Overtime	\$ 1,000	\$ 337	\$ 750	\$ 1,000		
Longevity	\$ -	\$ -	\$ -	\$ -		
FICA/MED	\$ 12,408	\$ 9,947	\$ 12,374	\$ 12,466		
Retirement	\$ 22,108	\$ 22,371	\$ 22,233	\$ 22,863		
Life & Health Insurance	\$ 49,359	\$ 37,418	\$ 40,820	\$ 51,537		
Workers Comp	\$ 4,200	\$ 5,938	\$ 6,478	\$ 4,200		
Unemployment	\$ 125	\$ 78	\$ 100	\$ 100		
Personnel Sub Totals:	\$ 250,402	\$ 223,030	\$ 243,754	\$ 254,126		
Operating Expenditures						
Training & Travel	\$ 500	\$ 1,161		\$ 500		
Contract Services	\$ 5,250	\$ 3,856	\$ 5,250	\$ 5,408		
Wireless	\$ 480	\$ 3,988	\$ 4,200	\$ 4,200		
Utilities	\$ 60,965	\$ 55,696	\$ 66,836	\$ 67,000		
Rental Equipment	\$ -	\$ -	\$ -	\$ -		
Property & Liability Insurance	\$ 81,271	\$ 78,120	\$ 78,120	\$ 79,682		
Repair & Maintenance Parks & Facilities	\$ 37,500	\$ 34,987	\$ 37,500	\$ 37,500		
Repair & Maintenance Vehicles	\$ 2,000	\$ 964	\$ 2,000	\$ 2,000		
Repair & Maintenance Equipment	\$ 2,000	\$ 3,482	\$ 4,500	\$ 4,500		
Tree Maintenance	\$ 2,000	\$ 5,175	\$ 7,500	\$ 3,000		
Operating Supplies Parks	\$ 5,000	\$ 19,248	\$ 20,000	\$ 20,000		
Operating Supplies Recreation	\$ 15,000	\$ 8,662	\$ 10,000	\$ 10,000		
Soccer Expenses	\$ 22,000	\$ 21,651	\$ 20,000	\$ 18,000		
Volleyball Expenses	\$ 6,000	\$ 9,120	\$ 9,000	\$ 10,000		

Description	FY25 Actuals				FY25 Projection		FY26 Budget
	FY25 Budget	Through 8/31/25					
Softball Expenses	\$ 500	\$ 78	\$ 500	\$ 500			
Baseball Expenses	\$ 1,000	\$ 992	\$ 1,000	\$ 1,000			
Sports Uniforms	\$ -	\$ 62	\$ 62	\$ -			
Fuel	\$ 7,000	\$ 6,646	\$ 5,500	\$ 7,000			
Employee Uniforms	\$ 350	\$ 572	\$ 350	\$ 350			
Dues & Membership	\$ 6,300	\$ 180	\$ 1,000	\$ 1,000			
Aid to Private Organizations - Sponsorship	\$ 100	\$ 81	\$ 81	\$ -			
Operating Expense Sub Totals:	\$ 255,216	\$ 254,738	\$ 273,398	\$ 271,640			
Capital Outlay							
Machinery & Equipment	\$ 500	\$ 45,341	\$ 500	\$ -			
Machinery & Equipment Sub Totals:	\$ 500	\$ 45,341	\$ 500	\$ -			
Parks & Recreation Expense Totals	\$ 506,118	\$ 523,109	\$ 517,652	\$ 525,766			

FARMERS MARKET

Description	FY25 Actuals				FY25 Projection	FY26 Budget		
	FY25 Budget	Through 8/31/25						
Personnel								
Regular Salaries	\$	10,503	\$	9,242	\$	10,400	\$	10,818
FICA/MED	\$	803	\$	707	\$	796	\$	828
Retirement	\$	1,390	\$	1,266	\$	1,418	\$	1,518
Workers' Comp	\$	-	\$	15	\$	18	\$	20
Unemployment	\$	-	\$	10	\$	14	\$	20
Personnel Sub Totals:	\$	12,696	\$	11,240	\$	12,645	\$	13,203
Operating Expenditures								
Utilities	\$	800	\$	582	\$	700	\$	700
Operating Supplies	\$	1,000	\$	1,946	\$	2,000	\$	200
SNAP token redemption	\$	6,000	\$	-	\$	-	\$	-
Operating Expense Sub Totals:	\$	7,800	\$	2,528	\$	2,700	\$	900
Farmers Market Expense Totals	\$	20,496	\$	13,768	\$	15,345	\$	14,103

FIRE DEPARTMENT

Description	FY25 Actuals				
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget	
Revenues:					
Intergovernmental					
Alachua County Agreement	\$ 360,000	\$ 304,656	\$ 304,656	\$ 197,000	
R03 Sub Totals:	\$ 360,000	\$ 304,656	\$ 304,656	\$ 197,000	
Fire Fees					
Fire Inspection Fees	\$ 3,000	\$ 673	\$ 673	\$ 3,000	
Fire Assessment	\$ 785,232	\$ 756,148	\$ 760,000	\$ 969,220	
Fire Plan Review	\$ 10,000	\$ 487	\$ 500	\$ 5,000	
R10 Sub Totals:	\$ 798,232	\$ 757,308	\$ 761,173	\$ 977,220	
Interest Earned					
Interest	\$ 1,800	\$ 1,864	\$ 1,864	\$ 1,800	
R13 Sub Totals:	\$ 1,800	\$ 1,864	\$ 1,864	\$ 1,800	
Misc Revenue					
Sale of Fixed Assets	\$ 740,000	\$ 757,271	\$ 761,081	\$ -	
Misc Fire Revenue Supplemental	\$ 5,570	\$ 3,810	\$ 5,500	\$ 3,500	
Donations	\$ -	\$ 355	\$ 200	\$ -	
Fire Billable Services	\$ 3,500	\$ 2,280	\$ 3,000	\$ 3,500	
FEMA Reimbursement Debby	\$ -	\$ -	\$ 9,515	\$ -	
FEMA Reimbursement Helene	\$ -	\$ -	\$ 8,071	\$ -	
Fire Insurance Recovery	\$ -	\$ 10,413	\$ 19,000	\$ -	
R14 Sub Totals:	\$ 749,070	\$ 774,130	\$ 806,367	\$ 7,000	
Transfers In					
Transfer In from General Fund	\$ 1,102,866	\$ 551,433	\$ 1,102,442	\$ 1,121,711	
Transfer in From ARPA 5500 Truck p	\$ 125,000	\$ 125,000	\$ 125,000	\$ -	
R16 Sub Totals:	\$ 1,227,866	\$ 676,433	\$ 1,227,442	\$ 1,121,711	
Revenue Sub Totals:	\$ 3,136,968	\$ 2,514,391	\$ 3,101,502	\$ 2,304,731	

Description	FY25 Actuals				FY26 Budget
	FY25 Budget	Through 8/31/25	FY25 Projection		
Personnel					
Fire Volunteer Stipend	\$ 1,000	\$ 570	\$ 570	\$ 1,000	
Regular Salaries	\$ 1,040,646	\$ 948,125	\$ 1,027,136	\$ 1,051,575	
Overtime	\$ 125,000	\$ 175,184	\$ 189,783	\$ 200,000	
Longevity	\$ 2,000	\$ -	\$ -	\$ -	
FICA/MED	\$ 89,325	\$ 83,831	\$ 90,817	\$ 95,822	
Retirement	\$ 382,871	\$ 343,652	\$ 372,290	\$ 440,781	
Life & Health Insurance	\$ 213,477	\$ 101,707	\$ 110,183	\$ 143,443	
Workers Comp	\$ 40,849	\$ 48,331	\$ 52,725	\$ 60,000	
Unemployment	\$ 500	\$ 422	\$ 461	\$ 500	
Personnel Sub Totals:	\$ 1,895,668	\$ 1,701,824	\$ 1,843,964	\$ 1,993,121	
Operating Expenditures					
Training & Travel	\$ 5,000	\$ 4,749	\$ 5,000	\$ 11,000	
ADD EMT and Paramedic Renewals	\$ 800	\$ 370	\$ 500	\$ -	
Medical Director - Prof Svcs	\$ 12,000	\$ 8,000	\$ 12,000	\$ 12,000	
Fire Assessment Study Prof Svc	\$ 10,000	\$ 16,500	\$ 22,400	\$ 11,000	
Wireless	\$ 240	\$ 9,046	\$ 13,021	\$ 11,500	
Communication Services TRS	\$ 18,697	\$ 12,100	\$ 13,200	\$ 13,200	
Utilities	\$ 13,398	\$ 12,906	\$ 14,251	\$ 14,000	
Property & Liability Insurance	\$ 22,308	\$ 22,028	\$ 22,028	\$ 23,110	
Repair & Maintenance	\$ 4,000	\$ 1,258	\$ 2,000	\$ 6,000	
Repair & Maintenance Vehicle	\$ 15,000	\$ 7,890	\$ 11,500	\$ 18,000	
Repair & Maintenance Equipment	\$ 35,575	\$ 31,054	\$ 33,000	\$ 15,000	
Email Licenses	\$ 2,790	\$ -	\$ 2,790	\$ 3,000	
ALS State License	\$ -	\$ -		\$ 500	
Office Supplies	\$ 500	\$ 328	\$ 500	\$ 500	

Description	FY25 Actuals			
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget
Operating Supplies	\$ 9,500	\$ 9,066	\$ 9,500	\$ 11,500
Fuel & Oil	\$ 22,150	\$ 14,257	\$ 20,000	\$ 24,000
Narcotics/Meds	\$ 500	\$ -	\$ 500	\$ 500
Employee Uniforms	\$ 8,000	\$ 8,220	\$ 8,000	\$ 10,500
Software Maintenance Agreement	\$ 26,392	\$ 13,634	\$ 26,392	\$ 27,000
Subscription & Dues	\$ 3,800	\$ 7,682	\$ 7,682	\$ 3,800
Paramedic School	\$ 3,000	\$ 1,751	\$ 3,000	\$ 9,000
Operating Expense Sub Totals:	\$ 213,650	\$ 180,837	\$ 227,264	\$ 225,110
Capital Outlay				
Machinery & Equip- Bunker Gear	\$ 5,000	\$ 12,745	\$ 12,745	\$ 6,500
FY2025 Truck Purchases	\$ 310,000	\$ 109,272	\$ 310,000	\$ -
Capital Outlay Sub Totals:	\$ 315,000	\$ 122,018	\$ 322,745	\$ 6,500
Debt Service				
Fire SUV Leases	\$ -	\$ -		\$ -
HeavyRescue &Pumper LeaseToOwn	\$ 712,651	\$ 707,529	\$ 707,529	\$ 80,000
Debt Service Sub Totals:	\$ 712,651	\$ 707,529	\$ 707,529	\$ 80,000
Fire Expense Totals	\$ 3,136,969	\$ 2,712,207	\$ 3,101,503	\$ 2,304,731
Fire Revenue Totals	\$ 3,136,968	\$ 2,514,391	\$ 3,101,502	\$ 2,304,731
Fire Expense Totals	\$ 3,136,969	\$ 2,712,207	\$ 3,101,503	\$ 2,304,731
Fire Surplus/(Deficit)			\$ (0)	\$ (0)

Transfers From General Fund to Other Funds

Description	FY25 Actuals				FY26 Budget
	FY25 Budget	Through 8/31/25	FY25 Projection		
Transfers					
Transfer to CRA TIF	\$ 152,000	\$ 153,730	\$ 153,730	\$ 171,860	
Transfer to Fire Control Fund	\$ 1,102,866	\$ 551,433	\$ 1,102,442	\$ 1,121,711	
Transfers From General Fund	\$ 1,254,866	\$ 705,163	\$ 1,256,172	\$ 1,293,571	
Transfer from ARPA to GF - LDC & Planner	\$ -	\$ -		\$ 90,000	
Transfer from Red Speed to GF - Crossing	\$ -	\$ -	\$ -	\$ 16,727	
Transfer from Red Speed to GF as budgete	\$ -	\$ -	\$ 30,000	\$ -	
Transfer to GF Fund Balance	\$ -	\$ -	\$ 67,354	\$ 0	
Transfers to The GF	\$ -	\$ -	\$ 97,354	\$ 106,727	

BUILDING FUND

Description	FY25 Budget	FY25 Actuals Through 8/31/25	FY25 Projection	FY26 Budget
Building Permits	\$ 300,000	\$ 251,819	\$ 274,712	\$ 270,000
Building Permit Surcharge	\$ 17,000	\$ 3,191	\$ 3,481	\$ 3,700
Reinspection Fee	\$ 3,250	\$ 1,825	\$ 1,991	\$ 1,700
Reinstatement Fee	\$ 1,500	\$ 648	\$ 707	\$ 800
Appropriation of Prior Year Funds	\$ 79,684		\$ 86,241	\$ 99,036
Revenue Sub Totals:	\$ 401,434	\$ 257,483	\$ 367,131	\$ 375,236
Personnel				
Regular Salaries	\$ 175,592	\$ 165,093	\$ 180,101	\$ 181,297
Overtime	\$ 500	\$ 2,720	\$ 3,000	\$ 500
Longevity	\$ -	\$ -	\$ 500	\$ -
FICA/MED	\$ 13,472	\$ 11,144	\$ 14,045	\$ 13,908
Retirement	\$ 24,001	\$ 25,049	\$ 27,532	\$ 25,506
Life & Health Insurance	\$ 37,020	\$ 22,941	\$ 26,162	\$ 38,871
Workers Comp	\$ 850	\$ 2,373	\$ 2,588	\$ 850
Unemployment	\$ 125	\$ 73	\$ 100	\$ 125
Personnel Totals:	\$ 251,560	\$ 229,392	\$ 254,029	\$ 261,057
Operating Expenses				
Training & Travel	\$ 1,750	\$ 1,125	\$ 2,000	\$ 2,000
Contract Services	\$ 75,000	\$ 31,590	\$ 40,859	\$ 40,000
Professional Services	\$ 800	\$ -	\$ -	\$ 800
Wireless	\$ 1,020	\$ 460	\$ 1,020	\$ 1,000
Utilities	\$ 800	\$ 1,545	\$ 2,000	\$ 1,325
Copier Lease	\$ 4,000	\$ 3,379	\$ 4,000	\$ 4,000
Building Lease	\$ 12,000	\$ 11,000	\$ 12,000	\$ 12,000

Description	FY25 Actuals		FY25		FY25	
	FY25 Budget	Through 8/31/25	Projection	Projection	FY26 Budget	FY26 Budget
Property & Liability Insurance	\$ 2,924	\$ 676	\$ 676	\$ 676	\$ 2,924	\$ 2,924
Repair & Maintenance Building	\$ -	\$ 17	\$ 17	\$ 17	\$ -	\$ -
Repair & Maintenance Vehicle	\$ 200	\$ 121	\$ 200	\$ 200	\$ 200	\$ 200
Software Maintenance	\$ 9,600	\$ 8,400	\$ 9,600	\$ 9,600	\$ 9,600	\$ 9,600
Office Supplies	\$ 2,500	\$ 673	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Operating Supplies	\$ 3,250	\$ 2,803	\$ 3,250	\$ 3,250	\$ 3,250	\$ 3,250
Fuel	\$ 1,700	\$ 1,443	\$ 2,500	\$ 2,500	\$ 1,750	\$ 1,750
Employee Uniforms	\$ 500	\$ 20	\$ 150	\$ 150	\$ 500	\$ 500
Subscriptions & Memberships	\$ 500	\$ (60)	\$ 500	\$ 500	\$ 500	\$ 500
Operating Expense Total:	\$ 116,544	\$ 63,192	\$ 79,772	\$ 79,772	\$ 80,849	\$ 80,849
Vehicle Lease Payment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Totals:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers						
Transfer to General Fund	\$ 33,330	\$ 16,665	\$ 33,330	\$ 33,330	\$ 33,330	\$ 33,330
Transfer Totals:	\$ 33,330	\$ 16,665	\$ 33,330	\$ 33,330	\$ 33,330	\$ 33,330
Building Expense Total	\$ 401,434	\$ 309,249	\$ 367,131	\$ 367,131	\$ 375,236	\$ 375,236
Building Revenue Total	\$ 401,434	\$ 257,483	\$ 367,131	\$ 367,131	\$ 375,236	\$ 375,236
Building Expense Total	\$ 401,434	\$ 309,249	\$ 367,131	\$ 367,131	\$ 375,236	\$ 375,236
Building Surplus / (Deficit)	\$ -	\$ 1,951	\$ 0	\$ 0	\$ (0)	\$ (0)

CEMETERY

Description	FY25 Actuals					
	FY25 Budget	Through 8/31/25	FY25 Projection	FY26 Budget		
Appropriation of Prior Year Funds						
Appropriation of Prior Year Funds	\$ 45,120	\$ 10,660	\$ 40,820	\$ 45,206		
Appropriation of Prior Year Funds Sub Totals:	\$ 45,120	\$ 10,660	\$ 40,820	\$ 45,206		
Cemetery Fees						
Cemetery Fees	\$ 15,200	\$ 19,500	\$ 19,500	\$ 19,500		
Cemetery Fees Sub Totals:	\$ 15,200	\$ 19,500	\$ 19,500	\$ 19,500		
Revenue Sub Totals:	\$ 60,320	\$ 30,160	\$ 60,320	\$ 64,706		
Transfers						
Transfer to General Fund	\$ 60,320	\$ 30,160	\$ 57,547	\$ 64,150		
Transfers Totals:	\$ 60,320	\$ 30,160	\$ 57,547	\$ 64,150		
Expense Sub Totals:	\$ 60,320	\$ 30,160	\$ 57,547	\$ 64,150		
Cemetery Fund Surplus / (Deficit)	\$ -	\$ -	\$ 2,773	\$ 556		

CRA - COMMUNITY REDEVELOPMENT AGENCY

Description	FY25 Budget	FY25 Actuals Through 8/31/25	FY25 Projection	FY26 Budget
Taxes				
TIF AdValorem - City	\$ 152,000	\$ 153,730	\$ 153,730	\$ 171,860
TIF AdValorem - County	\$ 152,000	\$ 153,730	\$ 153,730	\$ 171,860
Taxes Sub Totals:	\$ 304,000	\$ 307,460	\$ 307,460	\$ 343,720
Grants				
Grant Reimbursements to CRA	\$ -	\$ -	\$ -	\$ -
Grants Sub Totals	\$ -	\$ -	\$ -	\$ -
Rentals				
Rental Income	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Rental Income Totals:	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
Interest Earned				
Interest Income	\$ 1,500	\$ 2,836	\$ 3,000	\$ 3,000
Interest Earned Sub Totals:	\$ 1,500	\$ 2,836	\$ 3,000	\$ 3,000
Miscellaneous Revenue				
Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -
Total Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
Appropriated Funds				
Appropriation Prior Year Funds	\$ 322,728	\$ -	\$ 156,960	\$ 270,000
Appropriation of Prior Year Funds Sub Totals:	\$ 322,728	\$ -	\$ 156,960	\$ 270,000
Transfer from ARPA for Parking Study	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
Total Transfers in:	\$ 10,000	\$ 10,000	\$ 10,000	\$ -
Revenue Sub Totals:	\$ 650,228	\$ 332,296	\$ 489,420	\$ 628,720
Personnel				
Regular Salaries	\$ 78,000	\$ 70,894	\$ 76,802	\$ 81,237
Overtime	\$ 1,000	\$ -	\$ -	\$ 500
Longevity	\$ -	\$ -	\$ -	\$ -
FICA/MED	\$ 6,044	\$ 5,374	\$ 5,875	\$ 6,253

Description	FY25 Actuals		FY25		FY26 Budget
	FY25 Budget	Through 8/31/25	Projection		
Retirement	\$ 10,768	\$ 8,909	\$ 10,468	\$	11,468
Life & Health Insurance	\$ 21,588	\$ 18,247	\$ 19,906	\$	22,667
Workers Comp	\$ 1,000	\$ 2,060	\$ 2,247	\$	2,400
Unemployment	\$ 100	\$ 146	\$ 159	\$	160
Personnel Expense Sub Totals	\$ 118,500	\$ 105,630	\$ 115,458	\$	124,685
Operating Expenses					
Single Audit Expense	\$ 4,000	\$ 4,000	\$ 4,000	\$	4,000
Grant Program Expenses - Commercial	\$ 40,000	\$ 31,857	\$ 40,000	\$	40,000
Grant Program Expenses - Residential	\$ 20,000	\$ 9,281	\$ 14,281	\$	20,000
Training & Travel	\$ 6,500	\$ 2,072	\$ 2,072	\$	6,500
Professional Services	\$ 50,000	\$ -	\$ -	\$	50,000
Professional Services - Planning	\$ 35,000	\$ -	\$ -	\$	35,000
Contract Services	\$ -	\$ (146)	\$ -	\$	-
Contract Services High Springs Police	\$ 15,000	\$ 14,970	\$ 14,970	\$	20,000
Downtown Beautification	\$ 5,000	\$ 1,429	\$ 1,750	\$	5,000
Contract Services City Attorney	\$ 2,000	\$ -	\$ -	\$	2,000
Wireless - City Cell Phone	\$ 480	\$ 324	\$ 480	\$	500
Utilities	2500	\$ 1,951	\$ 1,752	\$	2,500
Property & General Liability Insurance	\$ 10,042	\$ 4,901	\$ 4,901	\$	10,042
Repair & Maintenance	\$ 15,000	\$ 225	\$ 225	\$	15,000
Printing & Information Sharing	\$ 2,000	\$ -	\$ -	\$	2,000
CRA Event	\$ 2,000	\$ 19	\$ -	\$	2,000
Office Supplies	\$ 1,000	\$ 9	\$ 9	\$	1,000
Operating Supplies	\$ 10,000	\$ 1,338	\$ 2,500	\$	10,000
Fuel & Oil	\$ 1,000	\$ 311	\$ 325	\$	1,000
Employee Uniforms	\$ 350	\$ 621	\$ 460	\$	500

Description	FY25 Actuals		FY25		FY26 Budget
	FY25 Budget	Through 8/31/25	Projection		
Subscriptions & Memberships	\$ 2,000	\$ 670	\$ 1,000	\$	1,000
Operating Expense Sub Totals	\$ 226,372	\$ 74,875	\$ 88,725	\$	228,042
Capital Outlay					
Parking Study	\$ 10,000	\$ 12,155	\$ 12,155	\$	150,000
Capital Improvement Projects	\$ 267,856	\$ -	\$ -	\$	98,493
Improvements other than Bldgs	\$ -	\$ -	\$ -	\$	-
Priest Theater contingency	\$ -	\$ -	\$ -	\$	-
Capital Outlay Sub Totals	\$ 277,856	\$ 12,155	\$ 12,155	\$	248,493
Transfers					
Transfer to General Fund	\$ 27,500	\$ 13,750	\$ 27,500	\$	27,500
Transfers Sub Totals	\$ 27,500	\$ 13,750	\$ 27,500	\$	27,500
CRA Expense Totals	\$ 650,228	\$ 206,410	\$ 243,838	\$	628,720
CRA Revenue Totals	\$ 650,228	\$ 332,296	\$ 489,420	\$	628,720
CRA Expense Totals	\$ 650,228	\$ 206,410	\$ 243,838	\$	628,720
CRA Surplus / (Revenues)	\$ -	\$ 125,886	\$ 245,582	\$	(0)

TIF = Tax Increment Fund

WSPP - WILD SPACES PUBLIC PLACES

Description	FY25 Budget	FY25 Actuals Through 8/31/25	FY25 Projection	FY26 Budget
Taxes				
Wild Spaces 1/2 Cent Surtax	\$ 415,000	\$ 343,577	\$ 435,000	\$ 435,000
Tax Revenue Sub Totals:	\$ 415,000	\$ 343,577	\$ 435,000	\$ 435,000
Sale of Fixed Assets	\$ -	\$ 1,500	\$ 1,500	\$ -
Sale of Fixed Assets Sub Totals:	\$ -	\$ 1,500	\$ 1,500	\$ -
Interest Revenue	\$ -	\$ 2,125	\$ 3,000	\$ 3,000
Interest Sub Total:	\$ -	\$ 2,125	\$ 3,000	\$ 3,000
Appropriated Funds				
Appropriation of Prior Year Funds	\$ 205,831	\$ 205,831		
Appropriation of Prior Year Funds Sub	\$ 205,831	\$ 205,831	\$ -	\$ -
Revenue Sub Totals:	\$ 620,831	\$ 553,032	\$ 436,500	\$ 435,000
Operating Expenses				
Tree Maintenance	\$ -	\$ 4,800	\$ 4,800	\$ 5,000
Canoe Outpost Repairs	\$ 10,000	\$ 6,363	\$ 7,500	\$ 10,000
Flood Insurance Canoe Outpost	\$ 4,000	\$ 3,888	\$ 3,888	\$ 4,000
Operating Supplies Canoe Outpost	\$ -	\$ 25	\$ -	\$ -
Improvements	\$ 8,000	\$ 350	\$ 350	\$ 8,000
Operating Expense Sub Totals:	\$ 22,000	\$ 15,426	\$ 16,538	\$ 27,000
Capital Outlay				
Building Improvements	\$ 5,000	\$ -	\$ -	\$ 5,000
Fields at Sports Complex Irrigation, Site, S	\$ 1,500	\$ 69,100	\$ 69,100	\$ 45,000
Parks Master Plan	\$ 20,000	\$ 30,946	\$ 35,000	\$ -
Catherine Taylor Park / Douglass Community Center - Parking Lot	\$ 20,000	\$ -	\$ -	\$ 30,000
Capital Projects TBD	\$ 455,378	\$ -	\$ -	\$ 328,000
Capital Outlay Subtotals	\$ 501,878	\$ 100,046	\$ 104,100	\$ 408,000

Description	FY25 Actuals		FY25		FY26 Budget
	FY25 Budget	Through 8/31/25	Projection		
Debt Service					
Canoe Outpost Debt Payment	\$ 96,953	\$ 92,059	\$ 92,059	\$ -	
Debt Service Sub Totals:	\$ 96,953	\$ 92,059	\$ 92,059	\$ -	
Wild Spaces Public Places Expense	\$ 620,831	\$ 207,531	\$ 212,697	\$ 435,000	
Wild Spaces Public Places Revenue Total	\$ 620,831	\$ 553,032	\$ 436,500	\$ 435,000	
Wild Spaces Public Places Expense	\$ 620,831	\$ 207,531	\$ 212,697	\$ 435,000	
Wild Spaces Public Places	\$ -		\$ 223,803	\$ -	

TRANSPORTATION

Description	FY25 Actuals		FY25		FY26 Budget	
	FY25 Budget	Through 8/31/25	Projection			
Sources:						
Local Option Gas Tax - LOGT	\$ 423,523	\$ 262,652	\$ 286,530	\$		286,530
FDOT Sign Maintenance	\$ 11,172	\$ 12,220	\$ 12,220	\$		12,500
FDOT Signal Maintenance	\$ 25,376	\$ 26,008	\$ 26,008	\$		26,200
Approp of Prior Year Funds	\$ 225,004	\$ -	\$ 134,019	\$		11,530
Sources Total:	\$ 685,075	\$ 300,880	\$ 458,777	\$		336,760
Uses:						
Repair & Maint Traffic Signs	\$ 11,172	\$ -	\$ 11,172	\$		11,172
Repair & Maint Traffic Lights	\$ 25,376	\$ 5,390	\$ 25,376	\$		25,376
Sign Shop	\$ -	\$ 2,226	\$ 3,500	\$		750
Operating Expenses Subtotal:	\$ 36,548	\$ 7,616	\$ 40,048	\$		37,298
Road Projects TBD	\$ 241,328	\$ -		\$		30,204
NW 176th Southside Court	\$ 28,511	\$ 28,511	\$ 28,511			
NW 189th Ave	\$ 14,800	\$ 14,800	\$ 14,800			
NW 238th St US27 NW 288th	\$ 54,320	\$ 54,320	\$ 54,320			
NW 240 ST 190-199th	\$ 40,310	\$ 40,310	\$ 40,310			
Project Totals:	\$ 379,269	\$ 137,941	\$ 137,941	\$		30,204
Transfer to General Fund	\$ 269,258	\$ 134,629	\$ 269,258	\$		269,258
Transfer Totals:	\$ 269,258	\$ 134,629	\$ 269,258	\$		269,258
Expense Totals:	\$ 685,075	\$ 280,186	\$ 447,247	\$		336,760
Revenue Totals	\$ 685,075	\$ 300,880	\$ 458,777	\$		336,760
Expense Totals	\$ 685,075	\$ 280,186	\$ 447,247	\$		336,760
Net Surplus/(Deficit)	\$ -		\$ 11,530	\$		-

SEWER

Description	FY25 Budget	FY25 Actuals Through 8/31/25	FY25 Projection	FY26 Budget
Revenues				
Utility Revenue				
Sewer Service Fee Revenue	\$ 1,495,791	\$ 1,364,791	\$ 1,495,791	\$ 1,508,951
Rate Change Revenue				\$ 620,703
Grinder Pump Replace Fee Rev	\$ 10,000	\$ 13,686	\$ 13,686	\$ 10,000
Sewer Connection Fee Revenue	\$ 21,600	\$ 20,000	\$ 20,000	\$ 21,600
New Construction Grinder Installation Fee	\$ 80,967	\$ 155,792	\$ 160,000	\$ 70,000
Misc Revenue-Sewer	\$ 500	\$ 695	\$ 395	\$ -
FEMA Reimbursement - Helene			\$ 45,456	\$ -
Utility Revenue Sub Totals:	\$ 1,608,858	\$ 1,554,963	\$ 1,735,328	\$ 2,231,254
Interest Earned				
Interest Earned Revenue	\$ 5,000	\$ 5,591	\$ 6,000	\$ 1,000
Interest Sub Totals:	\$ 5,000	\$ 5,591	\$ 6,000	\$ 1,000
Misc Revenue				
Sale of Fixed Assets	\$ -	\$ 10,400	\$ 10,400	\$ -
Sale of Scrap - Sewer	\$ -	\$ 1,173	\$ 1,173	\$ -
Miscellaneous Revenue Sub Totals	\$ -	\$ 11,573	\$ 11,573	\$ -
Transfers In				
Transfer from Infrastructure LS Pumps	\$ -	\$ -	\$ -	\$ -
Transfer from Impact to Sewer	\$ 394,000	\$ 394,000	\$ 367,698	\$ -
Transfer in From Infrastructure	\$ 585,000	\$ 585,000	\$ 500,000	\$ -
Sewer Revenues Totals:	\$ 2,592,858	\$ 2,539,555	\$ 2,609,026	\$ 2,232,254
Personnel				
Regular Salaries	\$ 248,353	\$ 214,007	\$ 231,841	\$ 285,112
Overtime	\$ 15,000	\$ 13,210	\$ 13,500	\$ 15,000
Longevity	\$ 500	\$ -	\$ -	\$ 1,500

Description	FY25 Actuals		FY25		FY26 Budget	
	FY25 Budget	Through 8/31/25	Projection			
FICA/MED	\$ 20,185	\$ 14,862	\$ 18,769	\$		23,073
Retirement	\$ 34,932	\$ 26,423	\$ 33,440	\$		42,316
Life & Health Insurance	\$ 61,699	\$ 41,684	\$ 45,473	\$		78,164
Workers Comp	\$ 5,000	\$ 6,665	\$ 7,271	\$		7,500
Unemployment	\$ 100	\$ 73	\$ 79	\$		100
Personnel Subtotals:	\$ 385,769	\$ 316,923	\$ 350,373	\$		452,765
Operating Expenses						
Training & Travel	\$ 600	\$ 545	\$ 600	\$		2,500
Prof Svc-Two Fold	\$ 14,496	\$ 3,750	\$ 5,000	\$		-
Credit card Fee Expense	\$ -	\$ 13,668	\$ 14,911	\$		-
Acctg&Auditing-WW Grants	\$ 4,000	\$ 600	\$ 4,000	\$		4,000
Contract Svc- Lab Testing	\$ 24,000	\$ 8,625	\$ 9,409	\$		10,500
Contr Svc Grinder Install	\$ -	\$ 2,180	\$ 2,180	\$		-
Contr Svc Sludge Hauling	\$ 120,000	\$ 114,369	\$ 138,000	\$		135,000
Wireless	\$ 1,920	\$ 1,349	\$ 1,920	\$		2,750
Communications - Call Center	\$ 1,440	\$ 2,078	\$ 2,267	\$		2,500
Utilities	\$ 72,924	\$ 65,854	\$ 72,924	\$		145,848
Rental Equipment	\$ 2,000	\$ 2,007	\$ 2,007	\$		-
Property & Liability Ins.	\$ 23,391	\$ 16,394	\$ 16,394	\$		65,477
Repair & Maint - Plant & System	\$ 60,000	\$ 36,521	\$ 50,000	\$		50,000
Repair & Maint - All Generators	\$ 5,000	\$ 7,552	\$ 4,000	\$		16,000
Repair & Maintenance Vehicles	\$ 4,000	\$ 4,990	\$ 6,000	\$		6,000
Repair & Maintenance Equipment	\$ -	\$ 1,667	\$ 1,500	\$		2,000
Repair & Maintenance Grinder Pumps	\$ 50,000	\$ 218,207	\$ 230,000	\$		180,000
Operating Supplies Grinder Pump repair	\$ 80,000	\$ 104,759	\$ 104,759	\$		-
Office Supplies	\$ 300	\$ -	\$ -	\$		-
Operating Supplies	\$ 20,000	\$ 7,885	\$ 10,000	\$		8,000

Description	FY25 Actuals		FY25		FY26 Budget
	FY25 Budget	Through 8/31/25	Projection		
Tools	\$ 5,000	\$ 816	\$ 1,000	\$	10,000
Fuel & Oil	\$ 5,500	\$ 7,935	\$ 8,656	\$	9,250
Employee Uniforms	\$ 1,500	\$ 1,899	\$ 2,000	\$	2,500
Chemicals	\$ 30,000	\$ 25,548	\$ 30,000	\$	30,000
Subscription & Membership	\$ 1,000	\$ 348	\$ 1,000	\$	850
Operating Expenses Sub Totals:	\$ 527,071	\$ 649,544	\$ 718,527	\$	683,175
Capital Outlay					
Lift Station Pumps	\$ 25,000	\$ 23,388	\$ 23,388		
WWTP press	\$ 500,000	\$ -	\$ 500,000	\$	-
Replacement Grinder Pumps	\$ 250,000	\$ 54,939	\$ 111,720	\$	180,000
Capital Improvement Sub Totals:	\$ 775,000	\$ 78,327	\$ 635,108	\$	180,000
Debt Service					
Series2003BBondsUSDA	\$ 63,002	\$ 63,002	\$ 63,002	\$	63,002
Series2003ABondsUSDA	\$ 60,833	\$ 60,833	\$ 60,833	\$	60,833
Series2009BondsUSDA	\$ 333,918	\$ 333,918	\$ 333,918	\$	333,964
Mower Max Lease	\$ 63,871	\$ 63,871	\$ 63,871	\$	63,871
AM1 2022 Debt Service	\$ 73,000	\$ 73,000	\$ 73,000	\$	84,250
Debt Service Sub Totals:	\$ 594,624	\$ 594,624	\$ 594,624	\$	605,920
Transfers Out					
Transfer from Sewer to General Fund	\$ 310,394	\$ 155,197	\$ 310,394	\$	310,394
Transfer to fund balance	\$ -	\$ -		\$	-
Transfers Out Sub Totals:	\$ 310,394	\$ 155,197	\$ 310,394	\$	310,394
Sewer Expense Totals	\$ 2,592,858	\$ 1,794,616	\$ 2,609,026	\$	2,232,254
Sewer Revenue Totals	\$ 2,592,858	\$ 2,539,555	\$ 2,609,026	\$	2,232,254
Sewer Expense Totals	\$ 2,592,858	\$ 1,794,616	\$ 2,609,026	\$	2,232,254
Sewer Surplus / (Deficit)	\$ -		\$ 0	\$	0

Description	FY25 Actuals		FY25		FY26 Budget	
	Budget	Through 8/31/25	Projection			
Grant Revenues						
DEP Grant Revenue WWTP	\$ 7,432,486	\$ 4,648,994	\$ 7,432,486	\$ -		
FDEP Grant Revenue CR236 Septic	\$ -	\$ -	\$ -	\$ 1,000,000		
Transfer from CM Contingency				\$ 50,000		
Capital Revenues	\$ 7,432,486	\$ 4,648,994	\$ 7,432,486	\$ 1,050,000		
Grant Expenses						
WWTP Project Expenses	\$ 7,432,486	\$ 5,452,138	\$ 7,432,486	\$ -		
FDEP CR236 Septic Project Expenses	\$ -	\$ 80,907	\$ 82,337	\$ 1,050,000		
Total Capital Project Expenses	\$ 7,432,486	\$ 5,533,045	\$ 7,514,823	\$ 1,050,000		

WATER

Description	FY25 Budget	FY25 Actuals Through 8/31/25	FY25 Projection	FY26 Budget
Utility Revenue				
Water Service Fee Revenue	\$ 1,192,413	\$ 1,131,761	\$ 1,246,761	\$ 1,265,462
Penalties Water	\$ 22,800	\$ 22,305	\$ 23,000	\$ 33,850
Irrigation Meter Charges	\$ 5,200	\$ 9,200	\$ 9,200	\$ 8,400
Disconnect/Reconnect Charges	\$ -	\$ -	\$ -	\$ 4,800
Meter Install Revenue	\$ 35,000	\$ 39,920	\$ 39,920	\$ 25,000
Water Fee Revenue Sub Totals:	\$ 1,255,413	\$ 1,203,186	\$ 1,318,881	\$ 1,337,512
Interest Earned				
Interest-Water	\$ 35,799	\$ 40,625	\$ 44,318	\$ 20,000
Interest Sub Totals:	\$ 35,799	\$ 40,625	\$ 44,318	\$ 20,000
Miscellaneous Revenue				
Misc Revenue Water	\$ 5,000	\$ 658	\$ 658	\$ 500
Miscellaneous Revenue Sub Total:	\$ 5,000	\$ 658	\$ 658	\$ 500
Appropriated Funds				
Personnel				
Regular Salaries	\$ 221,441	\$ 222,087	\$ 240,594	\$ 240,224
Overtime	\$ 25,688	\$ 13,169	\$ 17,120	\$ 25,000
Longevity	\$ 500	\$ -	\$ -	\$ 500
FICA/MED	\$ 18,944	\$ 17,684	\$ 19,715	\$ 20,328
Retirement	\$ 33,752	\$ 32,158	\$ 35,126	\$ 37,281
Life & Health Insurance	\$ 58,614	\$ 35,980	\$ 43,176	\$ 48,949
Workers Comp	\$ 8,500	\$ 9,850	\$ 10,745	\$ 11,000
Unemployment	\$ 150	\$ 97	\$ 120	\$ 120
Personnel Sub Totals:	\$ 367,589	\$ 331,025	\$ 366,597	\$ 383,402

Description	FY25 Budget	FY25 Actuals Through 8/31/25	FY25 Projection	FY26 Budget
Operating Expenses				
Training & Travel	\$ 3,000	\$ 3,714	\$ 3,714	\$ 3,000
Professional Services - Two Fold	\$ 11,000	\$ 3,000	\$ 3,500	\$ 11,000
Credit Card Fees for Utility Bill payments	\$ -	\$ 18,843	\$ 20,556	\$ -
Professional Services - Studies				
Contract Services Lab Testing	\$ 9,517	\$ 1,586	\$ 2,200	\$ 2,200
Contract Services - Health Dept Water Tes	\$ 5,400	\$ 3,825	\$ 4,173	\$ 5,400
Wireless	\$ 1,920	\$ 3,137	\$ 3,422	\$ 3,800
Comm Svcs - SCADA and Call Center	\$ 10,076	\$ 7,424	\$ 8,099	\$ 10,700
Utilities	\$ 48,074	\$ 35,564	\$ 42,677	\$ 48,074
Rental Equipment	\$ -	\$ -		
Property & Liability Insurance	\$ 21,403	\$ 26,540	\$ 26,540	\$ 27,071
Repair & Maintenance - system	\$ 42,000	\$ 34,250	\$ 37,500	\$ 45,000
Repair & Maintenance - WaterPlant		\$ 15,306	\$ 16,697	\$ 19,000
Repair & Maint. - W Plant's Generator	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
Repair & Maintenance - Vehicles	\$ 5,750	\$ 2,389	\$ 4,000	\$ 5,750
Repair & Maintenance - Equipment	\$ 1,000	\$ 398	\$ 1,000	\$ 1,000
Annual Software Maintenance	\$ 375	\$ -	\$ 375	\$ 375
Office Supplies	\$ 400	\$ 86	\$ 200	\$ 250
Operating Supplies	\$ 32,000	\$ 18,957	\$ 27,500	\$ 32,000
Tools	\$ 5,000	\$ 1,732	\$ 3,000	\$ 10,000
Meter Replacement	\$ -	\$ -	\$ -	\$ -
Fuel & Oil	\$ 11,250	\$ 16,156	\$ 19,388	\$ 21,600
Employee Uniforms	\$ 1,500	\$ 926	\$ 1,000	\$ 1,200
Chemicals	\$ 30,000	\$ 32,206	\$ 34,806	\$ 39,000
New Meter Installation	\$ 15,000	\$ 10,050	\$ 10,050	\$ 20,000

Description	FY25 Actuals		FY25		FY26 Budget
	FY25 Budget	Through 8/31/25	Projection		
Subscriptions & Dues	\$ 1,100	\$ 1,508	\$ 1,508	\$	1,508
AMI Annual Maintenance Fee	\$ 66,130	\$ -	\$ 66,130	\$	66,130
Operating Expenses Sub Totals	\$ 322,895	\$ 238,198	\$ 339,635	\$	379,058
Capital Outlay					
Building Improvements	\$ 25,000	\$ -	\$ -	\$	18,170
AMI Project Expenses	\$ -	\$ 23,360	\$ 23,360	\$	-
Capital Outlay Sub Totals	\$ 25,000	\$ 23,360	\$ 23,360	\$	18,170
Debt Service					
Debt Svc - AMI	\$ 111,352	\$ 127,392	\$ 127,392	\$	111,352
Debt Svc - Well #3	\$ 86,528	\$ 82,568	\$ 82,568	\$	83,181
Debt Service Sub Totals	\$ 197,880	\$ 209,960	\$ 209,960	\$	194,533
Transfers Out					
Transfer to General Fund	\$ 382,849	\$ 191,425	\$ 382,849	\$	382,849
Transfer to Fund Balance	\$ -	\$ -	\$ -	\$	-
Transfers Out Sub Totals	\$ 382,849	\$ 191,425	\$ 382,849	\$	382,849
Water Expense Totals	\$ 1,296,213	\$ 993,967	\$ 1,322,400	\$	1,358,012
Water Revenue Totals	\$ 1,296,212	\$ 1,244,468	\$ 1,363,857	\$	1,358,012
Water Expense Totals	\$ 1,296,213	\$ 993,967	\$ 1,322,400	\$	1,358,012
Water Total Surplus / (Deficit)			\$ 41,456	\$	0

SOLID WASTE

Description	FY25 Budget	FY25 Actuals Through 8/31/25	FY25 Projection	FY26 Budget
Revenues				
Collection Fees	\$ 1,819,204	\$ 1,676,585	\$ 1,829,002	\$ 1,829,002
Penalties	\$ 30,768	\$ 24,780	\$ 25,000	\$ 25,000
Miscellaneous Revenue	\$ 200	\$ 100	\$ -	\$ -
Revenue Sub Totals:	\$ 1,850,172	\$ 1,701,465	\$ 1,854,002	\$ 1,854,002
Personnel				
Regular Salaries	\$ 11,312	\$ 1,311	\$ 1,311	\$ 34,148
Overtime	\$ -	\$ -	\$ -	\$ -
Longevity	\$ -	\$ -	\$ -	\$ -
FICA/MED	\$ 865	\$ 98	\$ 98	\$ 2,612
Retirement	\$ 1,542	\$ 179	\$ 179	\$ 4,791
Life & Health Insurance	\$ 3,085	\$ 386	\$ 386	\$ 7,086
Workers Comp	\$ 6	\$ 2	\$ 2	\$ 10
Unemployment	\$ 100	\$ -	\$ -	\$ -
Personnel Sub Totals:	\$ 16,910	\$ 1,975	\$ 1,976	\$ 48,648
Operating Expenses				
Waste Pro Contract	\$ 1,593,610	\$ 1,252,238	\$ 1,502,686	\$ 1,556,503
Credit Card Fee Expense	\$ -	\$ 24,567	\$ 29,480	\$ -
Property & General Liability Insurance	\$ -	\$ -	\$ -	\$ -
Operating Supplies	\$ 826	\$ 3,156	\$ 3,500	\$ 1,000
Transfer to General Fund	\$ 238,826	\$ 119,413	\$ 238,826	\$ 238,826
Transfer to Fund Balance			\$ 77.534	\$ 9.025
Operating Expenses Sub Totals:	\$ 1,833,262	\$ 1,399,374	\$ 1,852,026	\$ 1,805,354
Solid Waste Expense Totals	\$ 1,850,172	\$ 1,401,349	\$ 1,854,002	\$ 1,854,002
Solid Waste Revenue Totals	\$ 1,850,172	\$ 1,701,465	\$ 1,854,002	\$ 1,854,002
Solid Waste Expense Totals	\$ 1,850,172	\$ 1,401,349	\$ 1,854,002	\$ 1,854,002

WATER & SEWER IMPACT FEES

Description	FY25 Budget		FY25 Actuals through 8/31/25		FY25 Projection		FY26 Budget	
Water Impact Fees								
Impact Fees								
Impact Fee-Water								
Water Impact Fee Revenue	\$	10,200	\$	6,000	\$	6,000	\$	-
R11 Sub Totals:	\$	10,200	\$	6,000	\$	6,000	\$	-
Interest Earned								
Water Impact Fee Interest	\$	500	\$	70	\$	70		
R13 Sub Totals:	\$	500	\$	70	\$	70	\$	-
Revenue Sub Totals:	\$	10,700	\$	6,070	\$	6,070	\$	-
No expenditures								
Beginning balance 9/30/24	\$	351,418	\$	6,070	\$	6,070		
Water Impact Fee Fund Balance					\$	357,488		
Sewer Impact Fees								
Impact Fees								
Sewer Impact Fee Revenue	\$	60,000	\$	50,880	\$	63,391	\$	40,000
Impact Fee Revenue Sub Total	\$	60,000	\$	50,880	\$	63,391	\$	40,000
Interest Earned								
Sewer Impact Fee Interest	\$	8,323	\$	558	\$	609	\$	-
Interest Earned	\$	8,323	\$	558	\$	609	\$	-
Appropriated Funds								
Appropriation of Sewer Impact Fees	\$	330,000	\$	-	\$	303,698	\$	0
Appropriated Funds	\$	330,000	\$	303,698	\$	303,698	\$	0
Sewer Sources Sub Total	\$	398,323	\$	355,136	\$	367,698	\$	40,000
Transfers								
Transfer to Wastewater fund	\$	394,000	\$	394,000	\$	367,698	\$	-
E07 Sub Totals:	\$	394,000	\$	394,000	\$	367,698	\$	-
Sewer Impact Fee Sources	\$	398,323	\$	355,136	\$	367,698	\$	40,000

Sewer Impact Fee Uses	\$	394,000	\$	394,000	\$	367,698	\$	-
Sewer Impact Fee Fund Balance	\$	4,323			\$	0	\$	40,000

GENERAL GOVERNMENT, PARKS AND TRANSPORTATION IMPACT FEES

Description	FY25 Budget	FY25 Actuals through 8/31/25	FY25 Projection	FY26 Budget	FY24 Actuals	Projected Balance at 9/30/25
Special Revenue Funds						
Impact Fees - General Government						
RESIDENTIAL GenGov Impact Fees	\$ -	\$ 55,784	\$ 55,784	\$ -	\$ 65,458	\$ 121,242
COMMERCIAL GenGov Impact Fees	\$ -	\$ 13,918	\$ 13,918	\$ -	\$ 36,765	\$ 50,683
Impact Fees - General Government Totals	\$ -	\$ 69,702	\$ 69,702	\$ -	\$ 102,223	\$ 171,925
Impact Fees - Parks						
RESIDENTIAL Parks Impact Fees	\$ -	\$ 34,664	\$ 34,664	\$ -	\$ 41,052	\$ 75,716
Impact Fees - Parks Totals (No Commercial Parks Impact Fees charged)	\$ -	\$ 34,664	\$ 34,664	\$ -	\$ 41,052	\$ 75,716
Impact Fees Transportation						
RESIDENTIAL Transp ImpactFees	\$ -	\$ 41,775	\$ 41,775	\$ -	\$ 56,398	\$ 98,173
COMMERCIAL Transp Impact Fees	\$ -	\$ 20,941	\$ 20,941	\$ -	\$ 49,555	\$ 70,496
Impact Fees Transportation Totals	\$ -	\$ 62,716	\$ 62,716	\$ -	\$ 105,953	\$ 168,669

INFRASTRUCTURE SURTAX

Description	FY25 Actuals		FY25		FY26 Budget	
	FY25 Budget	through 8/31/25	Projection			
Taxes						
Infrastr Tax 1/2c Revenue	\$ 457,000	\$ 418,736	\$ 457,000	\$		450,000
Taxes Sub Totals:	\$ 457,000	\$ 418,736	\$ 457,000	\$		450,000
Appropriated Funds						
Appropriation of prior yr funds	\$ 542,938	\$ 561,663	\$ 542,938	\$		414,938
Appropriated Funds Sub Totals:	\$ 542,938	\$ 561,663	\$ 542,938	\$		414,938
Revenue Totals	\$ 999,938	\$ 980,400	\$ 999,938	\$		864,938
Transfers Out						
Transfer to WW operating	\$ 585,000	\$ 443,619	\$ 585,000	\$		-
Transfers Out Sub Totals:	\$ 585,000	\$ 443,619	\$ 585,000	\$		-
Infrastructure Expenses	\$ 585,000	\$ 443,619	\$ 585,000	\$		-
Infrastructure Revenue Totals	\$ 999,938	\$ 980,400	\$ 999,938	\$		864,938
Infrastructure Expenses Totals	\$ 585,000	\$ 443,619	\$ 585,000	\$		-
Net Surplus / (Deficit)	\$ 414,938	\$ 536,781	\$ 414,938	\$		864,938

ARPA

Description	FY25 Budget	FY25 Actuals through 8/31/25	FY25 Projection	FY26 Budget
ARPA Funding				
Grants				
Appropr of Prior Year Funds	\$ 1,129,434	\$ 1,353,541	\$ -	\$ 596,708
Revenue Sub Totals:	\$ 1,129,434	\$ 1,353,541	\$ -	\$ 596,708
Chairs for City Hall Offices	\$ 4,000	\$ 828	\$ 4,000	
E03 Sub Totals:	\$ 4,000	\$ 828	\$ 4,000	\$ -
City Manager Contingency	\$ 150,000	\$ 15,313	\$ 30,000	
Dept 05 Sub Totals:	\$ 150,000	\$ 15,313	\$ 30,000	\$ -
Bullet Proof Glass PD Lobby	\$ 8,000	\$ -	\$ 8,000	\$ -
Red Dot Firearms	\$ 25,000	\$ 3,541	\$ 25,000	\$ -
Purchase SRO Vehicles	\$ 146,250	\$ 146,250	\$ 146,250	\$ -
Dept 10 Sub Totals:	\$ 179,250	\$ 149,791	\$ 179,250	\$ -
Fire Station Remediation Project	\$ 243,814	\$ 116,743	\$ 243,814	
Purchase & Equip Ram Trucks FC & PIO	\$ -	\$ 7,475	\$ 7,475	\$ -
Transfer to Fire for 5500 Truck Purchase	\$ 125,000	\$ 125,000	\$ 125,000	\$ -
Dept 11 Sub Totals:	\$ 368,814	\$ 249,218	\$ 376,289	\$ -
Prof Svcs Land Development Code	\$ 180,000	\$ -	\$ -	
Transfer to General Fund LDC				\$ 90,000
Dept 13 Sub Totals:	\$ 180,000	\$ -	\$ -	\$ -
Refurb LSs at HCSC & Plantation Oaks	\$ 70,000	\$ 35,906	\$ 35,906	
Lift Station SCADA	\$ 40,000	\$ 40,000	\$ 40,000	
VacTruck	\$ 48,294	\$ -	\$ -	
Dept 24 Sub Totals:	\$ 158,294	\$ 75,906	\$ 75,906	\$ -
Hard Top on Line Locator Pickup Truck	\$ 3,500	\$ 4,138	\$ 4,138	\$ -
Dept 30 Sub Totals:	\$ 3,500	\$ 4,138	\$ 4,138	\$ -

Custodial Vehicle Purchase	\$	10,000	\$	-	\$	10,000	
Dept 33 Sub Totals:	\$	10,000	\$	-	\$	10,000	\$ -
Transfer to CRA toward Parking Study	\$	10,000	\$	10,000	\$	10,000	\$ -
Dept 38 Sub Totals:	\$	10,000	\$	10,000	\$	10,000	\$ -
Sports Complex Grade & Seed Fields	\$	35,000	\$	-	\$	20,088	\$ -
Rototiller Purchase	\$	2,500	\$	2,535	\$	2,535	\$ -
Parks Director Truck	\$	20,000	\$	22,990	\$	22,990	
Warming Oven for Civic Center	\$	1,750	\$	382	\$	382	
Mowers for Parks and shed	\$	8,000	\$	-	\$	21,255	
Dept 51 Sub Totals:	\$	67,250	\$	25,907	\$	67,250	\$ -
Total Expenses:	\$	1,131,108	\$	531,101	\$	756,833	\$ -
Balance Available at Year End					\$	596,708	



NEW BUSINESS

ITEM #1



Commission Agenda Item Request Form

MEETING DATE: SEPTEMBER 8, 2025

SUBJECT: DISCUSS, CONSIDER AND ACT ON RESOLUTION 2025-M, A RESOLUTION ADOPTING THE 2025/2026 FISCAL YEAR WATER AND SEWER RATES OF THE CITY OF HIGH SPRINGS, FLORIDA

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: CITY MANAGER

PREPARED BY: DIANE WILSON, FINANCE DIRECTOR

RECOMMENDED ACTION: APPROVE RESOLUTION 2025-M

Summary

The City Commission discussed the FY26 proposed utility rate changes at a public workshops during June and July and on August 31st gave final direction. The September 8th and 22nd hearings have been properly noticed on customers' utility bills on July 31, 2025. Details of the rates have been included as Exhibit A to the Resolution.

ATTACHMENT: RESOLUTION 2025-M

REVIEWED BY CITY MANAGER: Yes

RESOLUTION 2025-M

A RESOLUTION OF THE COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA AMENDING THE RATES CHARGED BY THE SEWER AND WATER SYSTEMS; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commissions of High Springs adopted the Fiscal Year 2026 budget on September 8, 2025;

WHEREAS, the City Commission has determined that the rates set forth in Exhibit A are in the best interest of the City of High Springs;

WHEREAS, at least 30 days' notice of meetings to discuss sewer and water rates has been given by notice on customers' bills;

WHEREAS, public meetings were held pursuant to the published notice described above, at which all interested parties had an opportunity to be present and were heard;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF HIGH SPRINGS, FLORIDA;

Section 1. The City of High Springs amended Sewer and Water rates are hereby adopted as set forth in Exhibit A.

Section 2. If any word, phrase, clause, paragraph, section or provision of this Resolution of the application hereof to any person or circumstances is held invalid or unconstitutional, such finding shall not affect the other provisions or application of the Resolution which can be given without the valid or unconstitutional provisions or applications, and to this end the provisions of this Resolution are declared severable.

Section 3. All resolutions and parts of resolutions in conflict herewith are repealed to the extent of such conflict.

Section 4. The resolution shall take effect immediately upon adoption; provided however, the revised rate as set forth herein for Fiscal Year 2026 shall be applicable to all monthly bills which are for the first time rendered and post marked after 12:01 on October 16, 2025.

PASSED in regular session of the High Springs City Commission this 8th day of September 2025.

CITY OF HIGH SPRINGS, FLORIDA

Tristan Grunder, Mayor

ATTEST:

Angela Stone, City Clerk

EXHIBIT A
FY26 UTILITY RATES

UTILITIES:				
Water (City Code of Ordinances, Chapter 78):				
	Water Service, All Customers including Irrigation:		FY25 Rate	FY26
		Customer Charge, per month:	\$ 15.55	\$ 15.55
		Usage Charge, per 1,000 gallons:		
		Tier 1 – first 3,000 gallons (0-3,000 gallons)	\$ 3.12	\$ 3.12
		Tier 2 – next 2,000 gallons (3,001 to 5,000 gallons)	\$ 3.52	\$ 3.52
		Tier 3 – next 10,000 gallons (5,001 to 15,000 gallons)	\$ 3.83	\$ 3.83
		Tier 4 – next 1,000 gallons and above (over 15,000 gallons)	\$ 4.15	\$ 4.15
Fire Hydrant Meter installed on existing hydrant (max use, 6 months)				
	Meter installation and removal, non-refundable		\$ 0.00	<u>\$ 125.00</u>
	Deposit		\$ 100.00	<u>\$ 500.00</u>
	Monthly base charge for use of temporary hydrant meter water service		\$ 15.55	<u>\$ 40.00</u>
	Water Usage Charge per 1,000 gallons		\$ 3.25	<u>\$ 3.80</u>
Sewer (City Code of Ordinances, Chapter 78):				
	Residential and Flat Rate Service:			
	Customer Charge/month, including up to 5,000 Gallons		\$ 44.05	<u>\$ 68.30</u>
	Usage Charge per 1,000 gallons over 5,000		\$ 7.96	\$ 7.96
	Commercial and Multi-Family Service:			
	Customer Charge/month, including up to 5,000 Gallons		\$ 57.29	<u>\$ 81.54</u>
	Usage Charge per 1,000 gallons over 5,000		\$ 7.96	\$ 7.96
	Water Disconnect/Reconnect Fee			
		Water turn off for non-payment or tampering (fee includes trip to turn water back on)		\$ 50.00
Impact Fees		New Connections		
		Water	\$ 250.00	<u>\$ 500.00</u>
		Sewer	\$ 2,120.00	<u>\$ 240.00</u>



NEW BUSINESS

ITEM #2



Commission Agenda Item Request Form

MEETING DATE: SEPTEMBER 8, 2025

SUBJECT: DISCUSS, CONSIDER, AND ACT ON A CONTRACTOR BID FOR THE PRIEST THEATRE ROOF STRUCTURE AND ROOF REPLACEMENT.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: CITY MANAGER

PREPARED BY: EXECUTIVE ASSISTANT, ASHLEY MAULDIN

**RECOMMENDED ACTION: APPROVAL OF THE LOWEST BIDDER
HOFFMAN CONSTRUCTION INC.**

Summary

A TOTAL OF THREE (3) BIDS WERE OPENED ON TUESDAY SEPTEMBER 2, 2025, AT 3:00 PM IN THE COMMISSION CHAMBERS AT CITY HALL.

THE BIDS ARE POTENTIAL CONTRACTORS INTERESTED IN THE PRIEST THEATRE ROOF STRUCTURE AND ROOF REPLACEMENT DEPARTMENT OF STATE GRANT FUNDED PROJECT.

ATTACHMENTS: THREE (3) SEPARATE BIDS

REVIEWED BY CITY MANAGER: _____

BID OPENING

	BIDDER	BID
1	AKEA Inc.	Base Bid-\$831,000 ⁰⁰ with Alternate \$9,800.00
2	Hoffman Construction Inc.	Base Bid-\$550,828.00 Alternate No. 1 \$18,280.00
3	Shine and Company Inc.	Base Bid-\$1,027,000.00 Alternate \$16,100.00
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		

BIDS OPENED BY: Ashley Mauldin Ashley Mauldin

BIDS OPENED BY: Jami Echeverri Jami Echeverri

PRIEST THEATER ROOF STRUCTURE & ROOF REPLACEMENT
HIGH SPRINGS, FL

PSA 23-827

SECTION 00300 - BID FORM

BID PROPOSAL FORM

[SUBMIT IN DUPLICATE ON CONTRACTOR'S LETTERHEAD]

DATE: August 21, 2025

TIME: 3:00 PM

To: City of High Springs
23718 W US Hwy 27
High Springs, FL 32643

RE: **PRIEST THEATER ROOF STRUCTURE & ROOF REPLACEMENT**
15 NORTHWEST 1ST STREET, HIGH SPRINGS, FLORIDA 32643
PSA Project No. 23-827

Gentlemen:

The undersigned, hereinafter called "Bidder", having visited the site of the proposed project and familiarized himself with the local conditions, nature and extent of the Work, and having examined carefully the drawings, specifications, the Form of Agreement, and other Contract Documents with the Bond Requirements therein, proposed to furnish all labor, materials, equipment and other items, facilities and services for the proper execution and completion of the referenced construction, in full accordance with the Drawings and Specifications prepared by the firm of **Paul Stresing Associates, Inc.**, in full accordance with the advertisement for bids, Instructions to Bidders, Agreement, and all other documents relating thereto on file in the office of the Architect/Engineer and if awarded the Contract, to complete the said work within the time limits specified for the following bid price:

TRENCH SAFETY (Where Applicable)

Provide price for trench safety for trench excavations in excess of five (5) feet deep in accordance with the Trench Safety Act, Chapters 90-96, Laws of Florida and OSHA Standard 29 C.F.R. s.1926.650 Subpart P.

The Contractor herein verifies that he is aware of the Trench Safety Act and has in his bid all costs related to the requirement of this Act.


James E Clayton, Jr
Certified by Contractor

SECTION 00200 – PUBLIC ENTITY CRIMES

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract No. PSA 23-827
for RFP 2025-06 Priest Theatre Roof Structure & Roof Replacement.
2. This sworn statement is submitted by AKEA, Inc
(Name of entity submitting sworn statement)
whose business address is 3603 NW 98th Street, Suite B Gainesville, FL 32606

_____ and
(if applicable) its Federal Employer Identification Number (FEIN) is 57-1144383.
(If the entity has not FEIN, include Social Security Number of the individual signing this sworn statement: _____.)
3. My name is James E Clayton, Jr and my relationship
(please print name of individual signing)
to the entity named above is VP of Construction.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), *Florida Statutes*, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), *Florida Statutes*, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), *Florida Statutes*, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a

SECTION 00200 – PUBLIC ENTITY CRIMES

pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), *Florida Statutes*, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement.
(Please indicate which statement applies.)

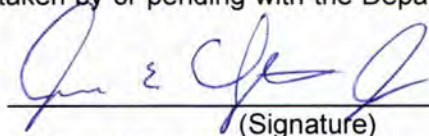
X Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND
(Please indicate which additional statement applies.)

 There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

 The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearing. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

 The person or affiliate has not been placed on the convicted vendor list.
(Please describe any action taken by or pending with the Department of General Services.)


(Signature)

Date: August 21, 2025

SECTION 00200 – PUBLIC ENTITY CRIMES

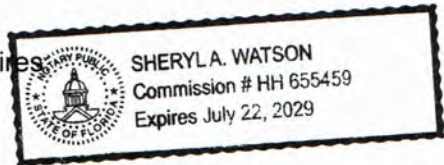
COUNTY OF Alachua

PERSONALLY APPEARED BEFORE ME, the undersigned authority,
James E Clayton, Jr _____, who, after being first
duly sworn by me, affixed his/her signature in the space provided above on this 21 day of
August, 2025.

Sheryla A. Watson

NOTARY PUBLIC

My Commission Expires



SECTION 00300 - BID FORM

A. BASE BID

EIGHT HUNDRED THIRTYONE THOUSAND Dollars (\$ 831,000.00)

B. ALTERNATES

1. ADDITIVE ALTERNATE NO. 1

Replacement of Front Elevation Parapet Wood Apron

NINE THOUSAND EIGHT HUNDRED Dollars (\$ 9,800.00)

There is enclosed a certified check, cashier's check, treasurer's check, bank draft or Bid Bond in the total amount of **not less than five (5%) percent of the Base Bid and All Alternates** payable to the City of High Springs as a guarantee for the purpose set out in your Instructions to Bidders.

The Bidder hereby agrees that:

- A. The base bid proposal and alternates shall remain in full force and effect for a period of thirty (30) calendar days after the time of the opening of this proposal and that the Bidder will not revoke or cancel this proposal or withdraw from the competition within the said thirty (30) calendar days.
- B. In the event the Contract is awarded to this Bidder, he will enter into a formal written Agreement with the Owner in accordance with the accepted bid within ten (10) calendar days after the board has taken formal action to accept his/her bid and will furnish to the Owner a Contract Performance Bond and Labor and Material Bond with good and sufficient sureties, satisfactory to the Owner, in the amount of 100% of the accepted bid, the form and terms of which shall fully comply with Section 255.05, Florida Statutes. The Bidder further agrees that in the event of the Bidder's default or breach of any of the agreements of this proposal, the said bid deposit shall be forfeited as liquidated damages.

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Akea, Inc.
3603 NW 98th Street, Suite B
Gainesville, FL 32606

OWNER:

(Name, legal status and address)

City of High Springs
18575 NW 237th Street
High Springs, FL 32643

SURETY:

(Name, legal status and principal place of business)

United States Fire Insurance Company
305 Madison Avenue
Morristown, NJ 07960
Mailing Address for Notices
305 Madison Avenue
Morristown, NJ 07960

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: 5% Five Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

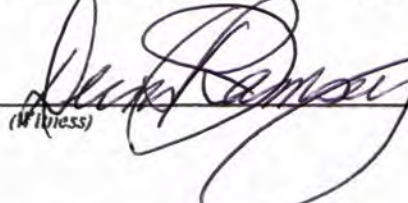
Priest Theater Roof Structure & Roof Replacement, High Springs, FL

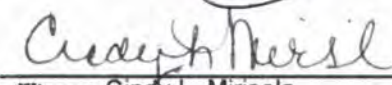
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 21st day of August, 2025.


(Witness)


(Witness) Cindy L. Mirisola

Akea, Inc.
(Principal)

By:

(Title) Anthony J. Kwan, President

United States Fire Insurance Company
(Surety)

By:

(Title) Ian A. Nipper, Attorney-in-Fact



**POWER OF ATTORNEY
UNITED STATES FIRE INSURANCE COMPANY
PRINCIPAL OFFICE - MORRISTOWN, NEW JERSEY**

00927

KNOW ALL MEN BY THESE PRESENTS: That United States Fire Insurance Company, a corporation duly organized and existing under the laws of the state of Delaware, has made, constituted and appointed, and does hereby make, constitute and appoint:

Ian A. Nipper, David Russell Hoover, Joseph Penichet Nielson, Charles David Nielson,
Charles Jackson Nielson, Shawn Alan Burton, Jarrett Merlucci

each, its true and lawful Attorney(s)-In-Fact, with full power and authority hereby conferred in its name, place and stead, to execute, acknowledge and deliver: Any and all bonds and undertakings of surety and other documents that the ordinary course of surety business may require, and to bind United States Fire Insurance Company thereby as fully and to the same extent as if such bonds or undertakings had been duly executed and acknowledged by the regularly elected officers of United States Fire Insurance Company at its principal office, in amounts or penalties: **Unlimited**

This Power of Attorney limits the act of those named therein to the bonds and undertakings specifically named therein, and they have no authority to bind United States Fire Insurance Company except in the manner and to the extent therein stated.

This Power of Attorney is granted pursuant to Article IV of the By-Laws of United States Fire Insurance Company as now in full force and effect, and consistent with Article III thereof, which Articles provide, in pertinent part:

Article IV, Execution of Instruments - Except as the Board of Directors may authorize by resolution, the Chairman of the Board, President, any Vice-President, any Assistant Vice President, the Secretary, or any Assistant Secretary shall have power on behalf of the Corporation:

- (a) to execute, affix the corporate seal manually or by facsimile to, acknowledge, verify and deliver any contracts, obligations, instruments and documents whatsoever in connection with its business including, without limiting the foregoing, any bonds, guarantees, undertakings, recognizances, powers of attorney or revocations of any powers of attorney, stipulations, policies of insurance, deeds, leases, mortgages, releases, satisfactions and agency agreements;
- (b) to appoint, in writing, one or more persons for any or all of the purposes mentioned in the preceding paragraph (a), including affixing the seal of the Corporation.

Article III, Officers, Section 3.11, Facsimile Signatures. The signature of any officer authorized by the Corporation to sign any bonds, guarantees, undertakings, recognizances, stipulations, powers of attorney or revocations of any powers of attorney and policies of insurance issued by the Corporation may be printed, facsimile, lithographed or otherwise produced. In addition, if and as authorized by the Board of Directors, dividend warrants or checks, or other numerous instruments similar to one another in form, may be signed by the facsimile signature or signatures, lithographed or otherwise produced, of such officer or officers of the Corporation as from time to time may be authorized to sign such instruments on behalf of the Corporation. The Corporation may continue to use for the purposes herein stated the facsimile signature of any person or persons who shall have been such officer or officers of the Corporation, notwithstanding the fact that he may have ceased to be such at the time when such instruments shall be issued.

IN WITNESS WHEREOF, United States Fire Insurance Company has caused these presents to be signed and attested by its appropriate officer and its corporate seal hereunto affixed this 8th day of April, 2025.

UNITED STATES FIRE INSURANCE COMPANY



Matthew E. Rubin
Matthew E. Rubin, President

State of New Jersey }
County of Morris }

On this 8th day of April, 2025, before me, a Notary public of the State of New Jersey, came the above named officer of United States Fire Insurance Company, to me personally known to be the individual and officer described herein, and acknowledged that he executed the foregoing instrument and affixed the seal of United States Fire Insurance Company thereto by the authority of his office.



Ethan Schwartz
Ethan Schwartz (Notary Public)

I, the undersigned officer of United States Fire Insurance Company, a Delaware corporation, do hereby certify that the original Power of Attorney of which the foregoing is a full, true and correct copy is still in force and effect and has not been revoked.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of United States Fire Insurance Company on the **21st** day of **August** 20**25**

UNITED STATES FIRE INSURANCE COMPANY



Michael C. Fay
Michael C. Fay, Senior Vice President

SECTION 00300 - BID FORM

Acknowledgment is hereby made of receipt of the following Addenda issued during the bidding period.

Addendum No.	Dated
1	8-14-2025
2	8-19-2025
3	8-20-2025

Florida Construction Industries Licensing Board of Certification

James E Clayton, Jr

CGC048733

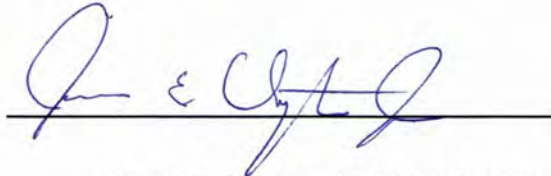
(Name of Holder)

(Certificate No.)

In witness thereof, the Bidder has hereunto set his signature and affixed his seal this
21 day of August A.D. 2025.

(Corporate Seal)

By:



Print Name and Title:

James E Clayton, Jr VP of Construction

Company Name:

AKEA, Inc

Address:

3603 NW 98th St., Suite B

Gainesville, FL 32606

Phone Number and Facsimile:

352-474-6124

(END OF SECTION 00300)

Project Name: Priest Theatre Roof Structure & Roof Replacement
RFP# 2025-26
PSA 23-827

Project Subcontractors:

1. Select Demolition

SULLIVAN WELDING

2. Structural Steel/Joists

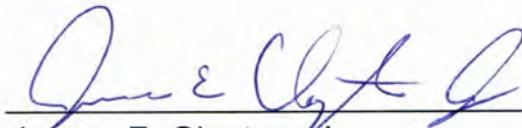
SULLIVAN WELDING

3. Roofing/Flashing

PERRY ROOFING

#CCC 042888

Submitted By:



James E. Clayton, Jr
VP of Construction

Date: August 21, 2025

State of Florida

Department of State

I certify from the records of this office that AKEA, INC. is a corporation organized under the laws of the State of Florida, filed on September 26, 2002.

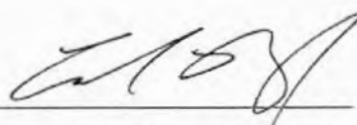
The document number of this corporation is P02000104138.

I further certify that said corporation has paid all fees due this office through December 31, 2025, that its most recent annual report/uniform business report was filed on January 16, 2025, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixteenth day of January, 2025*




Secretary of State

Tracking Number: 4676465775CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES

CLAYTON, JAMES ERWIN JR

AKEA, INC.
3603 NW 98TH STREET SUITE B
GAINESVILLE FL 32606

LICENSE NUMBER: CGC048733

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/16/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



Small Business Certification

City of Gainesville-Office of Equity and Inclusion certifies:



as a **Qualified Local Small Business**
under the provisions of the City of Gainesville's Small Business Procurement Program

Faylene Welcome
Faylene Welcome
Small Business Program Coordinator

Date June 5, 2025



Certification # 80
Valid for a two-year period until:
June 30, 2027



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/15/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency, LLC Bouchard Region 101 N Starcrest Dr Clearwater FL 33765	CONTACT NAME: Certificate Specialist PHONE (A/C, No, Ext): 727-447-6481 E-MAIL ADDRESS: Certificates@BouchardInsurance.com FAX (A/C, No): 727-449-1267
INSURED AKEA Inc. 3603 NW 98th St, Suite B Gainesville, FL 32606	INSURER(S) AFFORDING COVERAGE INSURER A: Landmark American Insurance Company INSURER B: Sentinel Insurance Co., LTD INSURER C: Lloyds of London INSURER D: Upland Specialty Insurance Company INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 983175150

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	COMMERCIAL GENERAL LIABILITY ☒ CLAIMS-MADE ☒ OCCUR ☒ \$5mm PerProj Cap GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☒ PRO-JECT ☐ LOC OTHER:	Y	Y	USPCL0201924	10/15/2024	10/15/2025 EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	Y	Y	21UECDO8205	10/15/2024	10/15/2025 COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB ☐ EXCESS LIAB DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Pollution Liability	Y	Y	LHR861859	10/15/2024	10/15/2025 \$1mmOcc/\$2mm Agg \$1mmEaClaim/\$2mm Agg \$10k Ded \$10k Ded
C	Professional Liability	Y	Y	PSN0140109138	10/15/2024	10/15/2025

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

If required by written contract, Certificate Holder is an additional insured with respect to General Liability, Pollution Liability, Professional Liability, and Automobile Liability subject to the terms, conditions and exclusions of the policies.

Coverage with respect to General Liability, Automobile Liability, Pollution Liability and Professional Liability is primary and non-contributory, where required by written contract.

When required by written contract, waiver of subrogation applies in favor of Certificate Holder with respect to General Liability, Professional Liability, Pollution Liability, and Automobile Liability, subject to the terms, conditions and exclusions of the policy.

CERTIFICATE HOLDER**CANCELLATION**

For Info Only

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2015 ACORD CORPORATION. All rights reserved.



AKEA INC-01

GHYSLOP

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/16/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hub International Florida 10739 Deerwood Park Blvd Suite 200 Jacksonville, FL 32256	CONTACT NAME:	
	PHONE (A/C, No, Ext): (904) 398-1234	FAX (A/C, No): (904) 396-7432
INSURED AKEA, Inc. 3603 NW 98th Street, Suite B Gainesville, FL 32606	E-MAIL ADDRESS: joanie.newton@hubinternational.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: American Builders Insurance Company	NAIC # 12631
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY						
	☐ CLAIMS-MADE ☐ OCCUR						EACH OCCURRENCE \$
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	☐ POLICY ☐ PROJECT ☐ LOC						PRODUCTS - COMP/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ OWNED AUTOS ONLY	☐ SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS ONLY	☐ NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB	☐ OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB	☐ CLAIMS-MADE					AGGREGATE \$
	DED RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N ☐	N / A	WCV 0361246 01	12/23/2024	12/23/2025	E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

**FOR INFORMATION ONLY

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AKEA_{Inc.}

3603 NW 98th St., Suite B
Gainesville, FL 32606



City of High Springs
Attn: City Clerk's Office
23718 W US HWY 27
High Springs, FL 32643

SECTION 00300 - BID FORM

BID PROPOSAL FORM

[SUBMIT IN DUPLICATE ON CONTRACTOR'S LETTERHEAD]

DATE: 9/2/25

TIME: 3:00 pm.

TO: ~~City of Starke~~ High Springs
209 N. Thompson Street
Starke, FL 32091

RE: **PRIEST THEATER ROOF STRUCTURE & ROOF REPLACEMENT
15 NORTHWEST 1ST STREET, HIGH SPRINGS, FLORIDA 32643
PSA Project No. 23-827**

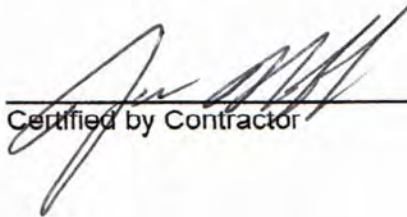
Gentlemen:

The undersigned, hereinafter called "Bidder", having visited the site of the proposed project and familiarized himself with the local conditions, nature and extent of the Work, and having examined carefully the drawings, specifications, the Form of Agreement, and other Contract Documents with the Bond Requirements therein, proposed to furnish all labor, materials, equipment and other items, facilities and services for the proper execution and completion of the referenced construction, in full accordance with the Drawings and Specifications prepared by the firm of **Paul Stresing Associates, Inc.**, in full accordance with the advertisement for bids, Instructions to Bidders, Agreement, and all other documents relating thereto on file in the office of the Architect/Engineer and if awarded the Contract, to complete the said work within the time limits specified for the following bid price:

TRENCH SAFETY (Where Applicable)

Provide price for trench safety for trench excavations in excess of five (5) feet deep in accordance with the Trench Safety Act, Chapters 90-96, Laws of Florida and OSHA Standard 29 C.F.R. s.1926.650 Subpart P.

The Contractor herein verifies that he is aware of the Trench Safety Act and has in his bid all costs related to the requirement of this Act.



Certified by Contractor

SECTION 00300 - BID FORM

A. BASE BID

Five hundred fifty thousand eight hundred Dollars (\$ 550,800)
but not eight

B. ALTERNATES

1. ADDITIVE ALTERNATE NO. 1

Replacement of Front Elevation Parapet Wood Apron

Eighteen thousand two hundred eight Dollars (\$ 18,280)

2. ADDITIVE ALTERNATE NO. 2

Replacement Area Ceiling 1x3 Tongue & Groove Wood Ceiling

_____ Dollars (\$ _____)

3. ADDITIVE ALTERNATE NO. 3

Replacement of the Two Side Stage Open Mechanical Mezzanines

_____ Dollars (\$ _____)

There is enclosed a certified check, cashier's check, treasurer's check, bank draft or Bid Bond in the total amount of **not less than five (5%) percent of the Base Bid and All Alternates** payable to the City of High Springs as a guarantee for the purpose set out in your Instructions to Bidders.

The Bidder hereby agrees that:

- A. The base bid proposal and alternates shall remain in full force and effect for a period of thirty (30) calendar days after the time of the opening of this proposal and that the Bidder will not revoke or cancel this proposal or withdraw from the competition within the said thirty (30) calendar days.
- B. In the event the Contract is awarded to this Bidder, he will enter into a formal written Agreement with the Owner in accordance with the accepted bid within ten (10) calendar days after the board has taken formal action to accept his/her bid and will furnish to the Owner a Contract Performance Bond and Labor and Material Bond with good and sufficient sureties, satisfactory to the Owner, in the amount of 100% of the accepted bid, the form and terms of which shall fully comply with Section 255.05, Florida Statutes. The Bidder further agrees that in the event of the Bidder's default or breach of any of the agreements of this proposal, the said bid deposit shall be forfeited as liquidated damages.

SECTION 00300 - BID FORM

Acknowledgment is hereby made of receipt of the following Addenda issued during the bidding period.

Addendum No.	Dated
1	8/14/25
2	8/19/25
3	8/20/25

Florida Construction Industries Licensing Board of Certification

Joe Hoffmann
(Name of Holder)

C6C 058445
(Certificate No.)

In witness thereof, the Bidder has hereunto set his signature and affixed his seal this day of 9/2 A.D. 2025.

(Corporate Seal)

By:

[Signature]
Joe Hoffmann

Print Name and Title:

Company Name:

Hoffmann Construction Inc.

Address:

635 SW. 186th
Newberry, FL 32669

Phone Number and Facsimile:

352-494-0229

(END OF SECTION 00300)

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310 Bid Bond

KNOW ALL MEN BY THESE PRESENTS, THAT WE Hoffman Construction, Inc.

635 SW 186th Street, Newberry, Florida 32669

as Principal, hereinafter called the Principal, and Merchants National Bonding, Inc.

P.O. Box 14498, Des Moines, IA 50306

a corporation duly organized under the laws of the State of Iowa

as Surety, hereinafter called the Surety, are held and firmly bound unto City of High Springs, Florida

23718 W US HWY 27, High Springs, FL 32643

as Oblgee, hereinafter called the Oblgee, in the sum of -FIVE PERCENT (5%) OF PROPOSED BID-

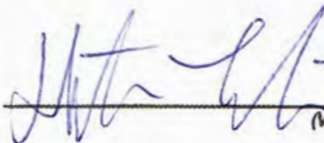
Dollars (\$ —5%—),

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Priest Theatre

NOW, THEREFORE, if the Oblgee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Oblgee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and materials furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Oblgee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Oblgee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

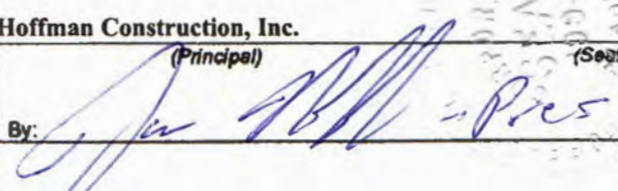
Signed and sealed this 2nd day of September, 2025


(Witness)

Hoffman Construction, Inc.

(Principal)

(Seal)

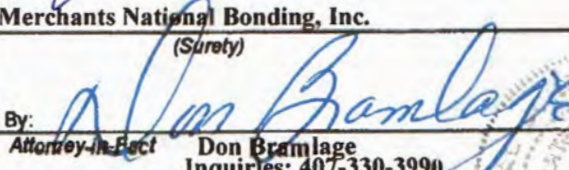
By: 

(Title)

Merchants National Bonding, Inc.

(Surety)

(Seal)

By: 

Attorney-in-Fact

Don Bramlage
Inquiries: 407-330-3990

(Title)

Natalie C. Demers

(Witness)

MERCHANTS
BONDING COMPANY™
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa, d/b/a Merchants National Indemnity Company (in California only) (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Cindy Mirisola; Don Bramlage

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and April 27, 2024 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015 and amended on April 27, 2024.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 29th day of July, 2024.



MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
d/b/a MERCHANTS NATIONAL INDEMNITY COMPANY

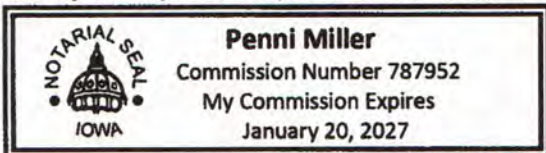
By

Larry Taylor

President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 29th day of July, 2024, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



Penni Miller

Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, Elisabeth Sandersfeld, Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 2nd day of September, 2025.



Ata B. Smith

Secretary

SECTION 00200 – PUBLIC ENTITY CRIMES

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract No. Priest Theatre Roof Replacement for Priest Theatre Roof Replacement.
2. This sworn statement is submitted by Hoffman Construction Inc.
(Name of entity submitting sworn statement)
whose business address is 635 SW 186 St Newberry, FL.
_____ and
(if applicable) its Federal Employer Identification Number (FEIN) is 650422349
(If the entity has not FEIN, include Social Security Number of the individual signing this sworn statement: _____.)
3. My name is Joe Hoffman and my relationship
(please print name of individual signing)
to the entity named above is President.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), *Florida Statutes*, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), *Florida Statutes*, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), *Florida Statutes*, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a

SECTION 00200 – PUBLIC ENTITY CRIMES

pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), *Florida Statutes*, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

8. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement.
(Please indicate which statement applies.)

☒ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

☐ Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND
(Please indicate which additional statement applies.)

☐ There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

☐ The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearing. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

☐ The person or affiliate has not been placed on the convicted vendor list.
(Please describe any action taken by or pending with the Department of General Services.)

(Signature)
Date. 9/2/2025

SECTION 00200 – PUBLIC ENTITY CRIMES

COUNTY OF Alachua

PERSONALLY APPEARED BEFORE ME, the undersigned authority,
Joseph J Hoffman, who, after being first
duly sworn by me, affixed his/her signature in the space provided above on this 2 day of
September, 2025.

KARISHA RODRIGUEZ PINERO
NOTARY PUBLIC

My Commission Expires: 04-07-29



Priest Theater Roof
Structure and Roof
Replacement

15 Northwest 1st Street

High Springs, Fla 32643

PSA - 23-827

Hoffman Construction Inc.

9/2/2025 3pm

RECEIVED

SEP 02 2025

BY: Amanda C. 2:50pm



SHINE & COMPANY INC.

Building, Electrical and Air Conditioning Contractor

BID PROPOSAL FORM

DATE: September 2, 2025

TIME: 3:00

To: City of High Springs
Attention: City Clerk's Office
23718 W US HWY 27
High Springs, FL 32643

RE: **PRIEST THEATER ROOF STRUCTURE & ROOF REPLACEMENT**
15 NORTHWEST 1ST STREET, HIGH SPRINGS, FLORIDA 32643
PSA Project No. 23-827

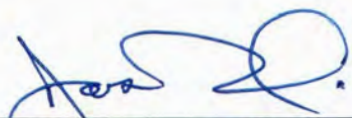
Gentlemen:

The undersigned, hereinafter called "Bidder", having visited the site of the proposed project and familiarized himself with the local conditions, nature and extent of the Work, and having examined carefully the drawings, specifications, the Form of Agreement, and other Contract Documents with the Bond Requirements therein, proposed to furnish all labor, materials, equipment and other items, facilities and services for the proper execution and completion of the referenced construction, in full accordance with the Drawings and Specifications prepared by the firm of **Paul Stresing Associates, Inc.**, in full accordance with the advertisement for bids, Instructions to Bidders, Agreement, and all other documents relating thereto on file in the office of the Architect/Engineer and if awarded the Contract, to complete the said work within the time limits specified for the following bid price:

TRENCH SAFETY (Where Applicable)

Provide price for trench safety for trench excavations in excess of five (5) feet deep in accordance with the Trench Safety Act, Chapters 90-96, Laws of Florida and OSHA Standard 29 C.F.R. s.1926.650 Subpart P.

The Contractor herein verifies that he is aware of the Trench Safety Act and has in his bid all costs related to the requirement of this Act.



Certified by Contractor



SECTION 00300 – BID FORM

A. BASE BID

One Million Twenty-seven Thousand Dollars (\$1,027,000.00)

B. ALTERNATES

1. ADDITIVE ALTERNATE NO. 1

Replacement of Front Elevation Parapet Wood Apron

Sixteen Thousand One Hundred Dollars (\$16,100.00)

There is enclosed a certified check, cashier's check, treasurer's check, bank draft or Bid Bond in the total amount of **not less than five (5%) percent of the Base Bid and All Alternates** payable to the City of High Springs as a guarantee for the purpose set out in your Instructions to Bidders.

The Bidder hereby agrees that:

- A. The base bid proposal and alternates shall remain in full force and effect for a period of thirty (30) calendar days after the time of the opening of this proposal and that the Bidder will not revoke or cancel this proposal or withdraw from the competition within the said thirty (30) calendar days.
- B. In the event the Contract is awarded to this Bidder, he will enter into a formal written Agreement with the Owner in accordance with the accepted bid within ten (10) calendar days after the board has taken formal action to accept his/her bid and will furnish to the Owner a Contract Performance Bond and Labor and Material Bond with good and sufficient sureties, satisfactory to the Owner, in the amount of 100% of the accepted bid, the form and terms of which shall fully comply with Section 255.05, Florida Statutes. The Bidder further agrees that in the event of the Bidder's default or breach of any of the agreements of this proposal, the said bid deposit shall be forfeited as liquidated damages.



SECTION 00300 - BID FORM

Acknowledgment is hereby made of receipt of the following Addenda issued during the bidding period.

Addendum No.	Dated
#1	August 14, 2025
#2	August 19, 2025
#3	August 20, 2025

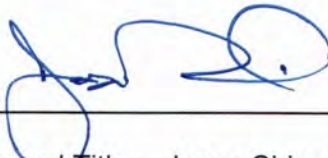
Florida Construction Industries Licensing Board of Certification

Jason Shine
(Name of Holder)

CBC 1256918
(Certificate No.)

In witness thereof, the Bidder has hereunto set his signature and affixed his seal this day of September 2, 2025 A.D. 2025.

(Corporate Seal)

By: 

Print Name and Title: Jason Shine, Vice President

Company Name: Shine and Company, Inc.

Address: 25687 W US Highway 27

High Springs, Florida 32643

Phone Number and Facsimile: 386-454-2034

(END OF SECTION 00300)

SECTION 00200 – PUBLIC ENTITY CRIMES

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with Bid, Proposal or Contract No. RFP No. 2025-06 for Priest Theatre Roof Structure and Roof Replacement.
2. This sworn statement is submitted by Shine and Company, Inc.
(Name of entity submitting sworn statement)
whose business address is _____
25687 W US Highway 27, High Springs, Florida 32643 and
(if applicable) its Federal Employer Identification Number (FEIN) is 58-2066828.
(If the entity has not FEIN, include Social Security Number of the individual signing this sworn statement: _____.)
3. My name is Jason Shine and my relationship
(please print name of individual signing)
to the entity named above is Vice President.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), *Florida Statutes*, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), *Florida Statutes*, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), *Florida Statutes*, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a

SECTION 00200 – PUBLIC ENTITY CRIMES

pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133(1)(e), *Florida Statutes*, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement.
(Please indicate which statement applies.)

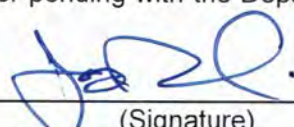
 X Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

 Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND
(Please indicate which additional statement applies.)

 There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)

 The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearing. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

 The person or affiliate has not been placed on the convicted vendor list.
(Please describe any action taken by or pending with the Department of General Services.)

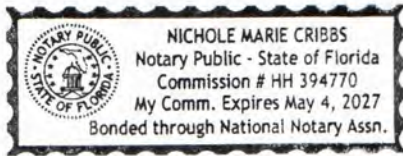


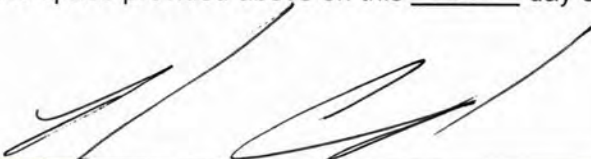
(Signature)
Date: September 2, 2025

SECTION 00200 – PUBLIC ENTITY CRIMES

COUNTY OF Alachua

PERSONALLY APPEARED BEFORE ME, the undersigned authority,
_____, who, after being first
duly sworn by me, affixed his/her signature in the space provided above on this 2nd day of
September, 2025.





NOTARY PUBLIC

My Commission Expires:

THE AMERICAN INSTITUTE OF ARCHITECTS

AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we

Shine and Company, Inc.
25687 West US Highway 27, High Springs, FL 32643

as Principal, hereinafter called the Principal, and
The Gray Casualty & Surety Company
P.O. Box 6202, Metairie, LA 70009-6202

a corporation duly organized under the laws of the State of LA
as Surety, hereinafter called the Surety, are held and firmly bound unto
The City of High Springs
23718 West US Hwy 27, High Springs, FL 32643

as Obligee, hereinafter called the Obligee, in the sum of Five Percent of Amount Bid

Dollars (\$ 5%),

for the payment of which sum well and truly to be made, the said Principal and the said Surety bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Priest Theatre Roof Structure and Roof Replacement - High Springs, Florida - Demolition and Replacement of the Roof and Roof Structure

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 25th day of August, 2025



(Witness)



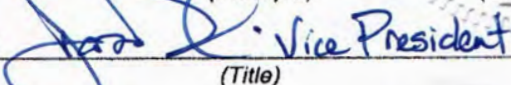
Tracey C. Brown-Boone (Witness)

Shine and Company, Inc.

(Principal)

(Seal)

By:

 Vice President
(Title)

The Gray Casualty & Surety Company

(Surety)

(Seal)

By:


(Title)

Kevin Wojtowicz, Attorney-in-Fact

**THE GRAY INSURANCE COMPANY
THE GRAY CASUALTY & SURETY COMPANY**

GENERAL POWER OF ATTORNEY

Bond Number: N/A (BID) **Principal:** Shine and Company, Inc.

Project: Priest Theatre Roof Structure and Roof Replacement

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: **Kevin Wojtowicz, Jessica Reno, Sabra Gambino, Edwin T. Collins, IV, Devin Phillips, and Christian Collins of St. Petersburg, Florida jointly and severally** on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26th day of June, 2003.

"RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 4th day of November, 2022.



By:

Michael T. Gray

Michael T. Gray
President
The Gray Insurance Company

Cullen S. Piske

Cullen S. Piske
President
The Gray Casualty & Surety Company



State of Louisiana

ss:

Parish of Jefferson

On this 4th day of November, 2022, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



Leigh Anne Henican
Notary Public
Notary ID No. 92653
Orleans Parish, Louisiana

Leigh Anne Henican

Leigh Anne Henican
Notary Public, Parish of Orleans State of Louisiana
My Commission is for Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 25th day of August, 2025.

Mark S. Manguno

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 25th day of August, 2025.

Leigh Anne Henican



RECEIVED
SEP 02 2025
BY AM @ 1:00 PM

Shine and Company, Inc.
25687 W US Highway 27
High Springs, Florida 32643

SEALED BID
RFP No. 2025-06
Priest Theatre Roof Structure and Roof Replacement
Bid Opening, September 2, 2025 @ 3:00



NEW BUSINESS

ITEM #3



Commission Agenda Item Request Form

MEETING DATE: SEPTEMBER 8, 2025

SUBJECT: DISCUSS, CONSIDER, AND ACT ON WAIVING ALL COSTS ASSOCIATED WITH CITY REQUIRED SUPPORT FOR OPERATION DOUGLASS WARRIORS SPECIAL EVENT PERMIT APPLICATION.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: CITY MANAGER

PREPARED BY: EXECUTIVE ASSISTANT, ASHLEY MAULDIN

RECOMMENDED ACTION: DIRECT STAFF ON HOW TO PROCEED.

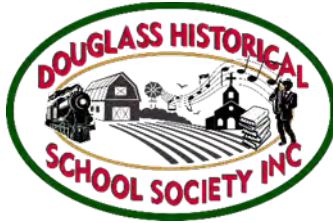
Summary

THE DOUGLASS HISTORICAL SCHOOL SOCIETY, INC. HAS SUBMITTED A SPECIAL EVENT APPLICATION FOR USE OF THE DOUGLASS COMMUNITY CENTER/CATHERINE L. TAYLOR PARK WAIVING ALL COSTS ASSOCIATED WITH CITY REQUIRED SUPPORT AS WELL AS USING THE DOUGLASS COMMUNITY CENTER RENT FREE.

THIS EVENT WILL SERVE AS AN OPPORTUNITY TO BRING THE COMMUNITY TOGETHER, FOSTER INTERGENERATIONAL CONNECTIONS, AND EDUCATE ATTENDEES ABOUT THE SIGNIFICANT IMPACT DOUGLASS SCHOOL HAD ON THE COMMUNITY.

ATTACHMENTS: LETTER TO THE COMMISSION, PHOTOS OF THE TILE PLACING, REQUEST FOR WAIVING COSTS, EVENT APPLICATION.

REVIEWED BY CITY MANAGER: _____



Post Office Box 201
24964 West US Hwy 27
High Springs, Florida 32655
dhs.society@gmail.com

August 25, 2025

High Springs City Commission
23718 West US Highway 27
High Springs Florida 32643

Dear City Commission:

The Douglass Historical School Society, Inc. (DHSS) and Mr. Donald Ham, a veteran and former High Springs resident, respectfully requests your support and approval for a project honoring our veterans and celebrating the legacy of the now defunct Douglass School by creating a permanent memorial for those qualified veterans who attended Douglass.

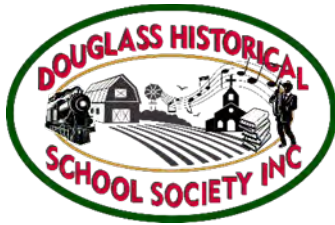
We have dubbed this project "Operation Douglass Warriors (ODW)", and it will celebrate veterans who have served both during peacetime and wartime. The event will also preserve and celebrate the rich history of Douglass School, which provided educational opportunities for African Americans in High Springs from 1930 until its closure in 1970 due to integration. To qualify for inclusion the honoree must have attended Douglass School and received an honorable discharge from military service.

We propose placing memorial tiles on the columns outside of the Douglass Community Center. The tiles, made of steel and weather resistant, would be permanently affixed to the cinder blocks. The DHSS and Mr. Ham would be responsible for all costs associated with producing and installing the tiles. We have attached copies of what the tiles would look like. The manufacturer, Project Pinky Tribute Tiles, LLC specializes in producing personalized tiles honoring all veterans and first responders. Examples of their work can be found at <https://projectpinkytributetiles.org>.

Your support is invaluable in recognizing the contributions of our veterans and ensuring their legacy is remembered through this memorial display. We sincerely hope that the City Commission will partner with DHSS and Mr. Ham to make this meaningful memorial possible for our community.

Thank you for your consideration.

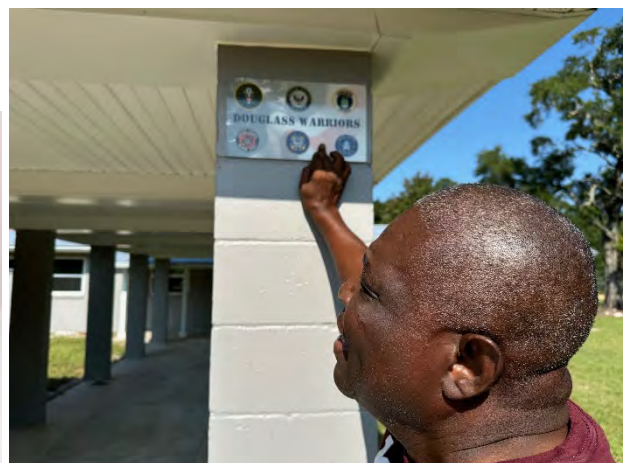
Veloria Kelley
Douglass Historical School Society, Inc.



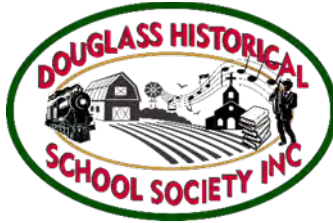
Post Office Box 201
24964 West US Hwy 27
High Springs, Florida 32655
dhs.society@gmail.com



There are 13 columns, and we propose placing a tile on each of the blocks.



Example of the first tile to be placed. Personalized tiles representing each veteran would then be centered and permanently affixed. The personalized tiles would include the veteran's name, rank, service duration, unit(s) served, and photograph in uniform if provided. The Douglass Warriors tile would measure 14"x.1"x8" and the personalized veterans tiles would be 12"x.1"x6".



Post Office Box 201
24964 West US Hwy 27
High Springs, Florida 32655
dhs.society@gmail.com

August 25, 2025

High Springs City Commission
23718 West US Highway 27
High Springs Florida 32643

Dear City Commission:

The Douglass Historical School Society, Inc. (DHSS) respectfully requests that the City Commission support and approve our special event permit application, waiving all cost associated with City required support, and allowing the organization to use the Douglass Community Center rent free on Saturday, November 15, 2025.

This event will be held in honor of those who have served, it will also serve as an opportunity to bring the community together, foster intergenerational connections, and educate attendees about the significant impact Douglass School had on the community. In addition to recognizing veterans, the event will feature storytelling, exhibits, and opportunities for community engagement.

Thank you for your consideration.

Sincerely

Veloria Kelley, Treasurer
Douglass Historical School Society



SPECIAL EVENT PERMIT APPLICATION

Deadline for Application _____ (if known or no less than 60 days prior to event)

APPLICANT INFORMATION

Name _____ Veloria A. Kelley _____ Email _____ dhs.society@gmail.com _____

Company/Organization: Douglass Historical School Society, Inc. _____

Address/City/State/Zip _____ P O Box 201 High Springs FL 32655 _____

Telephone Numbers Day _____ 352-377-2515 _____ Evening _____
Cell _____ 352-213-9210 _____ Fax _____

EVENT ORGANIZER (If different than Applicant)

Name _____ Email _____

Company/Organization _____

Address/City/State/Zip _____

Telephone Numbers Day _____ Evening _____
Cell _____ Fax _____

EVENT INFORMATION

Event Name _____ Operation Douglass Warriors _____ Event Date(s) _____ 11-15-2025 _____

Event Summary _____ See Attached _____

Event Location/Park Catherine L. Taylor Park / Douglass Community Center

Do you plan to charge an admission? Yes _____ No ☒ please specify: _____

Expected Attendance (including event crew, participants & spectators): _____ 75 _____

Set-up Date(s) _____ 11-14-2025 _____ Day(s) _____ Friday _____ Time _____ 9:00AM _____

Event Date(s) _____ 11-15-2025 _____ Day(s) _____ Saturday _____ Time _____ 11:00AM _____

Clean-up Date(s) _____ 11-15-2025 _____ Day(s) _____ Saturday _____ Time _____ 3:00PM _____

Does the registered organization that owns and operates the event hold a current not-for-profit registration? Or are they partnering with a not-for-profit? Yes _____ No ☒
If yes, **please provide a copy of registration and copy of DR-13 and DR-14, as applicable** and please explain relationship and partnership purpose in detail:

Has this event taken place previously? Yes _____ No ☒ If yes, when _____

Where _____ Attendance _____

How many times has event taken place previously and provide a brief history _____

EVENT LOGISTICS

1. Planned event activities (face painting, bounce houses, etc.)

2. Vendors and/or concessions provided

No concessions are planned for the event, but we do plan to have vendors offering information to veterans, families, and attendees.

3. Entertainment (detail type of entertainment; bands, DJ, dancers, magicians etc...)

DJ in the park for the duration of the event

4. Event equipment to be used (including dimensions, staging/platforms, canopies, tents, booths, scaffolding, trucks, etc...)

Canopies/tents as needed for vendors

5. Sound system and hours of amplified sound. Describe equipment to be used (i.e. PA systems, microphone, speakers, amps)

6. How will you handle emergency vehicle access to your event?

Attendees and vendors will not be allowed to block entrances

7. Will your event provide portable toilet facilities? Yes ___ No X___

If yes, number to be provided:

8. Will your event provide dumpsters? Yes ___ No X___

If yes, number & size to be provided:

9. Please describe electrical requirements. Note that electricity may not be available and that you may need to provide your own generators for electrical support. (In some parks, generators will not be allowed.)

Generator as needed for DJ

10. Describe all signage that will be used and their locations.

Event signs will be posted in the park and at the Douglass Community Center

11. City Support:

Police Department Required?	Yes	No	If yes, there may be a cost
Fire Department Required?	Yes	No	If yes, there may be a cost
Fire Inspection Required?	Yes	No	If yes, there may be a cost
Public Works Required?	Yes	No	If yes, there may be a cost
Liability insurance required?	Yes	No	If yes, there may be a cost
Alcohol served, sold or consumed?	Yes	No	If yes, then City Commission Approval is required.
Food cooked or served on site?	Yes	No	If yes, then Fire Inspection is required.

Please describe _Prepared food served from Douglass Community Center_____

City Commission Approval Required? Yes No

If any costs are to be requested waived or if there is alcohol served, City Commission approval is required.

CERTIFICATE OF INSURANCE

Name of
Carrier_____

Address/City/State/Zip

Agent Name_____ Phone _____

Fax_____

Attach Certificate of Insurance. The City of High Springs, A municipal corporation organized and existing under the laws of the State of Florida must be named Additional insured under certificate holder and special provisions.

PROOF OF AGENCY

On agency letterhead, **please attach proof of agency or letter of authorization** showing his/her authority to represent the organization names herein prior to approval of this application.

TERMS OF AGREEMENT

As the applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors or parties affiliated with the event to ensure compliance with all policies, rules, regulations and guidelines of the City of High Springs and the regulations listed below. I understand that falsification of any aspect of this application or any other violation may result in immediate cancellation and/or revocation of the permit. I understand that the permit is non-transferable and non-refundable. Failure to submit for approval in a timely manner will result in automatic denial. Without approval, the special event cannot be held.

- A completed special event application must be submitted a minimum of 21 days prior to the event
- If any section does not apply, mark N/A or cross out that section
- The City Managers office will determine if event requires a Certificate of Insurance
- A Certificate of Insurance for the event must be submitted (10) days prior to the beginning of the event and should also name The City of High Springs, A municipal corporation organized and existing under the laws of the State of Florida, additional insured

- **Alcoholic beverages are not allowed on park property**
- Absolutely no staking allowed when setting up tents on athletic fields - weighted bucket drops are permissible
- The applicant is responsible for the collection and proper disposal of all trash generated during the event
- **The volume level from public address or sound systems must remain at an acceptable level and should not be audible from a distance of more than 50 feet. Please refer to the attached noise ordinance. In the event that the ordinance is violated, the special event may be shut down.**
- All non-essential production and personal vehicles must be parked in public parking areas
- No overnight parking
- Uniformed law enforcement may be required to provide traffic and crowd control at the event organizer's expense.
- A user fee may be charged for each facility /open space used and special support needed
- In addition to the permit and facility fees , one or more of the following charges shall apply, where applicable
- The city may require the presence of a park supervisor during event. This additional cost may be included in the permit fee.
- A damage deposit may be required upon approval of the permit; the deposit will be returned after it has been determined by parks staff that the event area has been left free of debris and in good condition. Please allow time for processing
- Event organizers may be asked to present a copy of their permit to local Law Enforcement during the event. Please have it available. Event organizers must be present during event.

I have read and understand the above stipulations.


Applicant's Name

8-25-2025
Date

Please mail or submit completed packet to:

The City of High Springs.
110 NW 1st Avenue
High Springs, Florida 32643

SITE PLAN

If event attendance is more than 300 persons or event involves a race, walk, parade etc... Please attach a site map or use the space provided below. Please provide a drawing of the boundaries and details of the proposed Special Event including locations of all intended activities with reference points such as streets, buildings, barricades, emergency access points, race or parade routes, tents, vendors etc. Site map for smaller events, security, traffic or clean-up plans may also be requested.

N/A

OFFICE USE ONLY – DEPOSIT AND APPROVAL INFORMATION

Approved by the City Manager _____ Date _____

Conditions for Approval _____

Comments by the Fire Chief _____ Date _____

Conditions for Approval _____ Assessed Fees \$ _____

Comments by the Police Chief _____ Date _____

Conditions for Approval _____ Assessed Fees \$ _____

Comments by the Building Department _____ Date _____

Conditions for Approval _____ Assessed Fees \$ _____

Comments by the PW/Recreation _____ Date _____

Any additional Assessed Fees: \$ _____ Explanation _____

Staff Point-Of-Contact Assigned to this event (day of event) _____

Copy of Certificate of Insurance Received _____ (attach as applicable)

Amount of Total Fees assessed \$ _____ Received on _____ Received By _____

Form of Payment ☐ Cash ☐ Check # _____

Other Notes:



NEW BUSINESS

ITEM #4



Commission Agenda Item Request Form

MEETING DATE: SEPTEMBER 8, 2025

**SUBJECT: DISCUSS, CONSIDER, AND ACT ON TEMPORARILY
SUSPENDING THE ALCOHOL CONSUMPTION ORDINANCE FOR THE HOT
RODDING FOR HEROES ONE DAY EVENT.**

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: CITY MANAGER

PREPARED BY: EXECUTIVE ASSISTANT, ASHLEY MAULDIN

RECOMMENDED ACTION: APPROVAL

Summary

THIS EVENT WILL BE FOR THE VIEWING OF CLASSIC CARS.

THE HOT RODDING FOR HEROES CAR SHOW EVENT HAS BEEN
SUCCESSFULLY MANAGED BY THE MARINE CORPS LEAGUE FOR YEARS.

STAFF HAS NO CONCERNS WITH THE DISGNATED DRINKING AREAS AS
LONG AS CLEARLY DEFINED BOUNDARIES ARE IN PLACE.

**ATTACHMENTS: EVENT PERMIT APPLICATION, MAP, LIBILITY
INSURANCE, CSX TEMPORARY RIGHT OF ENTRY AGREEMENT.
REVIEWED BY CITY MANAGER: _____**



SPECIAL EVENT PERMIT APPLICATION

Deadline for Application _____ (if known or no less than 60 days prior to event)

APPLICANT INFORMATION

Name VERNON KISLING Email vkisling@ufl.edu
Company/Organization MARINE CORPS LEAGUE
Address/City/State/Zip PO Box 14, HIGH SPRINGS FL 32655
Telephone Numbers Day _____ Evening _____
Cell 352-727-1961 Fax _____

EVENT ORGANIZER (If different than Applicant)

Name _____ Email _____
Company/Organization _____
Address/City/State/Zip _____
Telephone Numbers Day _____ Evening _____
Cell _____ Fax _____

EVENT INFORMATION

Event Name HOT RODDING FOR HEROES Event Date(s) 6 DECEMBER 2025
CAR SHOW
Event Summary CSX NEXT TO BREWERY - PERMIT ATTACHED
Event Location/Park HIGH SPRINGS BREWERY NW 237 ST + NW 185 RD
Do you plan to charge an admission? Yes _____ No ☒ please specify: _____
Expected Attendance (including event crew, participants & spectators): ? 100 CARS
Set-up Date(s) 6 DEC 2025 Day(s) _____ Time 8:00 AM
Event Date(s) 6 DEC 2025 Day(s) _____ Time 10:00 - 2:00
Clean-up Date(s) 6 DEC 2025 Day(s) _____ Time 3:00 PM

Does the registered organization that owns and operates the event hold a current not-for-profit registration? Or are they partnering with a not-for-profit? Yes ☒ No ☒
If yes, please provide a copy of registration and copy of DR-13 and DR-14, as applicable and please explain relationship and partnership purpose in detail:

Has this event taken place previously? Yes ☒ No _____ If yes, when 3 MAY 2025
Where SAME Attendance _____
How many times has event taken place previously and provide a brief history 4

EVENT LOGISTICS

1. Planned event activities (face painting, bounce houses, etc.)

NONE - JUST VIEWING OF CLASSIC CARS

2. Vendors and/or concessions provided

~~UNDEVELOPED~~ NONE

3. Entertainment (detail type of entertainment; bands, DJ, dancers, magicians etc...)

LIVE DJ

4. Event equipment to be used (including dimensions, ~~staging/platforms, canopies,~~ tents, booths, ~~scaffolding, trucks, etc...~~)

THESE WILL BE INSIDE HIGH SPRINGS BREWERY

5. Sound system and hours of amplified sound. Describe equipment to be used (i.e. ~~PA systems,~~ microphone, speakers, ~~amps~~)

10:00 - 2:00

6. How will you handle emergency vehicle access to your event?

EVENT IS ON PUBLIC ROADS

7. Will your event provide portable toilet facilities? Yes ☒ No ☐

If yes, number to be provided: HS BREWERY

8. Will your event provide dumpsters? Yes ☒ No ☐

If yes, number & size to be provided: HS BREWERY

9. Please describe electrical requirements. Note that electricity may not be available and that you may need to provide your own generators for electrical support. (In some parks, generators will not be allowed.)

HS BREWERY

10. Describe all signage that will be used and their locations.

NONE

11. City Support:

Police Department Required?

Yes

☒ No

If yes, there may be a cost

Fire Department Required?

Yes

☒ No

If yes, there may be a cost

Fire Inspection Required?

Yes

☒ No

If yes, there may be a cost

Public Works Required?

☒ Yes

No

If yes, there may be a cost

Liability insurance required? **ATTACHED**

☒ Yes

No

If yes, there may be a cost

WE SUPPLY

Alcohol served, sold or consumed?

☒ Yes

No

If yes, then City Commission Approval is required.

NOTUS — HS BREWERY

Food cooked or served on site?

Yes

☒ No

If yes, then Fire Inspection is required.

Please describe **JUST NEED BARRICADE TO BLOCK STREET TRAFFIC.**

ALSO: WOULD LIKE TO ALLOW ALCOHOL IN PLASTIC CUPS TO BE TAKEN

City Commission Approval Required?

☒ Yes

No

INTO SHOW VENUE AREA.

If any costs are to be requested waived or if there is alcohol served, City Commission approval is required.

CERTIFICATE OF INSURANCE

Name of

Carrier **MARKEL INSURANCE**

Address/City/State/Zip

10275 W HIGGINS RD SUITE 750 ROSEMONT IL 60018

Agent Name _____ Phone _____

Fax _____

✓
Attach Certificate of Insurance. The City of High Springs, A municipal corporation organized and existing under the laws of the State of Florida must be named Additional insured under certificate holder and special provisions.

PROOF OF AGENCY

On agency letterhead, please attach proof of agency or letter of authorization showing his/her authority to represent the organization names herein prior to approval of this application.

TERMS OF AGREEMENT

As the applicant, I hereby accept and understand the responsibility to oversee all contractors, vendors or parties affiliated with the event to ensure compliance with all policies, rules, regulations and guidelines of the City of High Springs and the regulations listed below. I understand that falsification of any aspect of this application or any other violation may result in immediate cancellation and/or revocation of the permit. I understand that the permit is non-transferable and non-refundable. Failure to submit for approval in a timely manner will result in automatic denial. Without approval, the special event cannot be held.

- A completed special event application must be submitted a minimum of 21 days prior to the event
- If any section does not apply, mark N/A or cross out that section
- The City Managers office will determine if event requires a Certificate of Insurance
- A Certificate of Insurance for the event must be submitted (10) days prior to the beginning of the event and should also name The City of High Springs, A municipal corporation organized and existing under the laws of the State of Florida, additional insured

- **Alcoholic beverages are not allowed on park property**
- Absolutely no staking allowed when setting up tents on athletic fields - weighted bucket drops are permissible
- The applicant is responsible for the collection and proper disposal of all trash generated during the event
- **The volume level from public address or sound systems must remain at an acceptable level and should not be audible from a distance of more than 50 feet. Please refer to the attached noise ordinance. In the event that the ordinance is violated, the special event may be shut down.**
- All non-essential production and personal vehicles must be parked in public parking areas
- No overnight parking
- Uniformed law enforcement may be required to provide traffic and crowd control at the event organizer's expense.
- A user fee may be charged for each facility /open space used and special support needed
- In addition to the permit and facility fees , one or more of the following charges shall apply, where applicable
- The city may require the presence of a park supervisor during event. This additional cost may be included in the permit fee.
- A damage deposit may be required upon approval of the permit; the deposit will be returned after it has been determined by parks staff that the event area has been left free of debris and in good condition. Please allow time for processing
- Event organizers may be asked to present a copy of their permit to local Law Enforcement during the event. Please have it available. Event organizers must be present during event.

I have read and understand the above stipulations.

Vernon K. Kishling
Applicant's Name

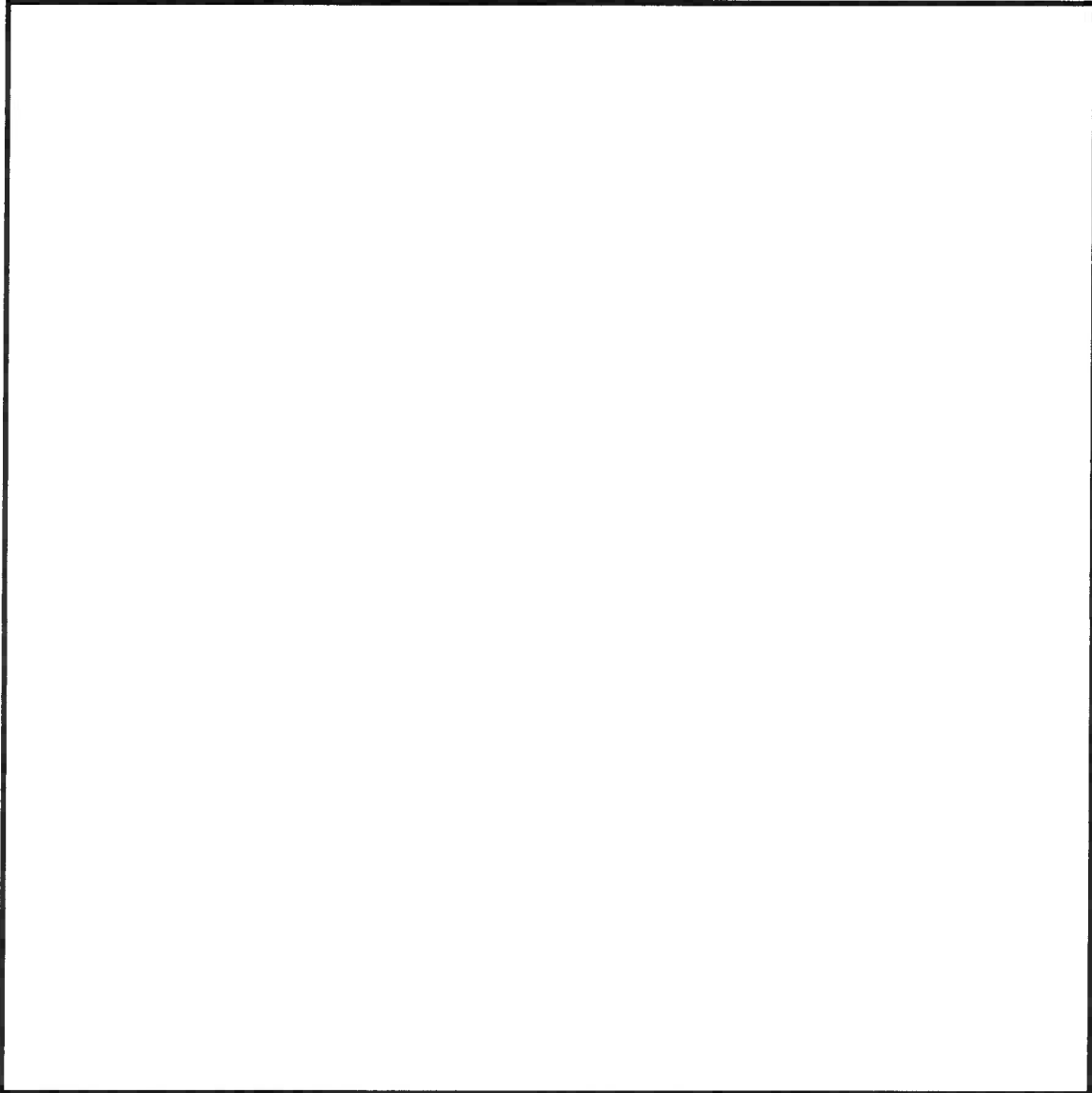
18 August 2025
Date

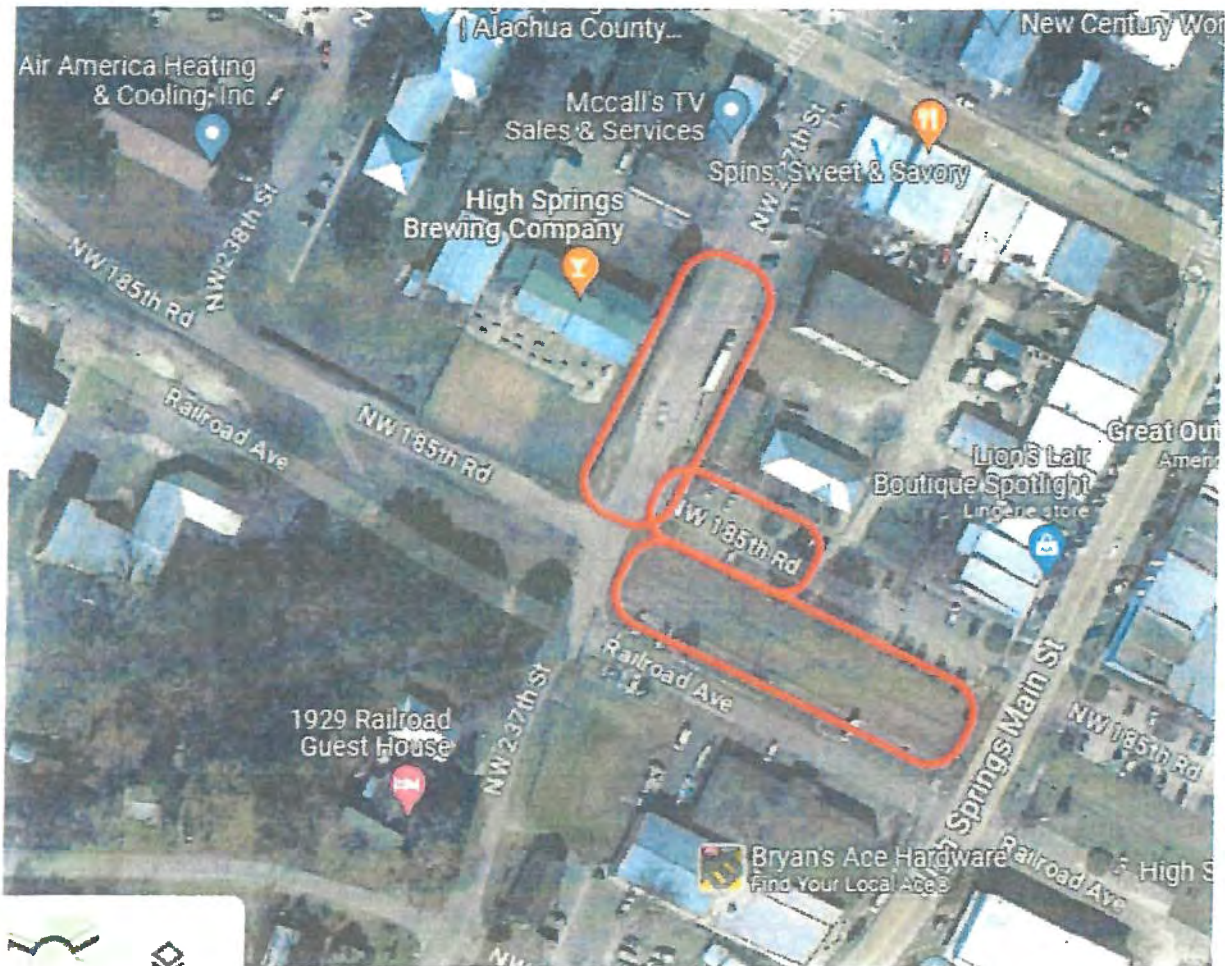
Please mail or submit completed packet to:

The City of High Springs.
110 NW 1st Avenue
High Springs, Florida 32643

SITE PLAN

If event attendance is more than 300 persons or event involves a race, walk, parade etc... Please attach a site map or use the space provided below. Please provide a drawing of the boundaries and details of the proposed Special Event including locations of all intended activities with reference points such as streets, buildings, barricades, emergency access points, race or parade routes, tents, vendors etc. Site map for smaller events, security, traffic or clean-up plans may also be requested.

A large, empty rectangular box with a black border, intended for a site plan drawing. The box is oriented vertically and occupies the lower half of the page.



OFFICE USE ONLY – DEPOSIT AND APPROVAL INFORMATION

Approved by the City Manager _____ Date _____

Conditions for Approval _____

Comments by the Fire Chief _____ Date _____

Conditions for Approval _____ Assessed Fees \$ _____

Comments by the Police Chief _____ Date _____

Conditions for Approval _____ Assessed Fees \$ _____

Comments by the Building Department _____ Date _____

Conditions for Approval _____ Assessed Fees \$ _____

Comments by the PW/Recreation _____ Date _____

Any additional Assessed Fees: \$ _____ Explanation _____

Staff Point-Of-Contact Assigned to this event (day of event) _____

Copy of Certificate of Insurance Received _____ (attach as applicable)

Amount of Total Fees assessed \$ _____ Received on _____ Received By _____

Form of Payment ☐ Cash ☐ Check # _____

Other Notes:



Consumer's Certificate of Exemption

Issued Pursuant to Chapter 212, Florida Statutes

DR-14
R. 01/18

85-8012851381C-2	10/10/2023	10/31/2028	VETERANS ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

MARINE CORPS LEAGUE 990 GATOR
DETACHMENT INC
PO BOX 14
HIGH SPRINGS FL 32655-0014

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 01/18

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions about your exemption certificate, please call Taxpayer Services at 850-488-6800. The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.



MARKEL INSURANCE COMPANY

MEMBER CERTIFICATE

CERTIFICATE NUMBER: W03088496

DATE: 07/24/2025

THIS CERTIFICATE REPRESENTS INSURANCE PROVIDED IN ACCORDANCE WITH THE FOLLOWING:

MASTER POLICY NUMBER: M1RPG0000000515200

FIRST NAMED INSURED (MASTER POLICY HOLDER): Sports, Leisure and Entertainment Risk Purchasing Group
IN RETURN FOR THE PAYMENT OF THE PREMIUM AND SUBJECT TO ALL THE TERMS OF THE MASTER POLICY, WE AGREE TO PROVIDE THE INSURANCE AS STATED IN THIS CERTIFICATE.

NAMED INSURED (CERTIFICATE HOLDER)

Name and Mailing Address (No., Street, Town or City, County, State, Zip Code):

Hotrods for Heroes

DBA: Marine Corps League Gator 990 Detachment

P.O.Box 14, High Springs, FL 32655

Effective Date: 12/06/2025

at 12:01 AM EDT

Expiration Date: 12/07/2025 12:01 AM

This replaces prior Certificate Number:

Plan Administered By

K&K Insurance Group, Inc.
1712 Magnavox Way
Fort Wayne IN 46804

Contact Information

Name: MM – Concessionaires, Exhibitors & Vendors

Phone 1-800-328-2317

Fax: 1-260-459-5502

Email: info@eventinsurance-kk.com

Insurer

Markel Insurance Company
10275 West Higgins Road, Suite 750
Rosemont, IL 60018

Producer Name And Mailing Address

K&K Insurance Group, Inc.
1712 Magnavox Way
Fort Wayne IN 46804

To Report A Claim

By Phone: 1-800-237-2917

By Fax: 1-312-381-9077

By E-mail: KK.Claims@kandkinsurance.com

By Mail K&K Insurance Group, Inc.
1712 Magnavox Way P.O. Box 2338
Fort Wayne, Indiana 46801
Online: www.kandkinsurance.com

Description Of Operations, Premises, And Operations		
Description Of Operations: Booth Operations of the Named Insured; # of Trailers: 1 Event Name: Hotrods for Heroes; Event Date: 12/06/2025 to 12/06/2025		
Premises And Operations:		
Location No.	Address	Operations
	Refer to coverage form MGL1576	

Limits of Insurance		
Commercial General Liability		
General Aggregate	\$5,000,000	
Products/Completed Operations Aggregate	\$1,000,000	
Personal And Advertising Injury	\$1,000,000	Any One Person or Organization
Each Occurrence	\$1,000,000	
Damage to Premises Rented To You	\$300,000	Any One Premises
Medical Expense	\$5,000	Any One Person
Additional Coverages		
In addition to the Commercial General Liability coverages shown above, the following additional coverages are provided. If a coverage is not listed below, such coverage, including its corresponding endorsement, does not apply to this Member Certificate.		
Limit Of Insurance		

Endorsements
Forms and endorsements applying to this Member Certificate and made part of the policy at time of issue:
Refer to master policy including all state amendatory endorsements applicable to the state of this Member Certificate

This Member Certificate, together with the Coverage Form and any Endorsement(s) attached to the Master Policy, complete the above numbered certificate. Coverage is subject to all terms, conditions, limitations, exclusions, and other provisions contained therein.

Member Certificate Premium
Commercial General Liability Premium: \$166.00

To review the Master Policy: Please send a written request to the Plan Administrator shown above.

Countersigned: 07/24/2025

By: Scott Furbush

Date

AUTHORIZED REPRESENTATIVE

CSX TRANSPORTATION, INC.
TEMPORARY RIGHT OF ENTRY AGREEMENT

THIS AGREEMENT, Made and effective as of August 7, 2025, by and between CSX TRANSPORTATION, INC., a Virginia corporation, whose mailing address is 500 Water Street, Jacksonville, Florida 32202, hereinafter called "CSXT," and MARINE CORPS LEAGUE, GATOR DETACHMENT 990, a limited liability company of the State of Florida, whose mailing address is Po Box 14, High Springs, Florida 32655, hereinafter called "Licensee," WITNESSETH:

WHEREAS, Licensee has submitted a written request/application to CSXT requesting permission to enter CSXT's property located at or near High Springs, Alachua County, Florida, N292937 Latitude W823548 Longitude hereinafter called ("Property,") for the purpose of car show fundraiser on December 6, 2025, as shown on Exhibit "A", attached hereto and made a part hereof (the "Project"); and

WHEREAS, CSXT is willing to grant to Licensee the limited right and permission to enter upon the Property for the limited purpose of performing the Project.

NOW THEREFORE, CSXT hereby grants to Licensee the right and permission to enter upon the Property for the purpose of performing said Project, subject to the terms and conditions set forth below:

1. PROJECT: The Project shall be performed at the entire cost and expense of Licensee, in accordance with good and sound engineering practices, to the satisfaction of CSXT's Regional Engineer or his or her duly authorized representative ("Regional Engineer") and in a manner to avoid accidents, damages, unnecessary delays to or interference with train traffic of CSXT. Prior to entry, Licensee shall notify the Regional Engineer's representative and arrange for flagging protection in accordance with Sections 5 and 7 of this Agreement. Licensee shall not dig in the ballast line or within the tracks loading influence area, or otherwise disturb the track structure. Licensee and Licensee's employees, agents, contractors and other representatives (collectively, "Agents") shall maintain in their possession a copy of this Agreement at all times during their occupation of the Property.

2. INDEMNITY:

2.1 Licensee hereby assumes risk of and agrees to indemnify, defend, protect and save CSXT and CSXT's Affiliates harmless with respect to any and all attorneys' fees, liability, claims, demands, payments, suits, actions, recoveries, penalties, costs, legal expenses, judgments, settlements, and damages of every nature, degree, and kind (including direct, indirect, consequential, incidental, and punitive damages) for:

2.1.1 personal injury, including, but not limited to bodily injury to or death of any person or persons whomsoever, including the agents, servants, Affiliates or employees of the parties;

2.1.2 the loss or damage to any property whatsoever, including property owned or in the care, custody or control of the parties hereto or their respective Affiliates;

2.1.3 any environmental damage and any related remediation brought or recovered against CSXT or any of its Affiliates; and

2.1.4 any and all other losses or damages;

arising directly or indirectly from the presence of Licensee or its Agents on or about the Property, whether or not attributable in whole or part to the negligence, gross negligence, or intentional misconduct of CSXT or its Affiliates.

2.2 The parties waive any and all right or opportunity to contest the enforceability of this Section and agree that, in the event this Section, or any part of this Section, is found unenforceable by the final, unappealable judgment of a court of competent jurisdiction, this Section shall be construed so as to be enforceable to the maximum extent permitted by applicable law. In the event that such court of competent jurisdiction finds that Florida statutory construction contract indemnity monetary limits apply to this Agreement with respect to Licensee's indemnification of CSXT and its Affiliates for liability caused in whole or in part by any act, omission or default by CSXT or its Affiliates, the parties hereto agree that such limit shall be equal to the limits (exclusive of deductibles) of the applicable insurance required by Sections 3 and 4 of this Agreement. The parties acknowledge and agree that this monetary limit, if required, bears a commercially reasonable relationship to this Agreement, in so far as, among other factors, the parties have taken into account the availability and cost of insurance and other risk transference devices, the scope of the Project, the risks associated with the Project, and the compensation and any other benefits exchanged between the parties in connection with this Agreement.

2.2.1 Licensee shall comply with any federal, state, or local laws, statutes, codes, ordinances, rules, and regulations applicable to its presence or performance of any activity on the Property and agrees to indemnify, defend, and hold CSXT and its Affiliates harmless with respect to any fines, penalties, liabilities, or other consequences for its failure to so comply.

2.2.2 For the purpose of this Agreement, the term "Affiliates" includes all entities, directly or indirectly owned or controlled by, or under common control of a party or its respective officers, directors, employees and agents, and in the case of CSXT, includes CSX Corporation, CSXT and their Affiliates and their respective officers, directors, employees and agents.

2.2.3 The provisions of this Section shall survive the termination or expiration of this Agreement.

3. GENERAL LIABILITY INSURANCE:

3.1 Licensee shall procure and maintain, at its expense: (i) statutory Worker's Compensation and Employers Liability Insurance with available limits of not less than ONE MILLION AND 00/100 U.S. DOLLARS (\$1,000,000.00), which insurance must contain a waiver of subrogation against CSXT and its Affiliates, if permitted by state law; (ii) Commercial General Liability coverage (inclusive of contractual liability) with available limits of not less than FIVE MILLION AND 00/100 U.S. DOLLARS (\$5,000,000.00) in combined single limits for bodily injury and property damage and covering the contractual liabilities assumed under this Agreement; (iii) business automobile liability insurance with available limits of not less than ONE MILLION AND 00/100 U.S. DOLLARS (\$1,000,000.00) combined single limit for bodily injury and/or property damage per occurrence; and (iv) such other insurance as CSXT may reasonably require. Upon request, Licensee shall provide CSXT with a copy of Licensee's applicable insurance policies. A policy endorsement naming CSXT, and/or its designee, as an additional insured and specifying such coverage shall be furnished to CSXT prior to the execution of this Agreement, and the required coverage will be kept in force until all of Licensee's obligations under this Agreement have been fully discharged and fulfilled, or until Licensee shall have been specifically released by a written instrument signed by an authorized officer of CSXT. Licensee shall also provide CSXT with a copy of the insurance policies. The insurance policies shall provide that the insurance carrier must give CSXT notice at least thirty (30) days in advance of cancellation of coverage, of any change in coverage, or of cancellation of the policy. Notwithstanding any provisions of this Section, the liability assumed by Licensee shall not be limited to the required insurance coverage.

4. RAILROAD PROTECTIVE LIABILITY INSURANCE:

In the event Licensee finds it necessary to perform surveying, construction or demolition operations within fifty feet (50') of any operated railroad track(s) or affecting any railroad bridge, trestle, tunnel, track(s), roadbed, overpass or underpass, Licensee shall: (a) notify CSXT; and (b) procure and maintain during the period of construction or demolition operations, at no cost to CSXT, Railroad Protective Liability (RPL) Insurance, naming CSXT, and/or its designee, as Named Insured, written on the current ISO/RIMA Form (ISO Form No. CG 00 35 01 96) with limits of FIVE MILLION AND 00/100 U.S. DOLLARS (\$5,000,000.00) per occurrence for bodily injury and property damage, with at least TEN MILLION AND 00/100 U.S. DOLLARS (\$10,000,000.00) aggregate limit per annual policy period, with Pollution Exclusion Amendment (ISO CG 28 31 11 85) if an older ISO Form CG 00 35 is used. The original of such RPL policy shall be sent to and approved by CSXT prior to commencement of such survey, construction or demolition. CSXT reserves the right to demand higher limits.

At CSXT's option, in lieu of purchasing RPL insurance from an insurance company (but not CGL insurance), Licensee may pay CSXT, at CSXT's current rate at time of request, the cost of adding any surveying, construction or demolition activities, to CSXT's blanket Railroad Protective Liability (RPL) Policy for the period of actual surveying, construction or demolition activities. This coverage is offered at CSXT's discretion and may not be available under all circumstances.

5. **PRIOR NOTIFICATION:** Licensee or Licensee's Agents shall notify CSXT at least 30 days prior to requiring entry on the Property and shall abide by the instructions of the Regional Engineer, or his or her authorized representative.

6. **CLEARANCES:** Neither Licensee nor Agents shall perform any Project or place or operate any equipment of Licensee or Agents at a distance closer than fifty (50) feet from the center of any track, without the prior approval of the Regional Engineer. The Regional Engineer may require protective services or such other services as deemed necessary or appropriate. Equipment shall be moved across CSXT's track(s) only at a public crossing unless prior arrangements have been made with the Regional Engineer and a Private Crossing Agreement is fully executed and in place. Licensee and Agents shall take all precautions necessary to avoid interference with or damage to CSXT's property and signal and communication facilities during their performance of the Project.

7. **PROTECTIVE SERVICES:** If protective services, such as flagging protection, are required by CSXT, Licensee shall make arrangements with the Regional Engineer to furnish such personnel, flagman or watchman, that in the Regional Engineer's opinion may be necessary to protect the facilities and traffic of CSXT during the performance of the Project. Licensee shall pay for the cost of such services, including all applicable surcharges and additives. Licensee shall give notice to Licensor by completing and submitting Licensor's Outside Party Number Request Form (Form # OP) by logging on to:

https://propertyportal.csx.com/pub_ps_res/ps_res/jsf/public/index.faces

If you are new to the portal, please click the link to sign up.

8. **PAYMENT FOR PROTECTIVE SERVICES:** Payment shall be made by Licensee in accordance with the following designated option:

(X) **Option 1:** Licensee shall make an advance deposit of funds based on an estimate of the cost of protective or other services as determined by CSXT. The cost for CSXT's services shall then be assessed by CSXT against this advance deposit. Upon completion of the Project, any unused funding will be returned to Licensee. If CSXT's costs exceed the advance deposit(s), a request will be made to Licensee for additional funds or an invoice will be issued to Licensee for final payment. Licensee shall remit payment to CSXT within thirty (30) days of receipt of either a request for additional funds or an invoice.

() **Option 2:** Licensee shall promptly reimburse CSXT for the cost of protective or other services on an as-incurred basis, including all applicable surcharges, upon receipt of bill(s) therefore.

9. **ENVIRONMENTAL:** This Agreement does not include and expressly excludes the performance of any site investigation activities designed to determine environmental conditions on, about or beneath the Property. Precluded activities include performing soil borings for purposes other than geotechnical investigation, obtaining soil, sediment, groundwater and surface water samples, and conducting field or laboratory analyses of any soil, sediment, groundwater or surface water samples obtained from CSXT property to identify chemical composition or environmental condition. If any type of environmental investigation is desired, a separate right of entry agreement issued through CSXT's Environmental Department must be secured.

10. **CLAIMS:** Licensee shall, or shall require Agents, to promptly notify the Regional Engineer of any loss, damage, injury or death arising out of or in connection with the Project.

11. **REMEDiation:** It is understood and agreed that, upon completion of the Project, the Property shall be left in a condition satisfactory to Regional Engineer or his or her duly authorized representative.

12. **SAFETY:**

12.1 All personnel entering the Property must comply with CSXT safety rules and requirements to include, without exception, the wearing of hard hats and approved safety shoes and safety glasses with side shields. Anyone not in compliance with these rules and regulations will be asked to leave the Property.

12.2 Before performing any work authorized by this Agreement, Licensee, at its sole cost and expense, shall obtain all necessary permit(s) (including but not limited to zoning, building, construction, health, safety or environmental matters), letter(s) or certificate(s) of approval. Licensee expressly agrees and warrants that it shall conform and limit its activities to the terms of such permit(s), approval(s) and authorization(s), and shall comply with all applicable ordinances, rules, regulations, requirements and laws of any governmental authority (state, federal or local) having jurisdiction over Licensee's activities, including the location, contact, excavation and protection regulations of the Occupational Safety and Health Act (OSHA) (29 CFR 1926.651(b), et al.), and State "One Call" - "Call Before You Dig" requirements.

13. **TERM:** This Right-of-Entry Agreement and the permission conferred and the license granted by it does not constitute a grant of permanent easement and shall terminate upon completion of the Project or at midnight, December 8, 2025, whichever occurs first, unless extended in writing by CSXT. In the event Licensee fails to comply with terms and provisions of this Agreement, Licensee agrees to pay and agrees that CSXT shall be entitled to recover costs and expenses incurred by CSXT, including legal fees and expenses, to enforce the terms of this Agreement.

14. **SEVERABILITY:** The parties agree that if any part, term or provision of the Agreement is held to be illegal, unenforceable or in conflict with any applicable federal, state, or local law or regulation, such part, term or provision shall be severable, with the remainder of the Agreement remaining valid and enforceable. If any provision or any part of a provision of the Agreement shall be finally determined to be superseded, invalid, illegal, or otherwise unenforceable pursuant to any applicable law, ordinance, rule or regulation, such determination shall not impair or otherwise affect the validity, legality, or enforceability of the remaining provision or parts of the provision of the Agreement, which shall remain in full force and effect as if the unenforceable provision or part were deleted.

15. **ENTIRE AGREEMENT:** This Agreement embodies the entire understanding of the parties, may not be waived or modified except in a writing signed by authorized representatives of both parties, and supersedes all prior or contemporaneous written or oral understandings, agreements or negotiations regarding its subject matter.

16. **NOTICES:** All notices, consents and approvals required or permitted by this agreement shall be in writing and shall be deemed delivered; upon personal delivery, upon the expiration of three (3) business days following mailing by U.S. first class mail, or upon the next business day following mailing by a nationally recognized overnight carrier, to the Licensee at the address above, and to Licensor at the address shown on Page 1, c/o CSXT Contract Administration, J180; or at such other addresses as either party may designate by delivery of prior notice to the other party .

17. **TERMINATION:** CSXT shall have the right at any time and at its sole discretion to terminate this Agreement upon notice to Licensee.

18. **WAIVER:** If either party fails to enforce its respective rights under this Agreement, or fails to insist upon the performance of the other party's obligations hereunder, such failure shall not be construed as a permanent waiver of any rights or obligations in this Agreement.

19. **GOVERNING LAW; VENUE:** This Agreement shall be governed by and construed under the laws of the State of Florida, without regard to the choice of law provisions thereof. Venue for any action arising from, or brought to enforce, this Agreement, shall vest exclusively in the state or federal courts located in Duval County, Florida, and the parties agree to submit to the personal jurisdiction of any state or federal court located in Duval County, Florida.

20. **NO ASSIGNMENT:** Notwithstanding anything to the contrary contained in this Agreement, Licensee shall not permit Agents to enter the Property without first requiring Agents to agree in writing to comply with all of the terms of this Agreement. Notwithstanding the foregoing, Licensee shall continue to be responsible for insuring that Agents comply with all of the terms and conditions of this Agreement and shall indemnify and hold CSXT harmless for any damages described in Section 2 above caused in whole or in part by such subcontractor. Assignment of this Agreement to any party other than Agents in accordance with this Section shall not be permitted except upon the prior written consent of CSXT, which consent may be granted or withheld at CSXT's sole discretion. This Agreement shall be binding upon the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed
as of the effective date of this Agreement.

Witness for CSXT:

Andrew Hamann

CSX TRANSPORTATION, INC.

By: Coley J. Campbell
Digitally signed by Coley J. Campbell
Date: 2025.08.18 10:16:57 -04'00'

Print/Type Name: Coley J. Campbell

Print/Type Title: Senior Manager of Environmental & Property Management

Witness for Licensee:

Vernon Kislung
VERNON KISLING
PAST COMMANDANT

MARINE CORPS LEAGUE, GATOR
DETACHMENT 990

By: MATTHEW YAKUBSIN

Who, by the execution hereof, affirms that he/she has
the authority to do so and to bind the Licensee to the
terms and conditions of this Agreement.

Print/Type Name: MATTHEW YAKUBSIN

Print/Type Title: COMMANDANT

EXHIBIT A





NEW BUSINESS

ITEM #5



Commission Agenda Item Request Form

MEETING DATE: September 8, 2025

SUBJECT: ACFR Interlocal Agreement

AGENDA SECTION: New Business

DEPARTMENT: Fire

PREPARED BY: Chief Joe Peters

RECOMMENDED ACTION: DISCUSS, CONSIDER AND ACT ON
AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN ACFR AND
HIGH SPRINGS FIRE DEPARTMENT.

Summary

AMENDMENT TO THE CURRENT INTERLOCAL AGREEMENT BETWEEN ACFR AND HIGH SPRINGS FIRE DEPARTMENT. THE CONTRACT REMAINS THE SAME WITH AN AMENDED EXTENSION OF THE CONTRACT TO SEPTEMBER 30, 2026.

ATTACHMENTS:

REVIEWED BY CITY MANAGER: _____

**FIRST AMENDMENT TO THE INTERLOCAL AGREEMENT BETWEEN ALACHUA
COUNTY AND THE CITY OF HIGH SPRINGS FOR FIRE SUPPRESSION & FIRST
RESPONSE EMS/RESCUE SERVICES NO. 14371**

THIS FIRST AMENDMENT (“Amendment”) is made by and between Alachua County, Florida, a political subdivision and charter county of the State of Florida, by and through its Board of County Commissioners (the “County”) and CITY OF HIGH SPRINGS, a municipal corporation organized under the laws of the State of Florida (“ the City”), who are collectively referred to as the “Parties”.

WITNESSETH:

WHEREAS, the Parties previously entered into an Interlocal Agreement (ILA) for EMS Services, dated August 15, 2024, identified by No. 14371 (the “Agreement”); and

WHEREAS, the Parties mutually desire to amend the Agreement to extend the term and to do as otherwise provided herein.

NOW, THEREFORE, the Parties agree to amend the Agreement as follows:

A. Amendment. Section #1, of the Agreement titled “Intent and Term of the Agreement” sub-section B is amended to read as follows:

This Amendment extends the term of the ILA through September 30, 2026, unless terminated as contained herein.

B. Effective Date. This Amendment shall be effective upon execution by both Parties.

C. Original Agreement. Unless expressly amended herein, all other terms and provisions of the original Agreement between the Parties, including any prior amendments to the Agreement, shall be and remain in full force and effect. In the event any of the prior amendments to the Agreement conflict with this Amendment, the provisions of this Amendment shall prevail.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the Parties have caused this First Amendment to be executed on the day and year below written.

ALACHUA COUNTY, FLORIDA

By: _____

Charles Chestnut, IV, Chair

Board of County Commissioners

Date: _____

ATTEST

APPROVED AS TO FORM

J.K. "Jess" Irby, Esq., Clerk

(SEAL)

Alachua County Attorney's Office

CITY OF HIGH SPRINGS

By: _____

Tristan Grunder, Mayor

City of High Springs

Date: _____

IF THE CONTRACTOR IS NOT A NATURAL PERSON, PLEASE PROVIDE A CERTIFICATE OF INCUMBENCY AND AUTHORITY, OR A CORPORATE RESOLUTION, LISTING THOSE AUTHORIZED TO EXECUTE AGREEMENTS ON BEHALF OF YOUR ORGANIZATION. IF ARE A NATURAL PERSON, THEN YOUR SIGNATURE MUST BE NOTARIZED.

**INTERLOCAL AGREEMENT FOR FIRE SUPPRESSION &
FIRST RESPONSE EMS/RESCUE SERVICES
BETWEEN ALACHUA COUNTY AND THE CITY OF HIGH SPRINGS**

This Uniform Fire Service Interlocal Agreement for Fire Suppression & First Response EMS/Rescue Services (hereinafter "Agreement") by and between Alachua County, a charter county and political subdivision of the State of Florida (hereinafter "County") and the City of High Springs, a municipal corporation organized under the laws of the State of Florida (hereinafter "City"), is made, entered into, and effective the 1st day of October 2024.

WHEREAS, Chapter 163, Florida Statutes, authorizes public agencies, including counties and cities, to enter agreements to provide services and to exercise jointly the power, privilege, or authority they share in common and which each might exercise separately; and,

WHEREAS, both City and the County deem it appropriate and in furtherance of the public health, safety, and welfare to enter an Interlocal Agreement to provide for fire suppression and first response EMS/rescue services; and,

WHEREAS, the City is located within Alachua County and is authorized to provide fire suppression and first response rescue services; and

WHEREAS, the County is authorized to provide or contract for fire suppression and first response rescue services; and,

WHEREAS, the City is willing and able to provide fire suppression and first response rescue services to the County; and

WHEREAS, the County is willing and able to provide fire suppression and first response rescue services within the municipal boundaries of the City.

NOW, THEREFORE, in consideration of the mutual covenants declared herein and other good and valuable consideration each Party agrees as follows:

Section 1. Intent and Term of Agreement.

- A. The City Fire Department shall be a part of the countywide cooperative system established by the Board of County Commissioners, known as the "Fire Services Network." The County and the City will reciprocate fire and first response EMS/rescue services as dispatched by the Combined Communication Center (CCC).
- B. This Agreement shall be effective on October 1, 2024, and shall remain in effect until midnight September 30, 2025, unless terminated as contained herein.

Section 2. Definitions. For the purposes of this Agreement, the terms listed below shall have the following meanings:

- A. Alachua County Fire Rescue (ACFR) shall mean the County department charged with the responsibility for providing and/or coordinating Emergency Management, radio communications, Emergency Medical, Rescue Services, and Fire Protection services.
- B. CCC shall mean the Alachua County Combined Communications Center.
- C. First Response Rescue Services shall mean the initial fire based non-transport response to requests for medical assistance for accident victims and health related incidents.
- D. Standard Communications Protocol shall mean a step-by-step approach to radio communications which uses "plain language" and is based on uniform standards developed and/or adopted by the County.
- E. Incident shall mean a call for fire suppression or first response services to a given location, regardless of the number of apparatuses responding.
- F. Battalion Chief shall mean the person who is employed by ACFR and who is designated to assume and assign command and control of emergency incidents.
- G. Fire Services Network shall mean a county-wide cooperative system established by the Board of County Commissioners to ensure the safe and effective delivery of fire rescue services through the core fundamentals of incident command, common terminology, equipment, training, dispatch protocols, radio system, and response assignments.
- H. Insurance Services Office (ISO) shall mean the agency that evaluates and rates the level of fire protection provided by a given agency. This classification score is used by subscriber insurance companies to determine homeowner and business owner insurance rates.
- I. Fire Services Territory shall mean the primary response area representing the area closest to the City's station as depicted in Exhibit "A" to this Agreement.

Section 3. Fire Suppression and First Response EMS/Rescue Services.

- A. Service Provider and Service Area. The City shall provide the initial response and support to all fire suppression and EMS/rescue incidents throughout Alachua County as dispatched by the Combined Communication Center (CCC) irrespective of political boundaries. The County shall provide initial response and support to all fire suppression and EMS/rescue incidents within the municipal boundaries of the City as dispatched by the Combined Communication Center (CCC).
- B. Incident Command. Command and control of every incident shall comply with the National Incident Management System. Each party may retain, assign, or assume command of a fire incident occurring within its political jurisdiction.
- C. Level of Service (LOS) Standards. City's Fire Department shall meet the following LOS Standards:
 - 1. Unit response shall occur within one (1) minute of dispatch (completion of the initial page).
 - 2. All personnel must meet the Florida Fire Standards and Training Requirements as set forth in Chapter 633, Part IV, Florida Statutes. In addition, paid personnel shall be certified emergency medical technicians or paramedics.
 - 3. The City shall routinely search the Office of Inspector General's List of Excluded Individuals/Entities webpage to ensure all new hires and employees are not contained on this list. Employees found to be on this list shall not provide services within Alachua County.
 - 4. The responding Engine, Brush, or Squad unit(s) shall be staffed with two (2) personnel; Tanker may be staffed with one (1) person.
 - 5. When responding from Station, the initial first response unit must arrive on scene within twelve (12) minutes 80% of the time from dispatch.
 - 6. Apparatus assignment to incidents shall be in accordance with CCC dispatch protocols.

7. The City Fire Department shall maintain a minimum ISO Class 9 rating. A failure of the City's Fire Department to maintain this minimum classification will result in a reduction in the amount due to City under Section 10(A) of this Agreement.

The amount of reduction shall be equivalent to the percentage representing the City Fire Department's non-medical incident responses for the last fiscal year in which the City's Fire Department had an ISO rating of Class 9 or better. The percentage reduction shall be taken on each payment due and owing to City beginning the first payment immediately following the effective date of the ISO Class change. Should an ISO Class 9 or better rating be restored, payment will return to the amount specified in this Agreement beginning the fiscal year immediately following the effective date of the improved ISO classification.

For the purpose of this subsection, the City shall provide ACFR copies of any correspondence received from ISO which indicates a minimum rating greater than 9 within 30 days of receipt.

8. The City's Fire Department shall be responsible for first response fire and EMS within the department's defined Fire Services Territory, to include all responsibility for reporting to the Florida Incident Fire Reporting System (FIFRS). It is recognized that all responses by ACFR to the City Fire Department's Fire Services Territory shall be for the purpose of providing aid to the City's Fire Department and ACFR's response shall be recognized as automatic aid for the purpose of reporting.
9. ACFR shall be responsible for control of all fire investigations within the City Fire Department's defined Fire Services Territory, excluding those within the municipal boundaries.
10. In addition to the above requirements, the County and City agree to an enhanced level of service (Tier 2) at a price of \$865.50 per incident which consists of:
 - Four (4) person daily staffing
 - ALS Certification
 - Staff comprised of State Certified Drive Operators and Company Officers

In the event the city is unable to continue ALS Certification, the county shall compensate at the Tier I level at a price of \$734.59 per incident.

Section 4. Dispatch Protocols. The City may make protocol recommendations. Dispatch protocols shall be developed by ACFR. Final authority to approve and implement dispatch protocols lies solely with the Chief of ACFR.

Section 5. Equipment, Training and Staff.

- A. The City shall provide the necessary equipment and staff to perform its duties under this Agreement.
- B. To ensure compatibility and interoperability with the Fire Services Network the City Fire Department's equipment and operating procedures shall not be inconsistent with or in conflict with that used or adopted by the County.
- C. The County shall provide a complement of Advanced Life Support (ALS) disposable medical supplies utilized by the City's primary fire apparatus responding under this Agreement, provided that the supplies are those currently used by ACFR. The County shall resupply consumable supplies as the supplies are used during emergency incidents.
- D. The County shall provide support for necessary training to meet ISO multi-company and automatic aid company training. The list of dates and times for in-person training will be provided on an ongoing basis for scheduling purposes.
- E. The County shall make available all electronic training and the database to all active members of the department. It is agreed that any costs associated with membership and access fees shall be the responsibility of the department, not ACFR.
- F. The City shall provide to ACFR a list of all active paid and volunteer members who provide fire suppression & first response EMS/rescue services on a quarterly basis, including documentation of qualifications meeting Section 3(C)(2) of this Agreement.
- G. The City shall provide a daily roster to the Combined Communications Center (CCC) of all on-duty members who will be responding to calls at shift change each morning.

Section 6. Other Agreements. This Agreement shall have priority over any other

agreement as related to the provision of fire suppression and first response EMS/rescue services in Alachua County except when City units have already responded to a request for mutual aid with another agency that the City has an agreement with.

Section 7. Dispatch Services. The County will provide central receipt of emergency calls, dispatching of units per the dispatch protocol as established through the CCC, and voice radio communications.

Section 8. Communications Equipment. The County will provide the following communications equipment:

- A. Mobile and portable radios. Mobile and portable radios will be provided to the City Fire Department for exclusive use when responding to incidents dispatched by Alachua County. The actual number of radios provided shall be determined by the Chief of ACFR in consultation with the City's representative. The number of radios provided by the County will not exceed ten (10).
 - 1. The County will provide access for County-owned radios to the Trunked Radio System (TRS).
 - 2. The County shall be responsible for maintenance, installation/removal, and replacement of County-owned radios. All mobile radios are to be installed in primary emergency response apparatus by authorized technicians.
 - 3. Additional mobile and portable radios may be purchased by the City but must meet the specifications and have full operability with the TRS.
 - 4. The City shall be responsible for any additional monthly TRS access fees for additional City owned TRS-capable portable and/or mobile radios.
 - 5. The City shall be responsible for maintenance, installation/removal, and replacement of City-owned radios. All mobile radios are to be installed in primary emergency response apparatus by authorized technicians.

Section 9. Payment.

- A. The County shall pay the City for services provided to the County

identified in this agreement in accordance with the following:

1. The total number of incidents for service provided by the City to unincorporated Alachua County, and municipalities where ACFR is designated as the first response fire suppression and EMS provider.
 2. Payment for service shall be quarterly and based upon the previous quarter incidents.
 3. Each call for service (Tier 2) shall be compensated at a rate of 865.50 per incident.
 4. The City Fire Chief and ACFR Fire Chief, or their designee, shall confer annually between January 1 and March 1, allowing both entities to properly budget for the following fiscal year.
- B. Payments to the City shall be made in four (4) payments made on a quarterly basis in accordance with the provisions for § 218, Part VII Florida Statutes ("Local Government Prompt Payment Act"). Payment must be received no later than the 30th of the month that the payment is due.
- C. In the event this agreement is terminated pursuant to Section 11, a prorated share of funds shall be payable until the date of termination.
- D. In the event that the City Fire Department fails to maintain a minimum ISO Class 9 rating, the amount due under this Agreement shall be reduced as specified in Section 3(C)(7) of this Agreement.
- E. The County shall fund the items listed below for the City's participation in the Fire Services Network:
1. Administrative oversight and management of the Fire Services Network.
 2. Replenishment of Disposable Medical supplies.
 3. Access to and use of the Countywide Radio System.
 4. Mobile and portable radios.
 5. Dispatch and radio communication services.
- F. The City shall reciprocate payment per incident, at the same rate that the County pays per section 9.A.3 and 4, to the County when County fire apparatus (excluding rescue and command) are dispatched within the municipal boundaries of the City. Compensable incidents shall be netted against the total incidents provided by the City from 9.A.1 on a quarterly basis.
- G. Notwithstanding any provision to the contrary, after September 30, 2024,

the City may notify the County of its desire to renegotiate the amount specified in subsection (A) by providing written notice to ACFR to be received by December 31st of the year immediately preceding the fiscal year in which the change in contract amount is sought.

Section 10. Entire Agreement This Agreement constitutes the entire agreement and supersedes all prior written or oral agreements, understandings, or representations.

Section 11. Effective Date, Duration, Termination. This Agreement shall be effective on October 1, 2024, and shall remain in effect until midnight September 30, 2025, unless terminated as follows:

- A. Breach. If either party fails to fulfill its obligations under this Agreement, or if either party breaches any of the provisions, covenants, or stipulations under this Agreement, the other party shall give a written notice to the party in default stating the failure or breach and provide a reasonable time period for correction of same. In the event the correction is not made in the allotted time, the other party shall send a written notice of termination, effective not earlier than 120 days from the date of notice. Within 30 days of the notice of termination, the Administrating Officials of each party shall meet in an effort to resolve the dispute.
- B. Termination Due to Funds Availability. The performance of any and all provisions of this Agreement by the City and County are expressly conditioned upon the availability of funds lawfully appropriated and budgeted to carry out the purpose of this Agreement. In the event either party anticipates an unavailability of funds, then that Party may terminate this Agreement, effective at midnight on the next September 30th, by providing written notice no later than May 31st of that year. Each Party is the sole and final authority as to the availability of funds for such party. Each party is obligated to pay all funds due prior to the date of termination.

Either party may terminate this Agreement for convenience by providing written notice of termination to the other party. Written notice of termination for convenience shall be submitted by October 1st and the effective date of which shall be the following September 30th.

Section 12. Insurance.

- A. The County represents that it is self-funded for liability insurance in accordance with Section 768.28, Florida Statutes. The County agrees to

maintain insurance coverage, either through self-insurance or commercial policy, on their property utilized as part of this Agreement to include premises liability in the amount to ensure full replacement, Automobile Physical Damage and Public Liability incidents arising from Automobile Liability (both Bodily Injury and Property Damage), Commercial General Liability, and Workers' Compensation.

- B. The City agrees to maintain insurance coverage, either through self-insurance or commercial policy, on their property utilized as part of this Agreement, to include premises liability in the amount to ensure full replacement, Automobile Physical Damage and Public Liability incidents arising from Automobile Liability (both Bodily Injury and Property Damage), Commercial General Liability, and Workers' Compensation.
- C. Each party agrees to provide the other with copies of the certificates of insurance for all coverages in effect throughout the term of this Agreement and will provide the other with thirty (30) day notice of any cancellation or amendment to the insurance coverages.

Section 13. Indemnity

- A. The City hereby assumes responsibility for, and hereby agrees to indemnify and hold the County harmless from any and all liability, claims, or damages imposed on the County up to the monetary limits provided in Section 768.28, Florida Statutes, arising out of or in connection with the negligent acts, omissions, or misconduct of the City and its agents or employees relating to the responsibilities of the City under this agreement
- B. The County hereby assumes responsibility for, and hereby agrees to indemnify and hold the City harmless from any and all liability, claims, or damages imposed on the City up to the monetary limits provided in Section 768.26, Florida Statutes, arising out of or in connection with the negligent acts, omissions, or misconduct of the County and its agents or employees relating to the responsibilities of the County and the services to be provided by the County under this agreement.
- C. Nothing contained herein shall constitute a waiver by either Party of sovereign immunity or the provisions or limitation of liability of §768.28, Florida Statutes, as may be amended.

Section 14. Liability.

Each party shall be solely responsible for the negligent acts or omissions of its employees, volunteers, and agents which in any way relate to or arise out this Agreement. Nothing contained herein shall be construed as consent to be sued by

third parties in any matter arising out of this Agreement or constitute a waiver by either party of its sovereign immunity or provisions of 768.28, Florida Statutes. This agreement does not create any relationship with, or any rights in favor of, any third party.

Section 15. Service Disputes.

The County and City shall each appoint one representative whose responsibility shall be to review and resolve any and all service disputes. The Representatives must be from an operational Chief level classification. Repeat, habitual, and unresolved disputes will be forwarded to the attention of the Chief of ACFR and City Manager.

Section 16. Filing of Agreement.

The County, upon execution of this Agreement, shall file the same with the Clerk.

Section 17. Applicable Law.

The laws of the State of Florida shall govern this Agreement; venue is in Alachua County, Florida.

Section 18. Notices.

Except as otherwise provided herein, any notice, acceptance, request, or approval from either party to the other party shall be in writing and sent by certified mail, return receipt requested, and shall be deemed to have been received when either deposited in a United States Postal Service mailbox or personally delivered with signed proof of delivery. The County's representative and the City's representative are:

Michele Lieberman, County Manager
Alachua County, Florida
PO Box 2877
Gainesville, FL 32602-2877

Katherine Weitz, Mayor
High Springs, Florida
23718 W Us Hwy 27
High Springs, FL 32643

J. K. "Jess" Irby, Esq.
Clerk of the Court
Post Office Box 939
Gainesville, FL 32602
Contracts ATTN: Finance and Accounting

Office of Management and Budget
105 SE 1st Avenue, Suite 6
Gainesville, Florida 32602
ATTN:

Section 19. Non-Waiver.

Waiver or breach of any provision of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement.

Section 20. Severability.

If any provisions of this Agreement shall be declared illegal, void, or unenforceable the other provisions shall not be affected but shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have made and executed this Interlocal Agreement for Fire Suppression & First Response EMS/Rescue Services between Alachua County and the City of High Springs on the respective dates beneath each signature.

REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

ALACHUA COUNTY:

BOARD OF COUNTY COMMISSIONERS
ALACHUA COUNTY, FLORIDA

By: _____

Mary C. Alford, Chair

Board of County Commissioners

Date: _____

ATTEST: _____

J.K. "Jess" Irby, Esq. Clerk

APPROVED AS TO FORM

(SEAL)

Alachua County Attorney

CITY OF HIGH SPRINGS:

CITY OF HIGH SPRINGS

By: _____

Katherine Weitz, Mayor

City of High Springs

Date: _____

ATTEST:

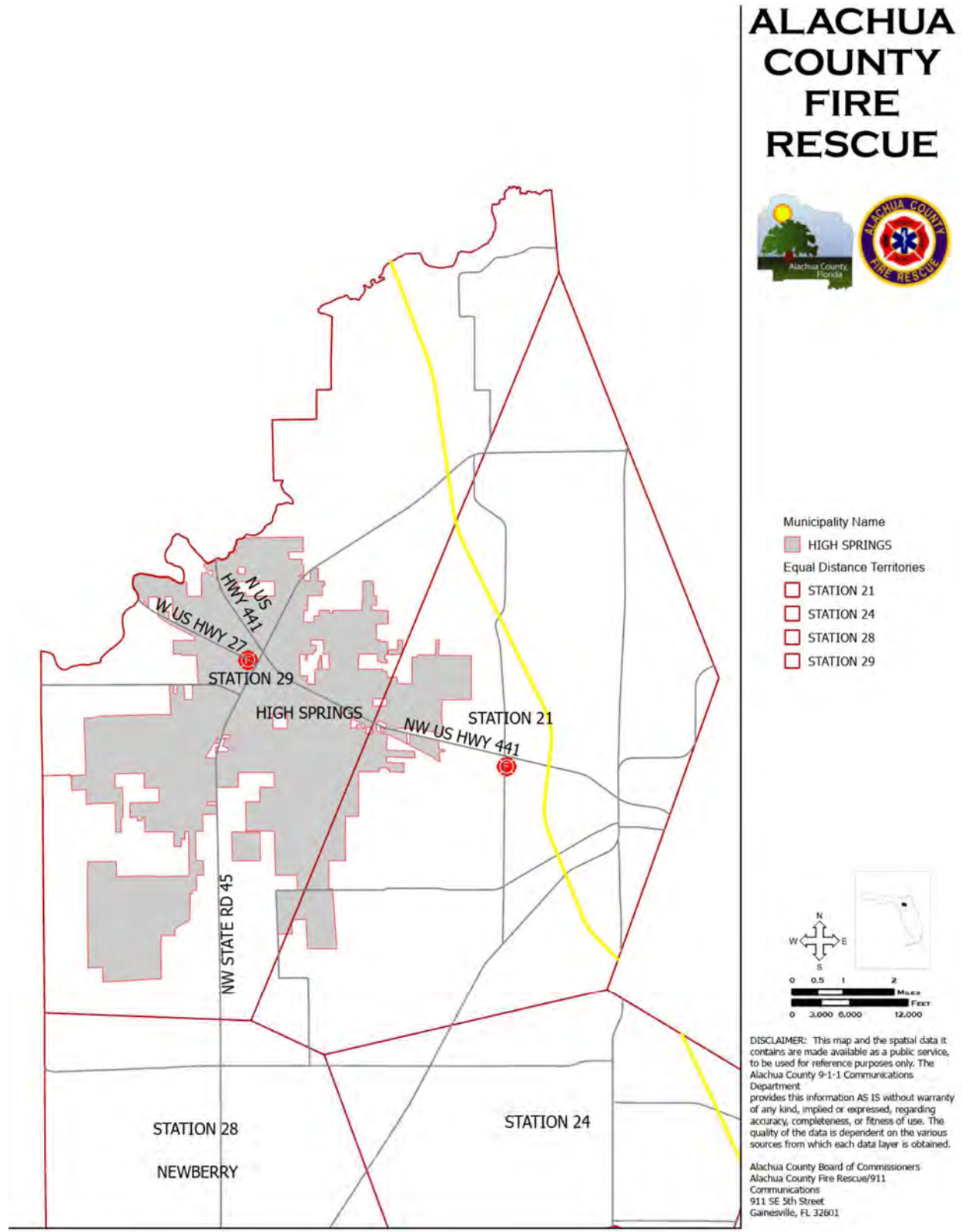
Clerk

(SEAL)

APPROVED AS TO FORM

City of High Springs Attorney

EXHIBIT A





NEW BUSINESS

ITEM #6



Commission Agenda Item Request Form

MEETING DATE: SEPTEMBER 8, 2025

SUBJECT: DISCUSS, CONSIDER AND ACT ON LETTER TO THE ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS REGARDING FIRE MUTUAL AID.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: CITY COMMISSION

PREPARED BY: CITY CLERK

RECOMMENDED ACTION:

SUMMARY

THE COMMISSION DIRECTED STAFF TO PREPARE A LETTER TO THE ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS REGARDING THE FIRE SERVICES FUNDING AGREEMENT.

ATTACHMENT: LETTER

REVIEWED BY CITY MANAGER:

September 9, 2025

Alachua County Board of County Commissioners
12 SE 1st Street
Gainesville, FL 32601

SENT VIA US MAIL AND ELECTRONIC MAIL

Re: Request for Modification of Fire Services Funding Agreement

Dear Commissioners:

On behalf of the High Springs City Commission, I write to respectfully request a modification to our present funding agreement with Alachua County regarding fire services. Specifically, we ask that the County commit to maintaining the full \$300,000 allocated to the City of High Springs prior to the opening of the new fire station in the City of Alachua.

We recognize that the opening of the Alachua station has reduced some mutual aid calls to the High Springs Fire Department, and we understand the County's position in reviewing allocations. However, we believe it is premature to reduce our funding without the benefit of a full year of data to demonstrate the true impact of the new station on our service delivery. The timing of this change also created an unintended hardship, as the City had already adopted its fire assessment for the coming year. Had we known the magnitude of the proposed reduction, we may have raised the assessment higher to offset the shortfall in our budget.

We respectfully submit that this request is unique. It stems directly from the close proximity of the new station to our municipal boundaries and the misalignment in timing between its opening and our budget process. Granting this modification would not set a precedent for future requests but instead would reflect the County's recognition of the extraordinary circumstances at hand.

By maintaining the \$300,000 commitment through the current year, the County would allow both governments the time necessary to review a complete set of data, ensure stability in our budget, and preserve the strong partnership that has long defined our relationship. Once reliable information is available, the City and the County can revisit this issue with greater clarity and a shared understanding of the facts.

We greatly value our continued partnership with Alachua County in providing critical public safety services, and we thank you for your thoughtful consideration of this request.

Respectfully,

Tristan Grunder, Mayor
On behalf of the High Springs City Commission



NEW BUSINESS

ITEM #7



Commission Agenda Item Request Form

MEETING DATE: SEPTEMBER 8, 2025

SUBJECT: DISCUSS, CONSIDER AND ACT ON LETTER TO WINN DIXIE CORPORATE IN FAVOR OF MAINTAINING THE WINN DIXIE INSTEAD OF ALDI.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: CITY COMMISSION

PREPARED BY: CITY CLERK

RECOMMENDED ACTION:

SUMMARY

THE COMMISSION ASKED FOR STAFF TO PREPARE A LETTER TO EXPRESS THEIR SUPPORT OF PRESERVING THE LOCAL WINN-DIXIE STORE, AND OPPOSING ANY PROPOSED CONVERSION OF THIS LOCATION TO AN ALDI.

ATTACHMENT: LETTER

REVIEWED BY CITY MANAGER:

September 9, 2025

Winn-Dixie Corporate Office

5050 Edgewood Court
Jacksonville, Florida 32254

SENT VIA US MAIL TO WINN-DIXIE CORPORATE OFFICE

Re: Preservation of the High Springs Winn-Dixie Location

To Whom It May Concern:

On behalf of the City Commission of High Springs, we write to express our strong support for preserving our local Winn-Dixie store, located at 20303 US 441, High Springs, Florida 32643, and to respectfully oppose any proposed conversion of this location to an Aldi.

The High Springs Winn-Dixie has served as a cornerstone of our community for many years. It is more than a grocery store—it is a trusted and familiar place where residents of all ages and backgrounds reliably shop for their families. The store provides not only a broad selection of groceries, fresh produce, and meats, but also essential services such as its pharmacy, which, unfortunately, has already been closed. These services are vital to our citizens, particularly seniors and residents with limited transportation options.

A conversion to Aldi raises significant concerns. While Aldi may serve certain markets well, its limited-service model does not meet the full-service needs of our growing population. High Springs is experiencing steady residential and commercial growth, and the community requires a grocery provider that offers variety, accessibility, and the personal service that Winn-Dixie has consistently provided.

Maintaining Winn-Dixie at this location also supports the local economy. It sustains employment for current staff, keeps consumer spending within our city, and continues a longstanding partnership between Winn-Dixie and the people of High Springs. The goodwill and loyalty that Winn-Dixie has built here should not be overlooked.

For these reasons, the High Springs City Commission respectfully requests that Winn-Dixie leadership refrain from converting the High Springs store to an Aldi and instead continue investing in this location's success as a Winn-Dixie.

Thank you for your time, attention, and consideration of the City of High Springs.

Respectfully,

Tristan Grunder
Mayor

Andrew Miller
Vice Mayor

Katherine Weitz
Commissioner

Wayne
Bloodsworth, Jr.
Commissioner

Chad Howell
Commissioner



NEW BUSINESS

ITEM #8



Commission Agenda Item Request Form

MEETING DATE: SEPTEMBER 8, 2025

SUBJECT: DISCUSS, CONSIDER AND ACT ON A RFQ FOR ENGINEERING SERVICES.

AGENDA SECTION: NEW BUSINESS

DEPARTMENT: CITY COMMISSION

PREPARED BY: CITY CLERK

RECOMMENDED ACTION:

SUMMARY

THE ATTORNEY'S OFFICE WOULD LIE FEEDBACK FROM THE COMMISSION REGARDING PUTTING AN RFQ FOR ENGINEERING SERVICES.

ATTACHMENT:RFQ

REVIEWED BY CITY MANAGER:

**REQUEST FOR QUALIFICATIONS
for
PROFESSIONAL ENGINEERING SERVICES
RFQ 25-XX**

The City of High Springs is seeking submittal of qualifications from engineering firms interested in providing professional services for the development, design, implementation, and overview of Public Works/Public Utilities projects and programs. The goal of this RFQ is to award a continuing contract to an engineering firm to provide professional services. This will be nonexclusive, continuing contracts for a period of five (5) years, with an option to cancel at the end of the 3rd and 4th years at the discretion of the City. Fees will be negotiated per the Consultants' Competitive Negotiation Act, Chapter 287.055 F.S., a Task Authorization will be assigned, and a Purchase Order will be issued for each work assignment under these continuing contracts.

Responses to this RFQ must be submitted in duplicate, with one (1) exact digital copy, by XX:XX X.m, XXXXXXXX, September XX, 2025, to:

XXXXXXXXXXXXXXXXXX
City of High Springs
23718 W. US HWY 27
High Springs, Florida 32643

All questions concerning the submittal of proposals must be submitted in writing to **XXXXX** at **XXXXXXXXXXXX** and shall be received **no later than XX:XX p.m., XXXXXXX, September XX, 2025**. No questions may be directed to any other party. All interpretations will be provided in the form of an addendum and will be published on the City's website.

1. **PROJECT SCOPE:** The objective of this RFQ is to award simultaneous continuing contracts for engineering and other professional services required to accomplish geotechnical, structural, stormwater, roadway, traffic, resiliency, water, wastewater, reclaimed water, landscape and park design, buildings and other Public Works/Public Utilities related projects within the City's service area. Services requirements may include:

- A. Engineering and other professional services relating to contractual construction and City executed construction projects.
 - 1) Preliminary and Final design, including all sub-consultant work, construction cost estimates, bidding, permits, and construction documents for implementing projects.
 - 2) Contract administration during the construction phase. Such services may include full-time or part-time inspection, shop drawing approvals, field surveys, as-built drawings, warranty inspections, or other services needed during or after construction.
- B. Professional services for the completion of preliminary and feasibility investigations, cost or rate studies, peer review, value engineering, economic comparisons,

regulatory permitting or report preparation, and capital improvement planning activities resulting in reports and technical documents.

C. Technical advisory services for the review of construction design plans, reports, and technical documents submitted to and prepared by the City. Detailed quantity surveys of material and labor for construction projects. Response to field and engineering questions and issues.

D. Grant writing and administration assistance for Public Works/Public Utilities projects.

E. Modeling, mapping, and GIS data conversion. Conversion of As-Built drawings into electronic format.

F. Presentations as applicable for City Commission meetings or Public Hearings.

G. Other Professional Engineering Services.

2. NON-EXCLUSIVE: Notwithstanding the continuing contracts resulting from this RFQ, the City reserves the right to follow its normal purchasing procedures at any time to procure the services identified herein from other consultants.

3. MINIMUM REQUIREMENTS OF CONSULTANT(S):

A. Registered engineering company in compliance with the requirements of Section 471.023, Florida Statutes.

B. A local office (Alachua County) in which the majority of work will be done is preferred.

C. Local staff with the capability of performing the required planning, design, analysis, estimating, permitting, development of technical and bid documents, and plan reviews of all phases of drainage, stormwater management, water, sewer, and roadway projects.

D. Demonstrated capability, past experience and expertise in professional design services in one or more of the following areas: geotechnical, structural, stormwater, roadway, traffic, resiliency, water, wastewater, reclaimed water, landscape & park design, buildings and other Public Works/Public Utilities related projects. Additional capabilities include construction engineering, plan review, and development of technical documents.

E. Firm must have a minimum of five (5) years local experience in their area(s) of expertise.

4. SCHEDULES:

A. **Assignment of Consultant(s):** It is the City's intention to assign requirements in a reasonable manner with the consultant(s) having the continuing contracts which result from this RFQ. Notwithstanding, the City reserves the right of sole discretion on assignment of each requirement/project, subject solely to the best interests of the City.

B. **Budgetary:** Consultant fees will be negotiated for each requirement via a scope of services from Public Works/Public Utilities and a written proposal from the assigned consultant.

C. **Time:** Consultants providing services for project design, reports, bids, and/or technical documents shall begin work within 14 days of issuance of the notice to proceed, unless otherwise approved by the City. An actual production schedule will be established during negotiation with the consultant.

5. CITY REPRESENTATIVES:

A. Designated Representative - City Manager

B. Project Manager - As designated for individual projects

C. Technical Contacts - As designated for individual projects

6. FEES: A maximum of 150% overhead and 10% profit will be allowed on direct labor. Alternatively, a Florida Department of Transportation audited overhead rate may be utilized in lieu of a 150% overhead rate. Subconsultant fees and other direct costs will be billed to the City at the direct cost to the Consultant.

7. CONSULTANT(S) WRITTEN RESPONSE REQUIREMENTS AND SELECTION PROCESS:

A. **SELECTION PROCESS:** Consultant selection shall be in accordance with this Request For Qualifications. The evaluation process shall determine qualifications, interest, and availability. City staff will review all written responses. This review will result in a ranked list of fully qualified respondents. If deemed necessary, *informal* interviews may be conducted with selected respondents based upon the evaluation of the written responses. The City reserves the right to reject any and all responses, waive informalities and technicalities, and make awards to the firm(s) whose response best serves the interest of the City. The City reserves the right to conduct investigations as it deems necessary to determine the ability of any respondent to perform the services requested.

B. **METHOD OF RANKING:** During the review of written responses, each criterion below will be ranked numerically. In addition, each criterion has been assigned a scaled value that weights the criterion's significance. The scaled value will be multiplied by the ranking of each criterion to quantify that criterion. The scaled value is denoted in brackets [] following each criterion's title. The sum of the scores derived from this multiplication process will be used as an aid in selecting the consultant(s).

C. **WRITTEN QUALIFICATIONS PACKAGE REQUIREMENT:** Respondents are to adhere to the requirements shown below. Failure to do so may result in rejection of response as non-responsive.

- Be concise. **Maximum number of response pages allowed is 40.**
- Provide adequate information on each criterion below.
- Provide the ranking criteria information below in the order shown.

D. **RANKING CRITERIA:**

- 1) **Past Record of Professional Accomplishments [20%]:** A list plus a brief description of completed public sector projects similar to City projects under consideration. Provide a reference list of public sector entities within the State of Florida (preferably within North Central Florida and/or the City of High Springs) for which similar services have been provided. Include the public entity's contact person, email address, and telephone numbers.
- 2) **Firm's Professional Qualifications and Project Team [20%]:** List Consultant team members, including detailed resumes. Give brief bullets on education, training and experience for project personnel. *Team members listed in the response must be available for work on City projects during the entire contract period.* In the event a team member leaves the employment of the consultant during the contract period, another team member with equal or better experience and qualifications must be submitted, subject to the approval of the City Manager.
- 3) **Staff Availability and Capability to Meet Deadlines [10%]:** Current and projected workload for the project team which indicates the availability of staff to complete assigned projects in a timely manner. The timeliness of completion of current or past projects for the City of High Springs will be included in this criterion, if applicable.
- 4) **Financial Responsibility and Insurance [10%]:** The form of business of the prime consultant, i.e., proprietorship, partnership, corporation; years in business; changes in ownership; bank reference; and any other information the applicant may wish to supply to verify financial responsibility. Include the most recent audit, bank reference or accounting summary, or other information that illustrates Financial Responsibility for the firm (signed by an outside third party), and current certificate of insurance. Financial information may be packaged in a separate sealed envelope if desired.
- 5) **Cost Estimating [10%]:** Provide evidence of the ability to accurately estimate the cost of construction projects. Consultant must be able to provide realistic estimates to be used in the City's budgeting process. Accuracy of project cost estimates provided for past or current City of High Springs projects may be included in this criterion, if applicable.

6) **Contract Administration [10%]:** The ability to observe and advise if projects are complying with plans and specifications. The experience of the firm and assigned personnel in observing and monitoring construction projects, including shop drawing review, construction administration, inspection, and other construction phase services.

7) **Proximity [20%]:** Location of the consultant's home office (corporate headquarters) and location of the local office where the project(s) will be produced. The members of the project teams should be **permanently assigned** to the project office. Routine and responsive face-to-face interaction will be important in servicing the City's needs in carrying out this continuing contract. In the event a team member is relocated, another team member with equal or better experience and qualifications shall be substituted. Team members shall not be transferred, relocated or reassigned while performing work on a specific City project without prior approval of the City Manager.

8. INDEMNIFICATION REQUIREMENTS: The Consultant shall indemnify and hold harmless the City and its officers and employees from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Consultant and other persons employed or utilized by the Consultant in the performance of the contract.

9. INSURANCE REQUIREMENTS: The consultant(s) shall procure and maintain during the term of the continuing contract, insurance of the types and in the minimum amounts stated below.

<u>Coverages</u>	<u>Schedule Minimums</u>
A. Workers' Compensation Florida <i>Statutory Coverage and Employer's Liability (including Appropriate Federal Acts)</i>	\$100,000 – each accident \$100,000 – each employee \$500,000 – policy limit for disease
B. Comprehensive General Liability	\$1,000,000 – bodily injury each occurrence \$1,000,000 – bodily injury aggregate \$1,000,000 – property damage each occurrence \$1,000,000 – property damage aggregate
C. Products – Completed Operations	\$1,000,000 – aggregate
D. Business Auto Liability <i>(All autos – owned, hired or used)</i>	Same as Comprehensive General Liability
E. Professional Liability	Same as Comprehensive General Liability

F. Excess or Umbrella Liability

Optional

Insurance shall be written by an insurer holding a current certificate of authority pursuant to Chapter 624, Florida Statutes. Prior to commencing any work on the continuing contract, certificates of insurance approved by the City, evidencing the maintenance of said insurance shall be furnished to the City's construction project manager. The certificates shall provide that no material alteration or cancellation, including expiration and non-renewal, shall be effective until thirty (30) days after receipt of written notice by the City. **All coverages, except Workers' Compensation and Professional Liability, shall name the City as "additional insured."**

Receipt of certificates or other documents of insurance or policies or copies of policies by the City, or by any of its representatives, which indicate less coverage than required will not constitute a waiver of the successful respondent(s)' obligation to fulfill the insurance requirements herein.

10. ANTI-COLLUSION REQUIREMENT: Under no circumstances shall any prospective respondent, or any person or persons acting for or on behalf of any said prospective respondent, seek to influence or gain the support of any member of the City Commission or the City Staff favorable to the interest of any prospective respondent or seek to influence or gain the support of any member of the City Commission or City Staff against the interest of any prospective respondent. Any such activities shall result in the exclusion of the prospective respondent from consideration by the City.

11. PUBLIC ENTITY CRIMES REQUIREMENT: A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid, proposal, or a response on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, and may not transact business with any public entity in excess of the threshold amount provided in SECTION 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

12. PUBLIC RECORDS PROVISIONS FOR ALL CONTRACTS AND AMENDMENTS: As of July 1, 2016, an act relating to public records; amending s.119.0701, F.S.; requiring a public agency contract for services to include a statement providing the contact information of the public agency's custodian of public records; prescribing the form of the statement; revising required provisions in a public agency contract for services regarding a contractor's compliance with public records laws.



NEW BUSINESS

ITEM #9



Commission Agenda Item Request Form

MEETING DATE: September 8, 2025

SUBJECT: Resolution 2025-O

AGENDA SECTION: New Business

DEPARTMENT: Planning

PREPARED BY: Kristyn Adkins, Planning Technician

RECOMMENDED ACTION: Approval

Resolution 2025-O is approving the agreement between the City and Kelly Turner D/B/A KCT Consulting for the Land Development Code Rewrite project.

REVIEWED BY CITY MANAGER:

RESOLUTION NO 2025 - O

CITY OF HIGH SPRINGS, FLORIDA

A RESOLUTION OF THE CITY OF HIGH SPRINGS, FLORIDA APPROVING THAT CERTAIN AGREEMENT BETWEEN THE CITY, AND KELLY TURNER D/B/A KCT CONSULTING SERVICES FOR SERVICES; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY APPROVING SAID AGREEMENT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of High Springs (“City”) has an interest in reviewing and amending the existing Land Development Code (“LDC”) in the City; and

WHEREAS, the City has a need for a LDC rewrite and sought submittals of quotes for same via RFQ 25-05; and

WHEREAS, the City has reviewed Kelly Turner d/b/a KCT Consulting Services’ (“ the Contractor”) proposal; and

WHEREAS, the Contractor represents it has the experience and expertise to perform the Services set forth in a Services Agreement in the form attached as an Exhibit hereto (the “Agreement”); and

WHEREAS, the Contractor has a desire to provide the services outlined in the Agreement; now therefore

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF HIGH SPRINGS, FLORIDA:

Section 1. Public or Community interest. Receiving the services on the terms set forth in the Agreement is in the public or community interest and for public welfare; and

Section 2. Approval. In furtherance thereof, the Agreement in the form of the Exhibit attached hereto should be and is approved by the City Commission of the City of High Springs; and

Section 3. Delegation of Duties. The Mayor of the City of High Springs is the officer of the City duly designated by the City’s Code of Ordinances to enforce such rules and regulations as are adopted by the City Commission of the City of High Springs; and

Section 4. Authorization. The Mayor of the City of High Springs is authorized to execute on behalf of and bind the City to the terms of the Agreement; and

Section 5. Execution. The Mayor of the City of High Springs, as appropriate and as circumstances require, is directed to execute on behalf of and bind the City to the terms of the Agreement; and

Section 6. Expiration of Authority. The designations made in this resolution shall remain in effect until modified or superseded by a subsequent resolution or ordinance.

Section 7. Conflicts. In the event of a conflict or conflicts between this Resolution and any other Resolution or Ordinance or provision of law, this Resolution controls to the extent of the conflict, as allowable under the law.

Section 8. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

Section 9. Effective date. This resolution shall become effective and enforceable upon final passage by the City Commission of the City of High Springs.

DULY ADOPTED in regular session, with a quorum present and voting, by the City Commission for the City of High Springs, Florida, this ____ day of September, 2025.

ATTEST:

Angela Stone, City Clerk

Tristan Grunder, Mayor

Approved as to form and legal sufficiency:

Danielle C. Adams, City Attorney or
Kiersten N. Ballou, City Attorney

SERVICES AGREEMENT

THIS SERVICES AGREEMENT ("Agreement") is made as of this ____ day of ~~May~~August, 2025 ("Effective Date"), by and between the City of High Springs, a Florida municipal corporation ("City"), whose principal place of business is located at 23718 W US Hwy 27, High Springs, Florida 32643 and Kelly Turner d/b/a KCT Consulting Services ("Contractor"), whose principal place of business is located at 9738 US Hwy 441, Ste 104, Leesburg, Florida 34788 (individually, each a "Party," and collectively, the "Parties").

WITNESSETH:

WHEREAS, the City requested proposals pursuant to RFP 2025-05 (the "Procurement Document") for a Land Development Code Rewrite for the City of High Springs; and

WHEREAS, based upon the City's assessment of Contractor's proposal, the City selected the Contractor to provide the Services defined herein; and

WHEREAS, Contractor represents it has the experience and expertise to perform the Services set forth in this Agreement.

NOW, THEREFORE, in consideration of the above recitals, the mutual covenants, agreements, terms and conditions herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the Parties agree as follows:

1. Definitions.

- a. "Agreement" means this Agreement, including all Exhibits, which are expressly incorporated herein by reference, and any amendments thereto.
- b. "City Confidential Information" means any City information deemed confidential and/or exempt from Section 119.07, Florida Statutes, and Section 24(a), Article 1 of the Florida Constitution, or other applicable law, and any other information designated in writing by the City as City Confidential Information.
- c. "Contractor Confidential Information" means any Contractor information designated as confidential and/or exempt by Florida's public records law, including information constituting a trade secret pursuant to Chapter 688, Florida Statutes, and is designated in this Agreement or in writing as a trade secret by Contractor (unless otherwise determined to be a public record by applicable Florida law). Notwithstanding the foregoing, Contractor Confidential Information does not include information: (1) becoming public other than as a result of a disclosure by the City in breach of the Agreement; (2) becoming available to the City on a non-confidential basis from a source other than Contractor, which is not prohibited from disclosing such information by obligation to Contractor; (3) known by the City prior to its receipt from Contractor without any obligation or confidentiality with respect thereto; or (4) is developed by the City independently of any disclosures made by Contractor.
- d. "Contractor Personnel" means all employees of Contractor, and all employees of subcontractors of Contractor, including, but not limited to temporary and/or leased employees, who are providing the Services at any time during the project term.

- e. "Services" means the work, duties and obligations to be carried out and performed safely by Contractor under this Agreement, as described throughout this Agreement and as specifically described in Exhibit A ("Statement of Work") attached hereto and incorporated herein by reference. As used in this Agreement, Services shall include any component task, subtask, service, or function inherent, necessary, or a customary part of the Services, but not specifically described in this Agreement, and shall include the provision of all standard day-to-day administrative, overhead, and internal expenses, including costs of bonds and insurance as required herein, labor, materials, equipment, safety equipment, products, office supplies, consumables, tools, postage, computer hardware/software, telephone charges, copier usage, fax charges, travel, lodging, and per diem and all other costs required to perform Services except as otherwise specifically provided in this Agreement.
2. **Conditions Precedent.** This Agreement, and the Parties' rights and obligations herein, are contingent upon and subject to the Contractor securing and/or providing the insurance coverage(s) required in Section 13, within ten (10) days of the Effective Date. No Services shall be performed by the Contractor and the City shall not incur any obligations of any type until Contractor satisfies these conditions. Unless waived in writing by the City, in the event the Contractor fails to satisfy the conditions precedent within the time required herein, the Agreement shall be deemed not to have been entered into and shall be null and void.
3. **Services.**
- a. **Services.** The City retains Contractor, and Contractor agrees to provide the Services. All Services shall be performed to the satisfaction of the City, and shall be subject to the provisions and terms contained herein and the Exhibits attached hereto.
 - b. **Services Requiring Prior Approval.** Contractor shall not commence work on any Services requiring prior written authorization in the Statement of Work without approval from Jeremy Marshall, City Manager.
 - c. **Additional Services.** From the Effective Date and for the duration of the project, the City may elect to have Contractor perform Services not specifically described in the Statement of Work attached hereto but are inextricably related to and inherently necessary for Contractor's complete provision of the Services ("Additional Services"), in which event Contractor shall perform such Additional Services for the compensation specified in the Statement of Work attached hereto. Contractor shall commence performing the applicable Additional Services promptly upon receipt of written approval as provided herein.
 - d. **De-scoping of Services.** The City reserves the right, in its sole discretion, to de-scope Services upon written notification to the Contractor by the City.
 - e. **Independent Contractor Status and Compliance with the Immigration Reform and Control Act.** Contractor is and shall remain an independent contractor and is neither agent, employee, partner, nor joint-venturer of City. Contractor acknowledges it is responsible for complying with the provisions of the Immigration Reform and Control Act of 1986 located at 8 U.S.C. 1324, et seq, and regulations relating thereto, as either

may be amended from time to time. Failure to comply with the above provisions shall be considered a material breach of the Agreement.

- f. **Non-Exclusive Services.** This is a non-exclusive Agreement. During the term of this Agreement, and any extensions thereof, the City reserves the right to contract with another provider for similar services as it determines necessary in its sole discretion.
- g. **Project Monitoring.** During the term of the Agreement, Contractor shall cooperate with the City, either directly or through its representatives, in monitoring Contractor's progress and performance of this Agreement.

4. **Term of Agreement.**

- a. **Initial Term.** The term of this Agreement shall commence on the Effective Date and shall remain in full force and effect for one (1) year, or until termination of the Agreement, whichever occurs first.
- b. **Term Extension.** The Parties may extend the term of this Agreement for one (1) additional six (6) month period pursuant to the same terms, conditions, and pricing set forth in the Agreement by mutually executing an amendment to this Agreement, as provided herein. Any extension hereunder shall not modify the not-to-exceed project cost of \$90,000.

5. **Compensation and Method of Payment.**

- a. **Services Fee.** As total compensation for the Services, the City shall pay the Contractor the sums as, provided in this Section 5 ("Services Fee"), pursuant to the terms and conditions as provided in this Agreement. It is acknowledged and agreed by Contractor this compensation constitutes a limitation upon City's obligation to compensate Contractor for such Services required by this Agreement, but does not constitute a limitation upon Contractor's obligation to perform all of the Services required by this Agreement. In no event will the Services Fee paid exceed the not-to-exceed sums set out in subsections 5.b. and 5.c., unless the Parties agree to increase this sum by written amendment as authorized in Section 21 of the Agreement.
- b. **Payment Details.** The City agrees to pay the Contractor for Services completed and accepted as provided in Section 15 herein if applicable, an amount not to exceed \$90,000 to be paid in twelve (12) equal monthly installments of \$7,500 upon submittal of an invoice as required herein. In the event the project extends beyond twelve months and the Land Development Code has not been formally adopted, the final (twelfth) payment may be withheld until LDC adoption by the City Commission. If the LDC is adopted in fewer than twelve months, the final invoice at the time of adoption may include all outstanding fees to ensure full compensation of the \$90,000 project total.
- c. **Travel Expenses.** The City shall not be obligated to pay or reimburse the Contractor for travel, lodging and per diem expenses incurred by Contractor in performing the Services. All costs for same will be included in the monthly fee paid by the City to the Contractor.
- d. **Taxes.** Contractor acknowledges the City is not subject to any state or federal sales, use, transportation and certain excise taxes.

- e. **Payments.** Contractor shall submit invoices for payments due as provided herein and authorized reimbursable expenses incurred with such documentation as required by City. Invoices shall be submitted to the designated person as set out in Section 18 herein.

For time and materials Services, all Contractor Personnel shall maintain logs of time worked, and each invoice shall state the date and number of hours worked for Services authorized to be billed on a time and materials basis. All payments shall be made in accordance with the requirements of Section 218.70 et seq., Florida Statutes, "The Local Government Prompt Payment Act." The City may dispute any payments invoiced by Contractor in accordance with Section 218.76, Florida Statutes.

6. Personnel.

- a. **Qualified Personnel.** Contractor agrees each person performing Services in connection with this Agreement shall have the qualifications and shall fulfill the requirements set forth in this Agreement. At least one current member of the Contractor's staff assigned to the project under this Agreement shall hold an American Institute of Certified Planners (AICP) certification at all times during the term of this Agreement.
- b. **Approval and Replacement of Personnel.** The City shall have the right to approve all Contractor Personnel assigned to provide the Services, which approval shall not be unreasonably withheld. Prior to commencing the Services, the Contractor shall provide at least ten (10) days written notice of the names and qualifications of the Contractor Personnel assigned to perform Services pursuant to the Agreement. Thereafter, during the term of this Agreement, the Contractor shall promptly and as required by the City provide written notice of the names and qualifications of any additional Contractor Personnel assigned to perform Services. The City, on a reasonable basis, shall have the right to require the removal and replacement of any of the Contractor Personnel performing Services, at any time during the term of the Agreement. The City will notify Contractor in writing in the event the City requires such action. Contractor shall accomplish any such removal within forty-eight (48) hours after receipt of notice from the City and shall promptly replace such person with another person, acceptable to the City, with sufficient knowledge and expertise to perform the Services assigned to such individual in accordance with this Agreement. In situations where individual Contractor Personnel are prohibited by applicable law from providing Services, removal and replacement of such Contractor Personnel shall be immediate and not subject to such forty-eight (48) hour replacement timeframe and the provisions of Section 7.a.i shall apply if minimum required staffing is not maintained.

7. Termination.

- a. **Contractor Default -- Provisions and Remedies of City.**
 - i. **Events of Default.** Any of the following shall constitute a "Contractor Event of Default" hereunder: (1) Contractor fails to maintain the staffing necessary to perform the Services as required in the Agreement, fails to perform the Services as specified in the Agreement, or fails to complete the Services within the completion dates as specified in the Agreement; (2) Contractor breaches Section 9 (Confidential

Information); (3) Contractor fails to gain acceptance of a deliverable per Section 15, if applicable, for two (2) consecutive iterations; or (4) Contractor fails to perform or observe any of the other material provisions of this Agreement.

ii. **Cure Provisions.** Upon the occurrence of a Contractor Event of Default as set out above, the City shall provide written notice of such Contractor Event of Default to Contractor ("Notice to Cure"), and Contractor shall have thirty (30) calendar days after the date of a Notice to Cure to correct, cure, and/or remedy the Contractor Event of Default described in the written notice.

iii. **Termination for Cause by the City.** In the event Contractor fails to cure a Contractor Event of Default as authorized herein, or upon the occurrence of a Contractor Event of Default as specified in Section 7.a.i.(3), the City may terminate this Agreement in whole or in part, effective upon receipt by Contractor of written notice of termination pursuant to this provision, and may pursue such remedies at law or in equity as may be available to the City.

b. **City Default -- Provisions and Remedies of Contractor.**

i. **Events of Default.** Any of the following shall constitute a "City Event of Default" hereunder: (1) the City fails to make timely undisputed payments as described in this Agreement; (2) the City breaches Section 9 (Confidential Information); or (3) the City fails to perform any of the other material provisions of this Agreement.

ii. **Cure Provisions.** Upon the occurrence of a City Event of Default as set out above, Contractor shall provide written notice of such City Event of Default to the City ("Notice to Cure"), and the City shall have thirty (30) calendar days after the date of a Notice to Cure to correct, cure, and/or remedy the City Event of Default described in the written notice.

iii. **Termination for Cause by Contractor.** In the event the City fails to cure a City Event of Default as authorized herein, Contractor may terminate this Agreement in whole or in part effective on receipt by the City of written notice of termination pursuant to this provision, and may pursue such remedies at law or in equity as may be available to the Contractor.

c. **Termination for Convenience.** Notwithstanding any other provision herein, the City may terminate this Agreement, without cause, by giving thirty (30) days advance written notice to the Contractor of its election to terminate this Agreement pursuant to this provision.

8. **Time is of the Essence.** Time is of the essence with respect to all provisions of this Agreement specifying a time for performance, including the Services as described in Exhibits attached hereto; provided, however, the foregoing shall not be construed to limit a Party's cure period allowed in the Agreement.

9. **Confidential Information and Public Records.**

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- a. **City Confidential Information.** Contractor shall not disclose to any third party any City Confidential Information Contractor, through its Contractor Personnel, has access to or has received from the City pursuant to its performance of Services pursuant to the Agreement, unless approved in writing by the City Contract Manager. All such City Confidential Information will be held in trust and confidence from the date of disclosure by the City, and discussions involving such City Confidential Information shall be limited to Contractor Personnel as is necessary to complete the Services.
- b. **Contractor Confidential Information.** All Contractor Confidential Information received by the City from Contractor will be held in trust and confidence from the date of disclosure by Contractor and discussions involving such Contractor Confidential Information shall be limited to the members of the City's staff and the City's subcontractors who require such information in the performance of this Agreement. The City acknowledges and agrees to respect the copyrights, registrations, trade secrets and other proprietary rights of Contractor in the Contractor Confidential Information during and after the term of the Agreement and shall at all times maintain the confidentiality of the Contractor Confidential Information provided to the City, subject to federal law and the laws of the State of Florida related to public records disclosure. Contractor shall be solely responsible for taking any and all action it deems necessary to protect its Contractor Confidential Information except as provided herein. Contractor acknowledges the City is subject to public records legislation, including but not limited to Chapter 119, Florida Statutes, and the Florida Rules of Judicial Administration, and any of the City's obligations under this Section may be superseded by its obligations under any requirements of said laws.
- c. **Public Records.** Contractor shall generally comply with Florida's public records laws, and specifically Contractor shall:
- i. Keep and maintain public records required by the City to perform and/or provide the service or services contracted for herein.
 - ii. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
 - iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if Contractor does not transfer the records to the City.
 - iv. Upon completion of this Agreement, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Agreement, the Contractor shall meet all applicable requirements for retaining

public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

If the Contractor has questions regarding the application of Chapter 119, Florida Statutes, to the Contractor's duty to provide public records relating to this contract, contact Angela Stone, City Clerk, City of High Springs custodian of public records at 386-454-1416, astone@highsprings.gov, 23718 W US HWY 27, High Springs, Florida 32643.

10. **Audit.** Contractor shall retain all records relating to this Agreement for a period of at least three (3) years after final payment is made. All records shall be kept in such a way as will permit their inspection pursuant to Chapter 119, Florida Statutes. In addition, City reserves the right to examine and/or audit such records.
11. **Compliance with Laws.** Contractor shall comply with all applicable federal, state, City and local laws, ordinances, rules and regulations in the performance of its obligations under this Agreement, including the procurement of permits and certificates where required, and including but not limited to laws related to Workers Compensation, Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, Minority Business Enterprise (MBE), occupational safety and health and the environment, equal employment opportunity, privacy of medical records and information, as applicable. Failure to comply with any of the above provisions shall be considered a material breach of the Agreement.
12. **Public Entities Crimes.** Contractor is directed to the Florida Public Entities Crime Act, Section 287.133, Florida Statutes, as well as Florida Statute 287.135 regarding Scrutinized Companies, and represents to City that Contractor is qualified to transact business with public entities in Florida, and to enter into and fully perform this Agreement subject to the provisions state therein. Failure to comply with any of the above provisions shall be considered a material breach of the Agreement.
13. **Liability and Insurance.**
 - a. **Insurance.** Contractor shall comply with the insurance requirements set out in Exhibit B, attached hereto and incorporated herein by reference.
 - b. **Indemnification.** Contractor agrees to indemnify, pay the cost of defense, including attorney's fees, and hold harmless the City, its officers, employees and agents from all damages, suits, actions or claims, including reasonable attorney's fees incurred by the City, of any character brought on account of any injuries or damages received or sustained by any person, persons, or property, or in any way relating to or arising from the Agreement; or on account of any act or omission, neglect or misconduct of Contractor; or by, or on account of, any claim or amounts recovered under the Workers' Compensation Law or of any other laws, regulations, ordinance, order or decree; or arising from or by reason of any actual or claimed trademark, patent or copyright

infringement or litigation based thereon; except only such injury or damage as shall have been occasioned by the sole negligence of the City.

- c. **Liability.** Neither the City nor Contractor shall make any express or implied agreements, guaranties or representations, or incur any debt, in the name of or on behalf of the other Party. Neither the City nor Contractor shall be obligated by or have any liability under any agreements or representations made by the other not expressly authorized hereunder. The City shall have no liability or obligation for any damages to any person or property directly or indirectly arising out of the operation by Contractor of its business, whether caused by Contractor's negligence or willful action or failure to act.
 - d. **Contractor's Taxes.** The City will have no liability for any sales, service, value added, use, excise, gross receipts, property, workers' compensation, unemployment compensation, withholding or other taxes, whether levied upon Contractor or Contractor's assets, or upon the City in connection with Services performed or business conducted by Contractor. Payment of all such taxes and liabilities shall be the responsibility of Contractor.
14. **City's Funding.** The Agreement is not a general obligation of the City. It is understood neither this Agreement nor any representation by any City employee or officer creates any obligation to appropriate or make monies available for the purpose of the Agreement beyond the fiscal year in which this Agreement is executed. No liability shall be incurred by the City, or any department, beyond the monies budgeted and available for this purpose. If funds are not appropriated by the City for any or all of this Agreement, the City shall not be obligated to pay any sums provided pursuant to this Agreement beyond the portion for which funds are appropriated. The City agrees to promptly notify Contractor in writing of such failure of appropriation, and upon receipt of such notice, this Agreement, and all rights and obligations contained herein, shall terminate without liability or penalty to the City.
15. **Acceptance of Services.** For all Services deliverables requiring City acceptance as provided in the Statement of Work, the City, through the City Commission or its designee, will have ten (10) calendar days to review the deliverable(s) after receipt or completion of same by Contractor, and either accept or reject the deliverable(s) by written notice to Contractor. If a deliverable is rejected, the written notice from the City will specify any required changes, deficiencies, and/or additions necessary. Contractor shall then have seven (7) calendar days to revise the deliverable(s) to resubmit and/or complete the deliverable(s) for review and approval by the City, who will then have seven (7) calendar days to review and approve, or reject the deliverable(s); provided however, Contractor shall not be responsible for any delays in the overall project schedule resulting from the City's failure to timely approve or reject deliverable(s) as provided herein. Upon final acceptance of the deliverable(s), the City will accept the deliverable(s) in writing.
16. **Subcontracting/Assignment.**
- a. **Subcontracting.** Contractor is fully responsible for completion of the Services required by this Agreement and for completion of all subcontractor work, if authorized as provided herein. Contractor shall not subcontract any work under this Agreement to any

subcontractor other than the subcontractors specified in the proposal and previously approved by the City, without the prior written consent of the City, which shall be determined by the City in its sole discretion.

- b. **Assignment.** This Agreement, and any rights or obligations hereunder, shall not be assigned, transferred or delegated to any other person or entity. Any purported assignment in violation of this section shall be null and void.
- c. **Survival.** The following provisions shall survive the expiration or termination of the Term of this Agreement: 7, 9, 10, 13 20, 24, and any other which by their nature would survive termination.

17. **Notices.** All notices, authorizations, and requests in connection with this Agreement shall be deemed given on the day they are: (1) deposited in the U.S. mail, postage prepaid, certified or registered, return receipt requested; or (2) sent by air express courier (e.g., Federal Express, Airborne, etc.), charges prepaid, return receipt requested; or (3) sent via email and addressed as set forth below, which designated person(s) may be amended by either Party by giving written notice to the other Party:

To the Contractor: KCT Consulting Services
Attn: Kelly Turner
~~9738 US Hwy 441, STE 104~~
~~Leesburg, FL 34788~~ PO Box 294
Fruitland Park, FL 34731

To the City: City of High Springs
Attn: City Manager
23718 W US HWY 27
High Springs, FL 32643

With a copy to:

Folds Walker, LLC
527 E. University Avenue
Gainesville, FL 32601

18. **Conflict of Interest.**

- a. The Contractor represents it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of the Services required hereunder, and no person having any such interest shall be employed by Contractor during the agreement term and any extensions.
- b. The Contractor shall promptly notify the City in writing of any business association, interest, or other circumstance which constitutes a conflict of interest as provided herein. If the Contractor is in doubt as to whether a prospective business association, interest, or other circumstance constitutes a conflict of interest, the Contract may identify the

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prospective business association, interest or circumstance, the nature of work the Contractor may undertake and request an opinion as to whether the business association, interest or circumstance constitutes a conflict of interest if entered into by the Contractor. The City agrees to notify the Contractor of its opinion within (10) calendar days of receipt of notification by the Contractor, which shall be binding on the Contractor.

19. **Right to Ownership.** All work created, originated and/or prepared by Contractor in performing Services pursuant to the Agreement to the extent such work, documentation, materials or information are described in or required by the Services (collectively, the "Work Product") shall be City's property when completed and accepted, if acceptance is required in this Agreement, and the City has made payment of the sums due therefore. The ideas, concepts, know-how or techniques developed during the course of this Agreement by the Contractor or jointly by Contractor and the City may be used by the City without obligation of notice or accounting to the Contractor. Any data, information or other materials furnished by the City for use by Contractor under this Agreement shall remain the sole property of the City.
20. **E-Verify.** As a condition precedent to entering into this Agreement, and in compliance with Section 448.095, Fla. Stat., Contractor and its subcontractors shall, register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021.
 - a. Contractor shall require each of its subcontractors to provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Agreement.
 - b. The City, Contractor, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.
 - c. The City, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but Contractor otherwise complied, shall promptly notify Contractor and Contractor shall immediately terminate the contract with the subcontractor.
 - d. A contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. Contractor acknowledges that upon termination of this Agreement by the City for a violation of this section by Contractor, Contractor may not be awarded a public contract for at least one (1) year. Contractor further acknowledges that Contractor is liable for any additional costs incurred by the City as a result of termination of any contract for a violation of this section.
 - e. Contractor or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower tier subcontracts. Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this section.

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21. **Human Trafficking Affidavit.** In compliance with Section 787.06(13), Florida Statutes, the Contractor agrees to and shall execute the Human Trafficking Affidavit attached hereto as Exhibit C. Contractor further represents and affirms that the Contractor does not use coercion for labor or services, as those terms are defined in Section 787.06, Florida Statutes, as may be amended from time to time. Contractor further agrees that in the event that at any time in the future, the Contractor does use coercion for labor or services, Contractor will immediately notify the City and no contracts may be executed, renewed, or extended between the parties.
22. **Amendment.** This Agreement may be amended by mutual written agreement of the Parties hereto.
23. **Severability.** The terms and conditions of this Agreement shall be deemed to be severable. Consequently, if any clause, term, or condition hereof shall be held to be illegal or void, such determination shall not affect the validity or legality of the remaining terms and conditions, and notwithstanding any such determination, this Agreement shall continue in full force and effect unless the particular clause, term, or condition held to be illegal or void renders the balance of the Agreement impossible to perform.
24. **Applicable Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida (without regard to principles of conflicts of laws). The Parties agree all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the state or federal (if permitted by law and a Party elects to file an action in federal court) courts located in or for Alachua County, Florida. This choice of venue is intended by the Parties to be mandatory and not permissive in nature, and to preclude the possibility of litigation between the Parties with respect to, or arising out of, this Agreement in any jurisdiction other than the jurisdiction specified in this section. Each Party waives any right it may have to assert the doctrine of forum non conveniens or similar doctrine or to object to venue with respect to any proceeding brought in accordance with this section.
25. **Costs of Legal Actions and Attorneys' Fees.** Except as otherwise set forth in this Agreement, including in any exhibits or addenda hereto, in any legal action between the parties hereto arising from this Agreement, an award for costs of litigation, including, but not limited to court costs and reasonable attorney fees, shall be made against the non-prevailing party to the prevailing party in such legal action, and such award shall include those fees incurred as a result of an appeal.
26. **Waiver.** No waiver by either Party of any breach or violation of any covenant, term, condition, or provision of this Agreement or of the provisions of any ordinance or law, shall be construed to waive any other term, covenant, condition, provisions, ordinance or law, or of any subsequent breach or violation of the same.
27. **Due Authority.** Each Party to this Agreement represents and warrants: (1) it has the full right and authority and has obtained all necessary approvals to enter into this Agreement; (2) each person executing this Agreement on behalf of the Party is authorized to do so; (3) this Agreement constitutes a valid and legally binding obligation of the Party, enforceable in accordance with its terms.

28. **No Third-Party Beneficiary.** The Parties hereto acknowledge and agree there are no third-party beneficiaries to this Agreement. Persons or entities not a party to this Agreement may not claim any benefit from this Agreement or as third-party beneficiaries hereto.

29. **Entire Agreement.** This Agreement constitutes the entire Agreement between the Parties and supersedes all prior negotiations, representations or agreements either oral or written.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first written.

KCT Consulting Services

BY THE MAYOR OF THE CITY OF
~~ARCHER~~HIGH SPRINGS, FLORIDA

By Kelly C. Turner, President

Tristan Grunder, Mayor

ATTEST, BY THE CLERK OF THE CITY
COMMISSION OF THE CITY OF HIGH
SPRINGS, FLORIDA:

Angela Stone, City Clerk

APPROVED AS TO FORM AND
LEGALITY:

Danielle C. Adams, City Attorney

EXHIBIT A
STATEMENT OF WORK

The Scope of Work to be performed consists of, but is not limited to, the following:

- A. Review and analyze the existing LDC, including zoning and development standards.
- B. Identify areas of inconsistency, ambiguity, outdated provisions, and unnecessary regulations.
- C. Assess the effectiveness of current regulations in achieving planning goals.
- D. Develop a comprehensive and modernized LDC that incorporates best practices in planning and zoning.
- E. Revise zoning districts and regulations to promote sustainable growth, housing diversity, and environmental stewardship.
- F. Incorporate flexibility to accommodate a variety of land uses while balancing the community's aesthetic and functional needs.
- G. Public engagement coordination and/or consultation
- H. Final edits and adoption support

EXHIBIT B
INSURANCE REQUIREMENTS

Contractor shall, at its sole cost and expense, procure and maintain in full force and effect during the term of this Agreement the following insurance coverages:

1. **Professional Liability (Errors and Omissions).** Coverage with limits of not less than One Million Dollars (\$1,000,000) per claim and in the aggregate, covering claims arising out of any negligent act, error, or omission in the performance of professional services under this Agreement.
2. **Commercial General Liability.** Coverage with limits of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate, including coverage for bodily injury, property damage, personal injury, and contractual liability. Such policy shall name the City, its officials, officers, and employees as additional insureds.

Contractor shall provide the City with certificates of insurance evidencing the required coverages upon execution of this Agreement and upon renewal thereafter, and shall provide thirty (30) days' prior written notice to the City of any cancellation, material change, or non-renewal of such coverage.

Nothing herein shall be construed as a waiver of the City's sovereign immunity or the limits set forth in section 768.28, Florida Statutes, and the City does not represent that the insurance requirements specified herein are sufficient to protect the Consultant from losses or liabilities.

EXHIBIT C
HUMAN TRAFFICKING AFFIDAVIT

In compliance with Section 787.06(13), Florida Statutes, this affidavit must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with the City of High Springs (the "Governmental Entity").

The undersigned, on behalf of the entity listed below (the "Nongovernmental Entity"), hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth herein.
2. I am an officer or representative of KCT Consulting Services, a non-governmental entity and I am authorized to provide this affidavit on behalf of Nongovernmental Entity)
3. Nongovernmental Entity, and any of its subsidiaries or affiliates, do not use coercion for labor or services, as those terms are defined in Section 787.06, Florida Statutes, as may be amended from time to time.
4. If, at any time in the future, Nongovernmental Entity does use coercion for labor or services, Nongovernmental Entity will immediately notify Governmental Entity and no contracts may be executed, renewed, or extended between the parties.
5. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by Governmental Entity.

Company: KCT Consulting Services

Authorized Signature: _____ **Date:** _____

Printed Name: Kelly Turner Title: President

STATE OF _____ COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20____, by

_____, as _____ on behalf of the company/corporation. They ☐ are personally known to me or ☐ have produced _____ as identification.

(Affix Notary Stamp or Seal)

Notary Public Signature
Print, Type or Stamp Name of Notary: _____
My commission expires: _____

SERVICES AGREEMENT

THIS SERVICES AGREEMENT ("Agreement") is made as of this ____ day of August, 2025 ("Effective Date"), by and between the City of High Springs, a Florida municipal corporation ("City"), whose principal place of business is located at 23718 W US Hwy 27, High Springs, Florida 32643 and Kelly Turner d/b/a KCT Consulting Services ("Contractor"), whose principal place of business is located at 9738 US Hwy 441, Ste 104, Leesburg, Florida 34788 (individually, each a "Party," and collectively, the "Parties").

WITNESSETH:

WHEREAS, the City requested proposals pursuant to RFP 2025-05 (the "Procurement Document") for a Land Development Code Rewrite for the City of High Springs; and

WHEREAS, based upon the City's assessment of Contractor's proposal, the City selected the Contractor to provide the Services defined herein; and

WHEREAS, Contractor represents it has the experience and expertise to perform the Services set forth in this Agreement.

NOW, THEREFORE, in consideration of the above recitals, the mutual covenants, agreements, terms and conditions herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the Parties agree as follows:

1. Definitions.

- a. "Agreement" means this Agreement, including all Exhibits, which are expressly incorporated herein by reference, and any amendments thereto.
- b. "City Confidential Information" means any City information deemed confidential and/or exempt from Section 119.07, Florida Statutes, and Section 24(a), Article 1 of the Florida Constitution, or other applicable law, and any other information designated in writing by the City as City Confidential Information.
- c. "Contractor Confidential Information" means any Contractor information designated as confidential and/or exempt by Florida's public records law, including information constituting a trade secret pursuant to Chapter 688, Florida Statutes, and is designated in this Agreement or in writing as a trade secret by Contractor (unless otherwise determined to be a public record by applicable Florida law). Notwithstanding the foregoing, Contractor Confidential Information does not include information: (1) becoming public other than as a result of a disclosure by the City in breach of the Agreement; (2) becoming available to the City on a non-confidential basis from a source other than Contractor, which is not prohibited from disclosing such information by obligation to Contractor; (3) known by the City prior to its receipt from Contractor without any obligation or confidentiality with respect thereto; or (4) is developed by the City independently of any disclosures made by Contractor.
- d. "Contractor Personnel" means all employees of Contractor, and all employees of subcontractors of Contractor, including, but not limited to temporary and/or leased employees, who are providing the Services at any time during the project term.

- e. "Services" means the work, duties and obligations to be carried out and performed safely by Contractor under this Agreement, as described throughout this Agreement and as specifically described in Exhibit A ("Statement of Work") attached hereto and incorporated herein by reference. As used in this Agreement, Services shall include any component task, subtask, service, or function inherent, necessary, or a customary part of the Services, but not specifically described in this Agreement, and shall include the provision of all standard day-to-day administrative, overhead, and internal expenses, including costs of bonds and insurance as required herein, labor, materials, equipment, safety equipment, products, office supplies, consumables, tools, postage, computer hardware/software, telephone charges, copier usage, fax charges, travel, lodging, and per diem and all other costs required to perform Services except as otherwise specifically provided in this Agreement.
2. **Conditions Precedent.** This Agreement, and the Parties' rights and obligations herein, are contingent upon and subject to the Contractor securing and/or providing the insurance coverage(s) required in Section 13, within ten (10) days of the Effective Date. No Services shall be performed by the Contractor and the City shall not incur any obligations of any type until Contractor satisfies these conditions. Unless waived in writing by the City, in the event the Contractor fails to satisfy the conditions precedent within the time required herein, the Agreement shall be deemed not to have been entered into and shall be null and void.
3. **Services.**
- a. **Services.** The City retains Contractor, and Contractor agrees to provide the Services. All Services shall be performed to the satisfaction of the City, and shall be subject to the provisions and terms contained herein and the Exhibits attached hereto.
 - b. **Services Requiring Prior Approval.** Contractor shall not commence work on any Services requiring prior written authorization in the Statement of Work without approval from Jeremy Marshall, City Manager.
 - c. **Additional Services.** From the Effective Date and for the duration of the project, the City may elect to have Contractor perform Services not specifically described in the Statement of Work attached hereto but are inextricably related to and inherently necessary for Contractor's complete provision of the Services ("Additional Services"), in which event Contractor shall perform such Additional Services for the compensation specified in the Statement of Work attached hereto. Contractor shall commence performing the applicable Additional Services promptly upon receipt of written approval as provided herein.
 - d. **De-scoping of Services.** The City reserves the right, in its sole discretion, to de-scope Services upon written notification to the Contractor by the City.
 - e. **Independent Contractor Status and Compliance with the Immigration Reform and Control Act.** Contractor is and shall remain an independent contractor and is neither agent, employee, partner, nor joint-venturer of City. Contractor acknowledges it is responsible for complying with the provisions of the Immigration Reform and Control Act of 1986 located at 8 U.S.C. 1324, et seq, and regulations relating thereto, as either

may be amended from time to time. Failure to comply with the above provisions shall be considered a material breach of the Agreement.

- f. **Non-Exclusive Services.** This is a non-exclusive Agreement. During the term of this Agreement, and any extensions thereof, the City reserves the right to contract with another provider for similar services as it determines necessary in its sole discretion.
- g. **Project Monitoring.** During the term of the Agreement, Contractor shall cooperate with the City, either directly or through its representatives, in monitoring Contractor's progress and performance of this Agreement.

4. **Term of Agreement.**

- a. **Initial Term.** The term of this Agreement shall commence on the Effective Date and shall remain in full force and effect for one (1) year, or until termination of the Agreement, whichever occurs first.
- b. **Term Extension.** The Parties may extend the term of this Agreement for one (1) additional six (6) month period pursuant to the same terms, conditions, and pricing set forth in the Agreement by mutually executing an amendment to this Agreement, as provided herein. Any extension hereunder shall not modify the not-to-exceed project cost of \$90,000.

5. **Compensation and Method of Payment.**

- a. **Services Fee.** As total compensation for the Services, the City shall pay the Contractor the sums as, provided in this Section 5 ("Services Fee"), pursuant to the terms and conditions as provided in this Agreement. It is acknowledged and agreed by Contractor this compensation constitutes a limitation upon City's obligation to compensate Contractor for such Services required by this Agreement, but does not constitute a limitation upon Contractor's obligation to perform all of the Services required by this Agreement. In no event will the Services Fee paid exceed the not-to-exceed sums set out in subsections 5.b, and 5.c., unless the Parties agree to increase this sum by written amendment as authorized in Section 21 of the Agreement.
- b. **Payment Details.** The City agrees to pay the Contractor for Services completed and accepted as provided in Section 15 herein if applicable, an amount not to exceed \$90,000 to be paid in twelve (12) equal monthly installments of \$7,500 upon submittal of an invoice as required herein. In the event the project extends beyond twelve months and the Land Development Code has not been formally adopted, the final (twelfth) payment may be withheld until LDC adoption by the City Commission. If the LDC is adopted in fewer than twelve months, the final invoice at the time of adoption may include all outstanding fees to ensure full compensation of the \$90,000 project total.
- c. **Travel Expenses.** The City shall not be obligated to pay or reimburse the Contractor for travel, lodging and per diem expenses incurred by Contractor in performing the Services. All costs for same will be included in the monthly fee paid by the City to the Contractor.

- d. **Taxes.** Contractor acknowledges the City is not subject to any state or federal sales, use, transportation and certain excise taxes.
- e. **Payments.** Contractor shall submit invoices for payments due as provided herein and authorized reimbursable expenses incurred with such documentation as required by City. Invoices shall be submitted to the designated person as set out in Section 18 herein.

For time and materials Services, all Contractor Personnel shall maintain logs of time worked, and each invoice shall state the date and number of hours worked for Services authorized to be billed on a time and materials basis. All payments shall be made in accordance with the requirements of Section 218.70 et seq., Florida Statutes, "The Local Government Prompt Payment Act." The City may dispute any payments invoiced by Contractor in accordance with Section 218.76, Florida Statutes.

6. Personnel.

- a. **Qualified Personnel.** Contractor agrees each person performing Services in connection with this Agreement shall have the qualifications and shall fulfill the requirements set forth in this Agreement. At least one current member of the Contractor's staff assigned to the project under this Agreement shall hold an American Institute of Certified Planners (AICP) certification at all times during the term of this Agreement.
- b. **Approval and Replacement of Personnel.** The City shall have the right to approve all Contractor Personnel assigned to provide the Services, which approval shall not be unreasonably withheld. Prior to commencing the Services, the Contractor shall provide at least ten (10) days written notice of the names and qualifications of the Contractor Personnel assigned to perform Services pursuant to the Agreement. Thereafter, during the term of this Agreement, the Contractor shall promptly and as required by the City provide written notice of the names and qualifications of any additional Contractor Personnel assigned to perform Services. The City, on a reasonable basis, shall have the right to require the removal and replacement of any of the Contractor Personnel performing Services, at any time during the term of the Agreement. The City will notify Contractor in writing in the event the City requires such action. Contractor shall accomplish any such removal within forty-eight (48) hours after receipt of notice from the City and shall promptly replace such person with another person, acceptable to the City, with sufficient knowledge and expertise to perform the Services assigned to such individual in accordance with this Agreement. In situations where individual Contractor Personnel are prohibited by applicable law from providing Services, removal and replacement of such Contractor Personnel shall be immediate and not subject to such forty-eight (48) hour replacement timeframe and the provisions of Section 7.a.i shall apply if minimum required staffing is not maintained.

7. Termination.

- a. **Contractor Default -- Provisions and Remedies of City.**
 - i. **Events of Default.** Any of the following shall constitute a "Contractor Event of Default" hereunder: (1) Contractor fails to maintain the staffing necessary to

- perform the Services as required in the Agreement, fails to perform the Services as specified in the Agreement, or fails to complete the Services within the completion dates as specified in the Agreement; (2) Contractor breaches Section 9 (Confidential Information); (3) Contractor fails to gain acceptance of a deliverable per Section 15, if applicable, for two (2) consecutive iterations; or (4) Contractor fails to perform or observe any of the other material provisions of this Agreement.
- ii. **Cure Provisions.** Upon the occurrence of a Contractor Event of Default as set out above, the City shall provide written notice of such Contractor Event of Default to Contractor ("Notice to Cure"), and Contractor shall have thirty (30) calendar days after the date of a Notice to Cure to correct, cure, and/or remedy the Contractor Event of Default described in the written notice.
 - iii. **Termination for Cause by the City.** In the event Contractor fails to cure a Contractor Event of Default as authorized herein, or upon the occurrence of a Contractor Event of Default as specified in Section 7.a.i.(3), the City may terminate this Agreement in whole or in part, effective upon receipt by Contractor of written notice of termination pursuant to this provision, and may pursue such remedies at law or in equity as may be available to the City.
- b. **City Default – Provisions and Remedies of Contractor.**
- i. **Events of Default.** Any of the following shall constitute a "City Event of Default" hereunder: (1) the City fails to make timely undisputed payments as described in this Agreement; (2) the City breaches Section 9 (Confidential Information); or (3) the City fails to perform any of the other material provisions of this Agreement.
 - ii. **Cure Provisions.** Upon the occurrence of a City Event of Default as set out above, Contractor shall provide written notice of such City Event of Default to the City ("Notice to Cure"), and the City shall have thirty (30) calendar days after the date of a Notice to Cure to correct, cure, and/or remedy the City Event of Default described in the written notice.
 - iii. **Termination for Cause by Contractor.** In the event the City fails to cure a City Event of Default as authorized herein, Contractor may terminate this Agreement in whole or in part effective on receipt by the City of written notice of termination pursuant to this provision, and may pursue such remedies at law or in equity as may be available to the Contractor.
- c. **Termination for Convenience.** Notwithstanding any other provision herein, the City may terminate this Agreement, without cause, by giving thirty (30) days advance written notice to the Contractor of its election to terminate this Agreement pursuant to this provision.
8. **Time is of the Essence.** Time is of the essence with respect to all provisions of this Agreement specifying a time for performance, including the Services as described in Exhibits attached hereto; provided, however, the foregoing shall not be construed to limit a Party's cure period allowed in the Agreement.

9. Confidential Information and Public Records.

- a. **City Confidential Information.** Contractor shall not disclose to any third party any City Confidential Information Contractor, through its Contractor Personnel, has access to or has received from the City pursuant to its performance of Services pursuant to the Agreement, unless approved in writing by the City Contract Manager. All such City Confidential Information will be held in trust and confidence from the date of disclosure by the City, and discussions involving such City Confidential Information shall be limited to Contractor Personnel as is necessary to complete the Services.
- b. **Contractor Confidential Information.** All Contractor Confidential Information received by the City from Contractor will be held in trust and confidence from the date of disclosure by Contractor and discussions involving such Contractor Confidential Information shall be limited to the members of the City's staff and the City's subcontractors who require such information in the performance of this Agreement. The City acknowledges and agrees to respect the copyrights, registrations, trade secrets and other proprietary rights of Contractor in the Contractor Confidential Information during and after the term of the Agreement and shall at all times maintain the confidentiality of the Contractor Confidential Information provided to the City, subject to federal law and the laws of the State of Florida related to public records disclosure. Contractor shall be solely responsible for taking any and all action it deems necessary to protect its Contractor Confidential Information except as provided herein. Contractor acknowledges the City is subject to public records legislation, including but not limited to Chapter 119, Florida Statutes, and the Florida Rules of Judicial Administration, and any of the City's obligations under this Section may be superseded by its obligations under any requirements of said laws.
- c. **Public Records.** Contractor shall generally comply with Florida's public records laws, and specifically Contractor shall:
 - i. Keep and maintain public records required by the City to perform and/or provide the service or services contracted for herein.
 - ii. Upon request from the City's custodian of public records, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
 - iii. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of this Agreement if Contractor does not transfer the records to the City.
 - iv. Upon completion of this Agreement, transfer, at no cost, to the City all public records in possession of the Contractor or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of this Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from

public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records, in a format that is compatible with the information technology systems of the City.

If the Contractor has questions regarding the application of Chapter 119, Florida Statutes, to the Contractor's duty to provide public records relating to this contract, contact Angela Stone, City Clerk, City of High Springs custodian of public records at 386-454-1416, astone@highsprings.gov, 23718 W US HWY 27, High Springs, Florida 32643.

10. **Audit.** Contractor shall retain all records relating to this Agreement for a period of at least three (3) years after final payment is made. All records shall be kept in such a way as will permit their inspection pursuant to Chapter 119, Florida Statutes. In addition, City reserves the right to examine and/or audit such records.
11. **Compliance with Laws.** Contractor shall comply with all applicable federal, state, City and local laws, ordinances, rules and regulations in the performance of its obligations under this Agreement, including the procurement of permits and certificates where required, and including but not limited to laws related to Workers Compensation, Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, Minority Business Enterprise (MBE), occupational safety and health and the environment, equal employment opportunity, privacy of medical records and information, as applicable. Failure to comply with any of the above provisions shall be considered a material breach of the Agreement.
12. **Public Entities Crimes.** Contractor is directed to the Florida Public Entities Crime Act, Section 287.133, Florida Statutes, as well as Florida Statute 287.135 regarding Scrutinized Companies, and represents to City that Contractor is qualified to transact business with public entities in Florida, and to enter into and fully perform this Agreement subject to the provisions state therein. Failure to comply with any of the above provisions shall be considered a material breach of the Agreement.
13. **Liability and Insurance.**
 - a. **Insurance.** Contractor shall comply with the insurance requirements set out in Exhibit B, attached hereto and incorporated herein by reference.
 - b. **Indemnification.** Contractor agrees to indemnify, pay the cost of defense, including attorney's fees, and hold harmless the City, its officers, employees and agents from all damages, suits, actions or claims, including reasonable attorney's fees incurred by the City, of any character brought on account of any injuries or damages received or sustained by any person, persons, or property, or in any way relating to or arising from the Agreement; or on account of any act or omission, neglect or misconduct of

Contractor; or by, or on account of, any claim or amounts recovered under the Workers' Compensation Law or of any other laws, regulations, ordinance, order or decree; or arising from or by reason of any actual or claimed trademark, patent or copyright infringement or litigation based thereon; except only such injury or damage as shall have been occasioned by the sole negligence of the City.

- c. **Liability.** Neither the City nor Contractor shall make any express or implied agreements, guaranties or representations, or incur any debt, in the name of or on behalf of the other Party. Neither the City nor Contractor shall be obligated by or have any liability under any agreements or representations made by the other not expressly authorized hereunder. The City shall have no liability or obligation for any damages to any person or property directly or indirectly arising out of the operation by Contractor of its business, whether caused by Contractor's negligence or willful action or failure to act.
 - d. **Contractor's Taxes.** The City will have no liability for any sales, service, value added, use, excise, gross receipts, property, workers' compensation, unemployment compensation, withholding or other taxes, whether levied upon Contractor or Contractor's assets, or upon the City in connection with Services performed or business conducted by Contractor. Payment of all such taxes and liabilities shall be the responsibility of Contractor.
14. **City's Funding.** The Agreement is not a general obligation of the City. It is understood neither this Agreement nor any representation by any City employee or officer creates any obligation to appropriate or make monies available for the purpose of the Agreement beyond the fiscal year in which this Agreement is executed. No liability shall be incurred by the City, or any department, beyond the monies budgeted and available for this purpose. If funds are not appropriated by the City for any or all of this Agreement, the City shall not be obligated to pay any sums provided pursuant to this Agreement beyond the portion for which funds are appropriated. The City agrees to promptly notify Contractor in writing of such failure of appropriation, and upon receipt of such notice, this Agreement, and all rights and obligations contained herein, shall terminate without liability or penalty to the City.
15. **Acceptance of Services.** For all Services deliverables requiring City acceptance as provided in the Statement of Work, the City, through the City Commission or its designee, will have ten (10) calendar days to review the deliverable(s) after receipt or completion of same by Contractor, and either accept or reject the deliverable(s) by written notice to Contractor. If a deliverable is rejected, the written notice from the City will specify any required changes, deficiencies, and/or additions necessary. Contractor shall then have seven (7) calendar days to revise the deliverable(s) to resubmit and/or complete the deliverable(s) for review and approval by the City, who will then have seven (7) calendar days to review and approve, or reject the deliverable(s); provided however, Contractor shall not be responsible for any delays in the overall project schedule resulting from the City's failure to timely approve or reject deliverable(s) as provided herein. Upon final acceptance of the deliverable(s), the City will accept the deliverable(s) in writing.
16. **Subcontracting/Assignment.**

- a. **Subcontracting.** Contractor is fully responsible for completion of the Services required by this Agreement and for completion of all subcontractor work, if authorized as provided herein. Contractor shall not subcontract any work under this Agreement to any subcontractor other than the subcontractors specified in the proposal and previously approved by the City, without the prior written consent of the City, which shall be determined by the City in its sole discretion.
 - b. **Assignment.** This Agreement, and any rights or obligations hereunder, shall not be assigned, transferred or delegated to any other person or entity. Any purported assignment in violation of this section shall be null and void.
 - c. **Survival.** The following provisions shall survive the expiration or termination of the Term of this Agreement: 7, 9, 10, 13 20, 24, and any other which by their nature would survive termination.
17. **Notices.** All notices, authorizations, and requests in connection with this Agreement shall be deemed given on the day they are: (1) deposited in the U.S. mail, postage prepaid, certified or registered, return receipt requested; or (2) sent by air express courier (e.g., Federal Express, Airborne, etc.), charges prepaid, return receipt requested; or (3) sent via email and addressed as set forth below, which designated person(s) may be amended by either Party by giving written notice to the other Party:

To the Contractor: KCT Consulting Services
Attn: Kelly Turner
PO Box 294
Fruitland Park, FL 34731

To the City: City of High Springs
Attn: City Manager
23718 W US HWY 27
High Springs, FL 32643

With a copy to:

Folds Walker, LLC
527 E. University Avenue
Gainesville, FL 32601

18. Conflict of Interest.

- a. The Contractor represents it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of the Services required hereunder, and no person having any such interest shall be employed by Contractor during the agreement term and any extensions.
- b. The Contractor shall promptly notify the City in writing of any business association, interest, or other circumstance which constitutes a conflict of interest as provided herein.

If the Contractor is in doubt as to whether a prospective business association, interest, or other circumstance constitutes a conflict of interest, the Contractor may identify the prospective business association, interest or circumstance, the nature of work the Contractor may undertake and request an opinion as to whether the business association, interest or circumstance constitutes a conflict of interest if entered into by the Contractor. The City agrees to notify the Contractor of its opinion within (10) calendar days of receipt of notification by the Contractor, which shall be binding on the Contractor.

19. **Right to Ownership.** All work created, originated and/or prepared by Contractor in performing Services pursuant to the Agreement to the extent such work, documentation, materials or information are described in or required by the Services (collectively, the "Work Product") shall be City's property when completed and accepted, if acceptance is required in this Agreement, and the City has made payment of the sums due therefore. The ideas, concepts, know-how or techniques developed during the course of this Agreement by the Contractor or jointly by Contractor and the City may be used by the City without obligation of notice or accounting to the Contractor. Any data, information or other materials furnished by the City for use by Contractor under this Agreement shall remain the sole property of the City.
20. **E-Verify.** As a condition precedent to entering into this Agreement, and in compliance with Section 448.095, Fla. Stat., Contractor and its subcontractors shall, register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021.
 - a. Contractor shall require each of its subcontractors to provide Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. Contractor shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Agreement.
 - b. The City, Contractor, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.
 - c. The City, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but Contractor otherwise complied, shall promptly notify Contractor and Contractor shall immediately terminate the contract with the subcontractor.
 - d. A contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. Contractor acknowledges that upon termination of this Agreement by the City for a violation of this section by Contractor, Contractor may not be awarded a public contract for at least one (1) year. Contractor further acknowledges that Contractor is liable for any additional costs incurred by the City as a result of termination of any contract for a violation of this section.

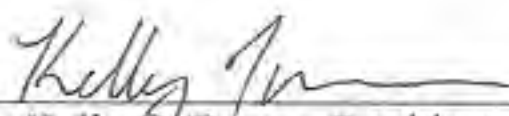
- e. Contractor or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower tier subcontracts. Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this section.
21. **Human Trafficking Affidavit.** In compliance with Section 787.06(13), Florida Statutes, the Contractor agrees to and shall execute the Human Trafficking Affidavit attached hereto as Exhibit C. Contractor further represents and affirms that the Contractor does not use coercion for labor or services, as those terms are defined in Section 787.06, Florida Statutes, as may be amended from time to time. Contractor further agrees that in the event that at any time in the future, the Contractor does use coercion for labor or services, Contractor will immediately notify the City and no contracts may be executed, renewed, or extended between the parties.
22. **Amendment.** This Agreement may be amended by mutual written agreement of the Parties hereto.
23. **Severability.** The terms and conditions of this Agreement shall be deemed to be severable. Consequently, if any clause, term, or condition hereof shall be held to be illegal or void, such determination shall not affect the validity or legality of the remaining terms and conditions, and notwithstanding any such determination, this Agreement shall continue in full force and effect unless the particular clause, term, or condition held to be illegal or void renders the balance of the Agreement impossible to perform.
24. **Applicable Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida (without regard to principles of conflicts of laws). The Parties agree all actions or proceedings arising in connection with this Agreement shall be tried and litigated exclusively in the state or federal (if permitted by law and a Party elects to file an action in federal court) courts located in or for Alachua County, Florida. This choice of venue is intended by the Parties to be mandatory and not permissive in nature, and to preclude the possibility of litigation between the Parties with respect to, or arising out of, this Agreement in any jurisdiction other than the jurisdiction specified in this section. Each Party waives any right it may have to assert the doctrine of forum non conveniens or similar doctrine or to object to venue with respect to any proceeding brought in accordance with this section.
25. **Costs of Legal Actions and Attorneys' Fees.** Except as otherwise set forth in this Agreement, including in any exhibits or addenda hereto, in any legal action between the parties hereto arising from this Agreement, an award for costs of litigation, including, but not limited to court costs and reasonable attorney fees, shall be made against the non-prevailing party to the prevailing party in such legal action, and such award shall include those fees incurred as a result of an appeal.
26. **Waiver.** No waiver by either Party of any breach or violation of any covenant, term, condition, or provision of this Agreement or of the provisions of any ordinance or law, shall be construed to waive any other term, covenant, condition, provisions, ordinance or law, or of any subsequent breach or violation of the same.

27. **Due Authority.** Each Party to this Agreement represents and warrants: (1) it has the full right and authority and has obtained all necessary approvals to enter into this Agreement; (2) each person executing this Agreement on behalf of the Party is authorized to do so; (3) this Agreement constitutes a valid and legally binding obligation of the Party, enforceable in accordance with its terms.
28. **No Third-Party Beneficiary.** The Parties hereto acknowledge and agree there are no third-party beneficiaries to this Agreement. Persons or entities not a party to this Agreement may not claim any benefit from this Agreement or as third-party beneficiaries hereto.
29. **Entire Agreement.** This Agreement constitutes the entire Agreement between the Parties and supersedes all prior negotiations, representations or agreements either oral or written.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first written.

KCT Consulting Services

BY THE MAYOR OF THE CITY OF HIGH
SPRINGS, FLORIDA


By Kelly C. Turner, President

Tristan Grunder, Mayor

ATTEST, BY THE CLERK OF THE CITY
COMMISSION OF THE CITY OF HIGH
SPRINGS, FLORIDA:

Angela Stone, City Clerk

APPROVED AS TO FORM AND
LEGALITY:

Danielle C. Adams, City Attorney

EXHIBIT A
STATEMENT OF WORK

The Scope of Work to be performed consists of, but is not limited to, the following:

- A. Review and analyze the existing LDC, including zoning and development standards.
- B. Identify areas of inconsistency, ambiguity, outdated provisions, and unnecessary regulations.
- C. Assess the effectiveness of current regulations in achieving planning goals.
- D. Develop a comprehensive and modernized LDC that incorporates best practices in planning and zoning.
- E. Revise zoning districts and regulations to promote sustainable growth, housing diversity, and environmental stewardship.
- F. Incorporate flexibility to accommodate a variety of land uses while balancing the community's aesthetic and functional needs.
- G. Public engagement coordination and/or consultation
- H. Final edits and adoption support

EXHIBIT B
INSURANCE REQUIREMENTS

Contractor shall, at its sole cost and expense, procure and maintain in full force and effect during the term of this Agreement the following insurance coverages:

1. **Professional Liability (Errors and Omissions).** Coverage with limits of not less than One Million Dollars (\$1,000,000) per claim and in the aggregate, covering claims arising out of any negligent act, error, or omission in the performance of professional services under this Agreement.
2. **Commercial General Liability.** Coverage with limits of not less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate, including coverage for bodily injury, property damage, personal injury, and contractual liability. Such policy shall name the City, its officials, officers, and employees as additional insureds.

Contractor shall provide the City with certificates of insurance evidencing the required coverages upon execution of this Agreement and upon renewal thereafter, and shall provide thirty (30) days' prior written notice to the City of any cancellation, material change, or non-renewal of such coverage.

Nothing herein shall be construed as a waiver of the City's sovereign immunity or the limits set forth in section 768.28, Florida Statutes, and the City does not represent that the insurance requirements specified herein are sufficient to protect the Consultant from losses or liabilities.

EXHIBIT C
HUMAN TRAFFICKING AFFIDAVIT

In compliance with Section 787.06(13), Florida Statutes, this affidavit must be completed by an officer or representative of a nongovernmental entity that is executing, renewing, or extending a contract with the City of High Springs (the "Governmental Entity").

The undersigned, on behalf of the entity listed below (the "Nongovernmental Entity"), hereby attests under penalty of perjury as follows:

1. I am over the age of 18 and I have personal knowledge of the matters set forth herein.
2. I am an officer or representative of KCT Consulting Services, a non-governmental entity and I am authorized to provide this affidavit on behalf of Nongovernmental Entity)
3. Nongovernmental Entity, and any of its subsidiaries or affiliates, do not use coercion for labor or services, as those terms are defined in Section 787.06, Florida Statutes, as may be amended from time to time.
4. If, at any time in the future, Nongovernmental Entity does use coercion for labor or services, Nongovernmental Entity will immediately notify Governmental Entity and no contracts may be executed, renewed, or extended between the parties.
5. I have read the foregoing affidavit and confirm that the facts stated in it are true, and are made for the benefit of, and reliance by Governmental Entity.

Company: KCT Consulting Services

Authorized Signature: Kelly Turner Date: 8/28/2025

Printed Name: Kelly Turner Title: President

STATE OF FL COUNTY OF Lake

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 28 day of August, 2025, by

Kelly Turner, as President of KCT cons. on behalf of

the company/corporation. They ☐ are personally known to me or ☒ have produced

Driver's license as identification.

James Butler

Notary Public Signature

Print, Type or Stamp Name of Notary: James Butler

My commission expires: June 11, 2027

(Affix Notary Stamp or Seal)

