

Town of Bronson  
Council Meeting  
August 20, 2018 @ 7:00 P.M.  
Dogan S. Cobb Municipal Building 660 E. Hathaway Ave, Bronson FL

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Mayor: Call Meeting to Order

Prayer: Mayor Beatrice Roberts

Pledge of Allegiance: All

Roll Call: Susie Robinson, Melisa Thompson, Erik Wise, Shirley Miller, Robert Partain, Katie Parks, Bruce Greenlee, Beatrice Roberts, Jason Hunt, Mr. Warm, Dennis Russell

Mayor Greenlee opened the meeting

APPROVAL OF MINUTES:

A motion to approve the minutes from August 6, 2018 was made by Council member Parks, a second was made by Vice Mayor Roberts. Motion Carried.

INFORMATIONAL ITEMS:

PUBLIC PARTICIPATION:

NEW BUSINESS:

The Clerk, Shirley Miller proposed to the Council to consider drafting an engagement letter to Beauchamp & Edwards for the close out of fiscal year 2018. Council member Katie Parks made a motion to draft a letter of engagement for the CPA firm to close out our fiscal year. A second was made from Council member Jason Hunt. Motion Carried.

The Clerk proposed a change in pay periods based on recommendation by Beauchamp & Edwards. The current pay period runs from Saturday to Friday. We are calculation pay on Wednesday to issue paychecks on Thursday, so we would no longer calculate hours worked in advance. The New Proposed pay period would be Wednesday to Tuesday, given us additional time to calculate payroll and get signatures on checks. Vice Mayor Roberts made a motion to change the pay periods from Wednesday to Tuesday and get paid on Thursday. A second was made by Council member Parks. The Motion Carried.

The Clerk mentioned it is time to review and sign the FMIT Health coverage agreement & Dental/Vision coverage agreement, so we can begin and be ready to start open enrollment on October 1, 2018. The advised the new rate schedule is attached to the council's agenda packet, which is a 4.14% increase. Council member Partin stated in comparison it is less than 22% that some carriers are taking, and it is well within reason. A motion was made by Vice Mayor Roberts to accept the new rate for the insurance and a second was made by Council member Parks. The Motion Carried.

The Clerk presented the findings of the Bureau of Economic and Business Research on the preliminary estimate of permanent residents within the city limits of 1133 an increase of 20 from the 4/1/2010 Census. This estimate is used in determining state revenue-sharing funds. If we don't agree with the estimate we would have to provide documentation supporting a more accurate resident count. Council member Katie Parks made a motion to accept the preliminary estimate of permanent residents and a second was made by Council member Jason Hunt. The Motion Carried.

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The Clerk presented the topic to discuss a change to the election date for council members made by Council member Parks. She spoke to Tammy Jones, County Election supervisor. Council member Parks stated based on their discussion. It would make things easier to have elections in March. Two towns have already changed their election dates and evidentially the Supervisor of elections would like all towns to have their election on the same day. It would also make it easier on the new Clerk and Deputy Clerk to not have elections, budget and TRIM at the same time in September. Mayor Greenlee asked if this would be a change in the Town Charter. Mr. Attorney Warm advised he would look at the legal structure and advise the Council.

The Clerk requested Approval to make the Deputy Clerk and Town Clerk authorized signers on all bank accounts as we can start getting some things accomplished in the office. Vice Mayor Roberts made a motion to make both authorized signers to all accounts and a second was made by Council member Robert Partin. Motion carried.

Susie Robinson, the prior Deputy Clerk stated from the audience that we should remove her and prior clerk Pam Whitehead off the accounts. Mayor Greenlee advised we will include it in the motion to add the new clerk and deputy clerk. Attorney Warm confirmed it was acceptable. With Vice Mayor Robert's motion and Council member Partin's second. All in favor. Motion carried.

Vice Mayor Roberts also wanted to confirm the prior clerk and deputy clerk was removed from the insurance. The current clerk, Shirley Miller confirmed they were removed and with signature on the insurance coverage letters we can begin the process of added the new clerk and deputy clerk to the insurance.

A request was made by the Clerk, Shirley Miller to allow Town Clerk and Deputy Clerk to obtain notary certification for town business. A motion was made by Council member Parks to allow both to get a notary certification and a second was made by Vice Mayor Roberts. Attorney Warm wanted to ensure the bonding was also included in the certification. The Clerk confirmed after the 3-hour required course she will obtain quotes for the Bonding and present them at the next meeting. Mayor Greenlee advised we have a motion and a second. No further discussion. Motion carried.

Another request was made by the Clerk, Shirley Miller for IIMC Membership Fees for Town Clerk and Deputy Clerk and what does for us is give us some network, the opportunity for continuing ed, and be experts in our job. Vice Mayor had some questions on the type of courses available. The clerk advised on-line webinars and on-site courses. Council member Parks wanted to confirm to cost. The membership fee of \$160 for the Clerk and additional membership of \$100 for the Deputy Clerk. Council member Parks made a motion to allow both the clerk and deputy clerk the membership fees. A second was made by Council member Jason Hunt. Motion carried.

The Clerk made one last request for QuickBooks Training for the Town Clerk and Deputy Clerk to attend a QuickBooks Training. The Clerk pointed out the quicker we learn QuickBooks the quicker we become self-sufficient and we would not have to have CPA firms coming in to show us how to do invoices and journal entries. This is the course that had 3 training selections; one on line, one in Jacksonville and in Orlando. We would prefer the Jacksonville on-site training. If we have questions it is easier to get answers and with on-site training, we would not have interruptions as we would in the office. A motion was made by Council member Parks to allow the clerk and deputy clerk to attend the QuickBooks training in Jacksonville in September. A second was made by Vice Mayor Roberts. Motion carried.

We had a Speaker request from Katherine Manuel. Ms. Manuel thanked the Council for assisting them last year. It will be their fourth year to have the event, if the Lord allows. Ms. Manuel is requesting the

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road in front of the Health Department, Martin Luther King Dr./N. Main St. on Martin Luther King Day, January 21, 2018 to be closed from 10:00 am to 2:00 pm. Vice Mayor Roberts made a motion to approve the road closer from 10:00 am to 2:00 pm. A second came from Council member Parks. Motion carried.

The Council moved on to the impact of the Levy County BOCC Waste fee to the Town. Mayor Greenlee stated first we would need to know if the \$116 fee would include the municipality in the assessment. Council member Parks stated based on their letter the municipality was included, but until they have the next BOCC meeting we will not know what they decide. Vice Mayor Roberts directed a question to Skip McCall with WCA and he was not aware of the assessment fee. Dayna Miller with WastePro advised she did attend a recent meeting and she came away with the impression that the County did intend on including the municipalities in fee of \$116. Council member Parks commented it is a concern for our citizens as they will be receiving the assessment fee to take their garbage to the landfill, but per ordinance they will still be getting a bill from the City for garbage. She stated a resident was wondering if that was legal? Attorney Warm advised it was legal but wasn't sure it would be appropriate or fair. It would be a political consideration. Vice Mayor added citizens would have an Assessment and be able to dump for free, also the Waste companies would also be able to dump for free. The Attorney concluded that the Waste company's cost will go down and that should be reflected in what Bronson should pay. Attorney Warm offered to assist in anyway needed. It was stated by several that all the local Waste companies will benefit. Council member Katie Parks added that if this is passed the cost should go down for our citizens with any waste company we contract with. We had comments from Elijah Williams questioning the exact price. It was clarified that the assessment fee was a County fee and they would be discussing it tomorrow, August 21, 2018. Resident Linda Cooper advised the County will have a public hearing on September 6, 2018, so she could see them voting on it tomorrow. Additional discussion occurred from the audience regarding prior fees, vacant lots, and satellite stations.

The Mayor stated that is the segway into the next conversation of the possibility of obtaining an alternative solid waste collection bid from Waste Pro. Council member Parks stated that because the proposed contract with WCA was for 5 years, there is a possibility of a CPI 3% rate increase, and no exit clause unless we are unsatisfied is available; she asked if we could find out what else is out there. Dayna Miller from WastePro addressed the Council. She advised they would love the opportunity to place a pricing bid to come back to Bronson. She thought it would behoove the Bronson to not sign the contract tonight, wait for the County decision on the \$116 Landfill Assessment and place the service out to bid. She stated they were told by the County, if the assessment does not pass, they would have to raise the tipping fees at the landfill from \$61 per ton (the highest in north Florida) to about \$90 per ton. She stated that WastePro dispossess all waste they pick up in Levy Count at the landfill and that effects the cost, whether they raise the tipping fee or not. It is not a dollar for dollar, but factors into lower their cost. There was some discussion as to where WCA dispossess of waste. Skip McCall confirmed WCA also disposes of all waste picked up in Bronson at the Levy transfer station. Dayna Miller felt WastePro could at least provide Bronson with a competitive option.

#### UNFINISHED BUSINESS:

Skip McCall approached the Council to discuss the WCA contract renewal review and answer any questions. He wanted to make the point: You know what you have, and you have a great rate. You have a CPI that is capped. We are going to continue to be a good partner within the community. Sometimes when you put things out to bid, it may come back in higher than what you are currently being charged. Bronson has a good residential rate. The rate for six years has not changed, we kept everything the same for you. Just some things to consider when making a decision. Council member Parks asked if the assessment passed will WCA consider that in their price and if we choose not to sign

the contract today would there be a possibility to renew with a shorter contract. Skip McCall advised they would work with Bronson in good faith to figure out what that would mean for a disposal cost. He advised there are options in the length of the contract, but when you draw out a contract it makes it more palatable to keep the cost low. Mayor Greenlee commented if you are locked in a contract and the cost of business goes up you are locked into the lower rate. We have been in a contract with WCA for the last 6 years and they have not asked us for one increase and the amount of complaints we get are minimal. Mayor Greenlee is not opposed to getting other bids. McCall advised he believes in his company and what they do. Vice Mayor Roberts stated she feels Bronson should wait until the County decides what they are going to do before Bronson makes a decision. Mr. McCall cautioned to be cognizant of the timeline for our contract renewal. The Mayor agreed the timeline would be a challenge and having a contract in place would be a safeguard. Council member Parks again expressed concern with a 5-year contract. Additional discussion occurred regarding WCA service and contract length with participation from the audience. Mayor Greenlee summarized the Council's options. Council member Jason Hunt made a motion to sign the renewal contract with WCA. Council member Partin made a second. Motion carried with a 3:2 vote.

#### BRONSON PARKS & RECS:

Public Works Director, Erik Wise advised it is the beginning of Phase III of the FRDAP. That would include bringing in new picnic facilities, an additional new playground, a volleyball court, renovation of baseball fields 4 & 5, and restroom renovation.

Erik Wise also advised we have the 2018 FRDAP Application due by October 15, 2018 and wanted to ensure the council wanted to ensure we wanted to pursue applying for those funds: Both or just one? Council stated to pursue all. We will call Mr. Fox to pursue.

#### FIRE DEPARTMENT:

#### PUBLIC WORKS:

Erik Wise advised today was the close bid for the SCOP grant for repaving on Picnic Street. We only had Fred Fox Enterprises turning in a bid for grant manager and Mittauer Engineering turning in a bid for engineering services. We will be going into the next phase. The contractor bids are the next phase after the engineering plans are drawn.

#### BUILDING & ZONING:

#### ATTORNEY REPORT:

#### COMMITTEE REPORTS:

- Infrastructure Committee-
- Industrial Committee-
- Cemetery Committee-

#### COUNCIL REPORT:

Councilmember Robert Partin-Discussion occurred with the Sheriff department about the sewer system.

Councilmember Katie Parks- A reminder that Trunk for Treats is October 27, 2018 at 6:30 pm. Spread the word and see who would like to be involved. Reiterated that she is happy with David's service.

Vice Mayor Beatrice Roberts-

Councilmember Jason Hunt-

Mayor Bruce Greenlee

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Resident Linda Cooper asked with the addition of the new Clerk and Deputy Clerk, Would the Mayor being conducting evaluations or everyone in the Council participate? Mayor Greenlee responded that we are currently in a policy review and that would be brought up. They will make decisions on how they will evaluate everyone and how everything is done.

REVIEW & PAY BILLS

ADJOURN

Meeting was adjourned at 7:55 pm

## TOWN OF BRONSON

### RESOLUTION NUMBER 18-05 (AMENDING THE DEFERRRED COMPENSATION PLAN TO NAME SHIRLEY MILLER PLAN ADMINSTRATOR, REPLACING EXISTING PLAN ADMINISTRATOR)

WHEREAS, Effective October 1, 1998, the Town of Bronson adopted its Deferred Compensation Plan (The Plan) under Section 457 of the Internal Revenue Code, which Plan was subsequently amended and restated and remains fully in effect; and

WHERAS, the Town of Bronson wishes to amend The Plan to appoint the Town Clerk (Shirley Miller) as the Plan Administrator;

NOW, THEREFORE, BE IT RESOLVED, that the Town of Bronson hereby amends the deferred Compensation Plan for Employees of the Town of Bronson by designating Shirley Miller, Town Clerk, as Plan Administrator, replacing the former Clerk, Pamela Whitehead; and in all other respects restating, ratifying, confirming and perpetuating the existence and effectiveness of said Plan.

IN WITNESS WHEREOF, the undersigned have executed this Resolution in Levy County, Florida this \_\_\_\_\_ day of September 2018.

TOWN OF BRONSON

\_\_\_\_\_  
Bruce Greenlee, Mayor

ATTEST:

\_\_\_\_\_  
Shirley Miller  
Town Clerk

**Shirley A. Miller**

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**From:** Gitzen, Robert <Robert.Gitzen@deo.myflorida.com>  
**Sent:** Wednesday, August 29, 2018 3:10 PM  
**To:** Shirley A. Miller  
**Cc:** Lewis, Sean  
**Subject:** RE: 2018 North Central RAO Re-Designation MOA

Dear Ms. Miller:

I have received two 2018 North Central RAO Re-designation MOAs signed by Mayor Greenlee along with two completed Exhibit A. I will route these for DEO execution today and return one fully executed original to your attention.

Thank you for your attention to this matter.

Bob Gitzen, FCCM  
Government Operations Consultant II  
Florida Department of Economic Opportunity, Bureau of Small Cities and Rural Communities  
107 E. Madison Street  
Caldwell Building MSC 160  
Tallahassee, FL 32399  
Phone: 850-717-8497  
E-Mail: [Robert.gitzen@deo.myflorida.com](mailto:Robert.gitzen@deo.myflorida.com)



**From:** Shirley A. Miller [mailto:[BronsonClerk@townofbronson.org](mailto:BronsonClerk@townofbronson.org)]  
**Sent:** Friday, August 24, 2018 2:38 PM  
**To:** Gitzen, Robert <Robert.Gitzen@deo.myflorida.com>  
**Subject:** RE: 2018 North Central RAO Re-Designation MOA

Mr. Gitzen,

Good Afternoon!

We completed the memorandum and return two original signature pages, along with two copies of the completed Exhibit A, and Designated Contacts, to your attention at the address provided.

We mailed the documents on Thursday, August 23, 2018.

Please contact me if you do not received them or if additional paperwork is needed.

Thank you,

***Shirley A. Miller***

*Town Clerk*

Town of Bronson  
650 Oak Street  
P.O. Box 266  
Bronson, FL 32621  
Phone: 352-486-2354  
Fax: 352-486-6262  
email: [bronsonclerk@townofbronson.org](mailto:bronsonclerk@townofbronson.org)

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**From:** Gitzen, Robert <[Robert.Gitzen@deo.myflorida.com](mailto:Robert.Gitzen@deo.myflorida.com)>  
**Sent:** Friday, August 24, 2018 1:47 PM  
**To:** Shirley A. Miller <[BronsonClerk@townofbronson.org](mailto:BronsonClerk@townofbronson.org)>  
**Cc:** Lewis, Sean <[Sean.Lewis@deo.myflorida.com](mailto:Sean.Lewis@deo.myflorida.com)>  
**Subject:** FW: 2018 North Central RAO Re-Designation MOA  
**Importance:** High

## **PLEASE RESPOND BY AUGUST 31, 2018**

Dear Mayor Greenlee:

On June 21, 2018 and August 6, 2018 the Department of Economic Opportunity (DEO), sent a memorandum of agreement between DEO and the Town of Bronson along with Executive Order 18-158 re-designating the North Central Rural Area of Opportunity (RAO), for another 5-year period. Continued designation as a Rural Area of Opportunity is dependent upon each county and municipality executing and adhering to the terms and conditions contained within the MOA per Executive Order 18-158 and section 288.0656(7)(b) F.S.

As of Friday August 24, 2018, DEO has not received an executed MOA from the Town of Bronson.

- The MOA does not require any financial commitment on the part of the town.
- Failure to execute the MOA will put the RAO designation in jeopardy along with access to the assistance available only to communities in a designated Rural Area of Opportunity.
- Please review the memorandum with your town council at your next scheduled meeting, and return two original signature pages, along with two copies of the completed Exhibit A, Designated Contacts, to my attention at the address below by August 31, 2018. One fully executed original will be returned to you. If there is no non-profit economic development entity operating in your municipality, please complete the contact information for an elected or appointed official to act as point of contact for economic development issues.

If you or any of the council members have any questions regarding the memorandum, please feel free to contact me at 850-717-8497.

Thank you.

Bob Gitzen, FCCM  
Government Operations Consultant II

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Florida Department of Economic Opportunity, Bureau of Small Cities and Rural Communities  
107 E. Madison Street



Caldwell Building MSC 160  
Tallahassee, FL 32399  
Phone: 850-717-8497  
E-Mail: [Robert.gitzen@deo.myflorida.com](mailto:Robert.gitzen@deo.myflorida.com)



**From:** Gitzen, Robert  
**Sent:** Monday, August 6, 2018 1:50 PM  
**To:** 'bronsonclerk@townofbronson.org' <[bronsonclerk@townofbronson.org](mailto:bronsonclerk@townofbronson.org)>  
**Cc:** Connie Norman ([Connie.Norman@deo.myflorida.com](mailto:Connie.Norman@deo.myflorida.com)) <[Connie.Norman@deo.myflorida.com](mailto:Connie.Norman@deo.myflorida.com)>  
**Subject:** FW: 2018 North Central RAO Re-Designation MOA

Dear Mayor Greenlee:

On June 21, 2018 The Department of Economic Opportunity (DEO), sent a memorandum of agreement between DEO and the Town of Bronson along with Executive Order 18-158 re-designating the North Central Rural Area of Opportunity (RAO), for another 5-year period. Continued designation as a Rural Area of Opportunity is dependent upon each county and municipality executing and adhering to the terms and conditions contained within the MOA per Executive Order 18-158 and section 288.0656(7)(b) F.S.

As of Friday August 3, 2018, DEO has not received an executed MOA from the Town of Bronson.

- The MOA does not require any financial commitment on the part of the town.
- Failure to execute the MOA will put the RAO designation in jeopardy along with access to the assistance available only to communities in a designated Rural Area of Opportunity.
- Please review the memorandum with your town council at your next scheduled meeting, and return two original signature pages, along with two copies of the completed Exhibit A, Designated Contacts, to my attention at the address below by **August 31, 2018**. One fully executed original will be returned to you. If there is no non-profit economic development entity operating in your municipality, please complete the contact information for an elected or appointed official to act as point of contact for economic development issues.

If you or any of the council members have any questions regarding the memorandum, please feel free to contact me at 850-717-8497.

Thank you.

Bob Gitzen, FCCM  
Government Operations Consultant II  
Florida Department of Economic Opportunity, Bureau of Small Cities and Rural Communities  
107 E. Madison Street  
Caldwell Building MSC 160  
Tallahassee, FL 32399  
Phone: 850-717-8497  
E-Mail: [Robert.gitzen@deo.myflorida.com](mailto:Robert.gitzen@deo.myflorida.com)



**From:** Gitzen, Robert  
**Sent:** Thursday, June 21, 2018 2:12 PM  
**To:** 'bronsonclerk@townofbronson.org' <[bronsonclerk@townofbronson.org](mailto:bronsonclerk@townofbronson.org)>  
**Cc:** Sean Lewis ([Sean.Lewis@deo.myflorida.com](mailto:Sean.Lewis@deo.myflorida.com)) <[Sean.Lewis@deo.myflorida.com](mailto:Sean.Lewis@deo.myflorida.com)>  
**Subject:** 2018 North Central RAO Re-Designation MOA

Dear Mayor Greenlee:

Please find attached the Memorandum of Agreement detailing the terms and conditions of the re-designation of the North Central Rural Area of Opportunity. Continued designation as a Rural Area of Opportunity is dependent upon each county and municipality executing and adhering to the terms and conditions contained within the MOA per Executive Order 18-158 and section 288.0656(7)(b) F.S.

(b) Designation as a rural area of opportunity under this subsection shall be contingent upon the execution of a memorandum of agreement among the department; the governing body of the county; and the governing bodies of any municipalities to be included within a rural area of opportunity. Such agreement shall specify the terms and conditions of the designation, including, but not limited to, the duties and responsibilities of the county and any participating municipalities to take actions designed to facilitate the retention and expansion of existing businesses in the area, as well as the recruitment of new businesses to the area.

- The MOA does not require any financial commitment on the part of the county or municipality.
- Failure to execute the MOA will put the designation in jeopardy along with access to the assistance available only to communities in a designated Rural Area of Opportunity.
- Please review the memorandum with your commission/council at your next scheduled meeting, and return two original signature pages, along with two copies of the completed Exhibit A, Designated Contacts, to my attention at the address below. One fully executed copy will be returned to you. If there is no non-profit economic development entity operating in your municipality, please complete the contact information for an elected or appointed official to act as point of contact for economic development issues.

If you have any questions regarding this memorandum, please feel free to contact me at 850-717-8497 or Sean Lewis at 850-717-8428.

Thank you.

Bob Gitzen, FCCM  
Government Operations Consultant II  
Florida Department of Economic Opportunity, Bureau of Small Cities and Rural Communities  
107 E. Madison Street  
Caldwell Building MSC 160  
Tallahassee, FL 32399  
Phone: 850-717-8497

# STATE OF FLORIDA

## OFFICE OF THE GOVERNOR EXECUTIVE ORDER NUMBER 18-158

WHEREAS, although economic progress has been made in many rural areas, Florida remains committed to creating private-sector jobs in every part of the state; and

WHEREAS, rural communities are stewards of the vast majority of Florida's land and natural resources, upon which the State's continued growth and prosperity depend; and

WHEREAS, successful rural communities are essential to the overall success of the State's economy and quality of life; and

WHEREAS, certain rural communities are struggling to maintain, support or enhance job creating activities or to generate revenues for education and other critical government services such as infrastructure, transportation and safety; and

WHEREAS, Section 288.0656(7), Florida Statutes, authorizes the Rural Economic Development Initiative to recommend to the Governor up to three areas for designation as rural areas of opportunity; and

WHEREAS, a rural area of opportunity is comprised of rural communities designated by the Governor that have been adversely affected by an extraordinary economic event, severe or chronic distress, or a natural disaster or that presents a unique economic development opportunity of regional impact; and

WHEREAS, the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union were designated

on April 23, 2003, by Executive Order 03-74, as a Rural Area of Opportunity for a term of five years; and

WHEREAS, the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union have been subsequently re-designated as a Rural Area of Opportunity by Executive Orders 08-132 and 13-151; and

WHEREAS, the re-designation will expire on June 12, 2018, and the Rural Economic Development Initiative met on March 16, 2018 and agreed to recommend the Governor continue the designation of the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union as a Rural Area of Opportunity.

NOW, THEREFORE, I, RICK SCOTT, Governor of Florida, by virtue of the authority vested in my by Article IV, Section 1(a), Florida Constitution, and Section 288.0656(7), Florida Statutes, do hereby issue the following Executive Order, effective immediately:

Section 1.

The area within the boundaries of the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor and Union is designated as a Rural Area of Opportunity.

Section 2.

This area shall be a priority assignment for the Rural Economic Development Initiative.

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### Section 3.

On a case-by-case basis, the criteria, requirements or similar provisions of economic development incentives may be waived. Such incentives include, but shall not be limited to, the Qualified Target Industry Tax Refund Program under section 288.106, Florida Statutes, the Quick Response Training Program under section 288.047, Florida Statutes, the Quick Response Training Program for participants in the Welfare Transition Program under section 288.047(8), Florida Statutes, Economic Development Transportation projects under section 339.2821, Florida Statutes, the Brownfield Redevelopment Bonus Refund under section 288.107, Florida Statutes, and the Rural Job Tax Credit Program under sections 212.098 and 220.1895, Florida Statutes.

### Section 4.

Access to the assistance available under this designation as a Rural Area of Opportunity shall be contingent upon the execution of a memorandum of agreement between the Department of Economic Opportunity, the governing bodies of the counties, and the governing bodies of the municipalities including within the designated area. Such memorandum of agreement shall specify the terms and conditions of the designation, including, but not limited to, the duties and responsibilities of the counties and any participating municipalities to take actions designed to facilitate the retention and expansion of existing businesses in the area, as well as the recruitment of new businesses to the area.

### Section 5.

Pursuant to Section 288.0656(7)(c), all state agencies and departments shall use all available tools and resources to the extent permissible by law to promote the creation and development of any catalyst project designated by the Rural Area of Opportunity, that has

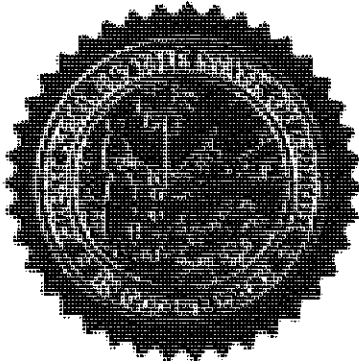
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been recommended by the Department of Economic Opportunity and identified by Enterprise Florida, Inc.

Section 6.

This designation shall be in effect for five years and will expire on June 11, 2023. The Rural Economic Development Initiative may recommend the designation be terminated or continued based on economic development progress from current base lines or upon performance under the memorandum of agreement.



IN TESTIMONY WHEREOF, I have hereunto set my hand and have caused the Great Seal of the State of Florida to be affixed at Tallahassee, this 11th day of June, 2018.

  
\_\_\_\_\_  
RICK SCOTT, GOVERNOR

ATTEST:

  
\_\_\_\_\_  
SECRETARY OF STATE

FILED  
2018 JUN 11 AM 11:11  
TALLAHASSEE FLORIDA

**Shirley A. Miller**

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**From:** Gitzen, Robert <Robert.Gitzen@deo.myflorida.com>  
**Sent:** Monday, August 06, 2018 1:50 PM  
**To:** Pamela Whitehead  
**Cc:** Norman, Connie  
**Subject:** FW: 2018 North Central RAO Re-Designation MOA  
**Attachments:** F1337\_Town\_of\_Bronson.docx.pdf, EO\_18-158.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Dear Mayor Greenlee:

On June 21, 2018 The Department of Economic Opportunity (DEO), sent a memorandum of agreement between DEO and the Town of Bronson along with Executive Order 18-158 re-designating the North Central Rural Area of Opportunity (RAO), for another 5-year period. Continued designation as a Rural Area of Opportunity is dependent upon each county and municipality executing and adhering to the terms and conditions contained within the MOA per Executive Order 18-158 and section 288.0656(7)(b) F.S.  
As of Friday August 3, 2018, DEO has not received an executed MOA from the Town of Bronson.

- The MOA does not require any financial commitment on the part of the town.
- Failure to execute the MOA will put the RAO designation in jeopardy along with access to the assistance available only to communities in a designated Rural Area of Opportunity.
- Please review the memorandum with your town council at your next scheduled meeting, and return two original signature pages, along with two copies of the completed Exhibit A, Designated Contacts, to my attention at the address below by **August 31, 2018**. One fully executed original will be returned to you. If there is no non-profit economic development entity operating in your municipality, please complete the contact information for an elected or appointed official to act as point of contact for economic development issues.

If you or any of the council members have any questions regarding the memorandum, please feel free to contact me at 850-717-8497.

Thank you.

Bob Gitzen, FCCM  
Government Operations Consultant II  
Florida Department of Economic Opportunity, Bureau of Small Cities and Rural Communities  
107 E. Madison Street  
Caldwell Building MSC 160

**MEMORANDUM OF AGREEMENT  
STATE OF FLORIDA  
DEPARTMENT OF ECONOMIC OPPORTUNITY**

THIS MEMORANDUM OF AGREEMENT ("MOA") is made and entered into by and between the State of Florida, Department of Economic Opportunity ("DEO"), and the Town of Bronson, Levy County, Florida ("Municipality"). In accordance with section 165.031(3), Florida Statutes (F.S.) the term "municipality", as used in this MOA, shall mean any city or town created pursuant to general or special law authorized or recognized pursuant to section 2 or section 6, Article VIII of the State of Florida Constitution. DEO and the Municipality are sometimes referred to herein individually as a "Party" and collectively as "the Parties."

**I. Background and Purpose of MOA**

- A. The purpose of this MOA is to document the terms and conditions of the implementation of the Rural Area of Opportunity ("RAO"), formerly the Rural Area of Critical Economic Concern ("RACEC") designation.
- B. The Governor of Florida recognizes that successful rural communities are essential to the overall success of the State of Florida's economy and quality of life, yet many rural communities struggle to maintain, support or enhance job creation activities and to generate revenues for critical government services.
- C. Florida's Legislature recognizes that rural communities continue to face extraordinary challenges in their efforts to significantly improve their economies, and as such, section 288.0656, F.S., establishes the Rural Economic Development Initiative ("REDI") within DEO, and authorizes the participation of State and regional organizations in this initiative. Paragraph 288.0656(7)(a), F.S., provides for the designation of up to three RAOs. RAOs are rural communities that have been adversely affected by extraordinary economic events, severe or chronic distress, a natural disaster, or an event that presents a unique economic development opportunity of regional impact.

Pursuant to subsection 288.0656(7), F.S., representatives of the State and regional agencies and organizations comprising the REDI met on March 16, 2018, and recommended the Governor re-designate the North Central Rural Area of Opportunity ("North Central RAO") composed of the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union. On June 11, 2018, Governor Rick Scott issued Executive Order 18-158 which re-designated the North Central RAO for another five-year term with an expiration date of June 11, 2023.



II. The Rural Economic Development Initiative (REDI)

- A. REDI is a proactive, multi-agency effort responsible for coordinating and focusing efforts and resources of State and regional agencies on problems which affect the fiscal, economic, and community viability of Florida's economically distressed rural communities.
- B. REDI works with local governments, community-based organizations, and private organizations on the growth and development of these communities to find ways to enhance the local economy and resolve issues while balancing local environmental and growth management needs.
- C. Participating REDI representatives must:
  - 1. have comprehensive knowledge of their agencies' functions, both regulatory and service in nature, and of the State's economic goals, policies, and programs;
  - 2. act as the primary point of contact for their agencies on issues and projects relating to economically distressed rural communities;
  - 3. ensure prompt and effective response to problems arising with regard to rural issues;
  - 4. work closely with other REDI representatives in the identification of opportunities for preferential awards of program funds and allowances, and waiver of program requirements, when necessary, to encourage and facilitate long-term private capital investment and job creation;
  - 5. review and evaluate statutes and rules for adverse impact on rural communities and the development of alternative proposals to mitigate that impact;
  - 6. undertake outreach, capacity-building, and other advocacy efforts to improve conditions in rural communities;
  - 7. ensure each district office or facility of their agencies is informed about REDI;
  - 8. provide assistance throughout their agencies in the implementation of REDI activities;
  - 9. recognize counties and communities with RAO designations as eligible for a reduction or waiver of financial match of state grants and permit fees, as well as waivers of the criteria, requirements, or similar provisions of economic development incentives; and
  - 10. recognize designated RAOs are priority assignments for REDI, per paragraph 288.0656(7)(a), F.S..
- D. On a case-by-case basis, REDI may recommend to the Governor waivers of criteria, requirements or similar provisions of any economic development incentive. Such incentives shall include, but not be limited to:
  - 1. the Qualified Targeted Industry Tax Refund Program under section 288.106, F.S.;
  - 2. the Quick Response Training Program under section 288.047, F.S.;
  - 3. the WAGES Quick Response Training Program under subsection 288.047(8), F.S.;

4. the Economic Development Transportation Projects under section 339.2821, F.S.;
  5. the Brownfield Bonus Tax Program under section 288.107, F.S.; and
  6. the Rural Job Tax Credit Program under sections 212.098 and 220.1895, F.S.
- E. Paragraph 288.0656(7)(c), F.S., states: “[e]ach rural area of opportunity may designate catalyst projects, provided that each catalyst project is specifically recommended by REDI, identified as a catalyst project by Enterprise Florida, Inc. [EFI], and confirmed as a catalyst project by the department [DEO]. All state agencies and departments shall use all available tools and resources to the extent permissible by law to promote the creation and development of each catalyst project and the development of catalyst sites.”
- F. REDI reviews the RAO designation and may recommend the designation of the area, counties, or municipalities be terminated or continued based upon performance under this MOA.

### III. The Participating Community

- A. Pursuant to paragraph 288.0656(7)(b), F.S., and Executive Order 18-158, RAO designation shall be contingent upon the execution of this MOA between the Parties. Paragraph 288.0656(7)(b) requires this MOA to specify the terms and conditions of the designations and the duties and responsibilities of the Municipality to take actions designed to facilitate the retention and expansion of existing businesses in the area, as well as the recruitment of new businesses to the area.
- B. The Municipality agrees that fulfillment of the following duties and responsibilities, as reasonably determined by REDI, are required for recommendation by REDI for continued RAO designation.
- C. The Municipality shall:
1. designate a specific contact person from among Municipality elected or appointed officials to serve as a point of contact in all matters and activities relating to the North Central RAO;
  2. designate a specific person from a non-profit organization actively engaged in economic development within the Municipality, to serve as the as single point of contact to represent and provide input on all economic development matters and activities relating to the North Central RAO, and to receive and process leads and referrals from EFI;
  3. include contact information for designees on Exhibit A, attached hereto, (these designees may be the same designee to serve as the representative to other similar

organizations); the Municipality shall inform DEO in writing by either mail or email of any changes to the specified persons within ten business days of the change;

4. ensure one or both of the designated representatives participate in at least two economic development training events offered by DEO, EFI, Florida Economic Development Council (FEDC), utility companies, and/or other state or national recognized economic development organizations during the term of this MOA in order to help build knowledge and skill sets required to compete more effectively for job creating projects; and
5. ensure one or both of the designated representatives:
  - a) work closely with the designated County point of contact to gather information on available buildings and sites for inclusion in statewide and regional databases, including but not limited to, those developed by EFI ([www.enterpriseflorida.com/find-properties](http://www.enterpriseflorida.com/find-properties)), Florida Power and Light, Duke Energy, or regional organizations, and
  - b) work closely with the designated County point of contact to provide DEO with an overview and timeline of the Municipality permitting process, plan approval and business licensing requirements within 180 days of the execution of this MOA to facilitate the retention and expansion of existing businesses, as well as the recruitment of new businesses.

#### IV. Implementation and Duration

- A. Pursuant to Executive Order 18-158, the designation of the North Central RAO affecting the counties of Baker, Bradford, Columbia, Dixie, Gilchrist, Hamilton, Jefferson, Lafayette, Levy, Madison, Putnam, Suwannee, Taylor, and Union, is designated as a Rural Area of Opportunity with an expiration date of June 11, 2023.
- B. REDI may recommend the RAO designation and this MOA be terminated or continued based on performance under this MOA.
- C. This MOA shall take effect immediately upon full and proper execution by all Parties, and supersedes and replaces any and all previous such RACEC and RAO agreement(s) between the Parties.
- D. This MOA shall expire on June 11, 2023 unless terminated earlier.
- E. Both Parties shall review this MOA annually. If revisions are needed, notification shall be given to both Parties in writing of the specific changes desired with the proposed amendment language and the reasons for the revisions. With the mutual consent of both Parties, the proposed changes shall become effective when both Parties have duly executed an amendment to this MOA.

- F. The Municipality may terminate this MOA at any time upon written notice to DEO.
- G. RAO designation is, by statute and Executive Order, contingent upon execution of a MOA between the Parties. REDI shall recommend the RAO designation be terminated if this MOA is not duly executed or if this MOA is terminated and another MOA is not timely and duly executed in its place.

*-The remainder of this page has been intentionally left blank.-*

V. EXECUTION

By affixing her or his signature herein below, each undersigned official represents and warrants that she or he has read the above MOA and the Exhibit thereto and understands each section and paragraph.

IN WITNESS THEREOF, and in consideration of the mutual covenants set forth above and in Exhibit A attached hereto, the Parties have executed this MOA by their duly authorized undersigned officials.

TOWN OF BRONSON  
LEVY COUNTY, FLORIDA

DEPARTMENT OF ECONOMIC  
OPPORTUNITY

By *Bruce Greenlee* By \_\_\_\_\_  
Signature Signature

Print/  
Title Bruce Greenlee  
Mayor

Print/  
Title Julie Dennis, Director,  
Division of Community  
Development

Date 8/23/18

Date \_\_\_\_\_

Approved as to form and legal sufficiency,  
subject only to full and proper execution by  
the Parties.

OFFICE OF GENERAL COUNSEL,  
DEPARTMENT OF ECONOMIC OPPORTUNITY

By: \_\_\_\_\_

Approved Date: \_\_\_\_\_

**EXHIBIT A – DESIGNATED CONTACTS**  
**Town of Bronson**

**Contact Information for an Elected or Appointed Official**

Name: Shirley A. Miller  
Address: 650 Oak St  
Bronson Fc 32621  
Phone: 352-486-2354  
Fax: 352-486-6262  
Email: Bronsonclerk@townofbronson.org

**Contact Information for One Person from  
a Non-Profit Organization Engaged In Economic Development**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

Please complete this page and return with the signed MOA. The Municipality is required to inform DEO of any changes to this information within ten (10) business days of a change.

# Town of Bronson Town Council Meeting Speaker Request Form

If you wish to address the Town Council during the meeting, please complete the form below and submit to the Town Clerk, Kelli Brettel. Your name will be called when it is your turn to speak on the subject/topic you specified below.

Please print clearly to ensure that your name and address appear correctly in the official minutes of the meeting.

Name of Organization \_\_\_\_\_

Name: Elisab, William

Address: PO, BOX 1171

City, State, Zip Code: Bronson Mo

Resident/Property Owner within the City Limits?  Yes  No

Please select one:

Speak on Agenda Item - Please specify below

Item: Whats is going on

Speak during Public Forum - Please specify below

Subject/Topic: Let me NO - IT ~~is~~ an wing  
(Please be specific)

## Note to Speaker-

The Town of Bronson Council values citizen comments and input. If you wish to speak to the Town Council please fill out the information on the top of this form and turn in to the Town Clerk, Kelli Brettel no later than Thursday prior to the next scheduled meeting.

Unless the time limit is changed by the Town Council, speaker's comments are limited to five (5) minutes.

Speakers during the Public Forum must be residents or property owners within the city limits of Bronson.

When the Mayor calls your name, please approach the podium, state your name for the record, and speak clearly so the Town Council may hear your comments.

Signed: \_\_\_\_\_

Date: 10/29/2018

**RESOLUTION 06-05**  
**TOWN OF BRONSON**

Doc# 480705  
09/13/2008 2:49PM  
Filed & Recorded in Official Records of  
LEVY COUNTY Danny J. Shipp

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF BRONSON,  
FLORIDA SPECIFICALLY ADOPTING NEW RULES OF PROCEDURE TO  
REFLECT PROCEDURES FOR TOWN COUNCIL MEETINGS; PROVIDING FOR  
CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN  
EFFECTIVE DATE**

**WHEREAS**, the Town council of the Town of Bronson deems it appropriate and necessary to create new rules of procedure to provide for procedure at Town Council meetings; and

**WHEREAS**, it is in the public interest and the public demands that meetings of the Town Council in handling the public's business, be conducted in an orderly and dignified manner. To this end, the following rules are established for the conduct of all persons attending a meeting of the Town Council.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF BRONSON, FLORIDA,**  
**THAT;**

**Section 1.** The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this resolution upon adoption thereof.

**Section 2.** This resolution hereby serves to create new rules of procedure to provide as follows:

- a. **Town Council Meetings.** All meetings of the Town Council of the Town of Bronson whether they be special or regular meetings shall be governed by the rules of order set forth herein. The presiding officer shall be in control of all Town Council meetings.
- b. **Citizen's Comments.** The Town Council may designate a portion of each regular meeting for the purpose of receiving public comment. Such comment shall be relevant to the business or affairs of the Town and should be limited to a maximum time limit of 5 minutes. Any person desiring to address the Town Council for more than 5 minutes must submit a written request to the Town Clerk no later than close of business on Thursday before the council meeting in order to be placed on the agenda. Each such request shall succinctly detail the matter to be brought before the town Council; shall contain the name, address, and phone number where the person can be reached if the need arises; and shall be dated and signed by the person. The person making such request shall be responsible for providing sufficient copies of any documents to be present to the Town Council.
- c. **Comment on Agenda Items.** Public comment on agenda items should be brief and concise.
- d. **Decorum to be maintained.** In every case where a person is recognized by the presiding officer to discuss an agenda item, he or she shall step to the podium, state his or her name and address for the benefit of the Town Clerk, and identify any group or organization that he or she represents. He or she shall succinctly state his or her position regarding the item before the Town Council. Order shall be maintained at each Town Council meeting and the presiding officer is empowered to order from the room any person who refuses to comply with these rules and regulations or with an order of the presiding officer. No person, other than a member of the Town Council and the person having the floor shall be permitted to enter any discussion, either directly or through a member of the Town Council, without permission of the presiding officer.
- e. **Enforcement of Decorum.** The Levy County Sheriff, or such member or members of the Sheriff's Office as he or she may designate, shall carry out all requests and instructions given by the presiding officer for the purpose of maintaining order and decorum at the Town Council meeting. At the request of the presiding officer, it shall be the duty of the Levy County Sheriff, or his designate, to remove any person who violates the order and decorum of the Council meeting, and, if necessary, place that person under arrest and cause him or her to be prosecuted under the provision of any applicable law.





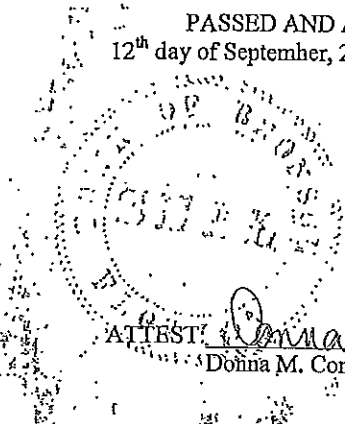
- f. **Consent Agenda.** The agenda of the Town Council shall include a consent agenda section. The Town Clerk shall list on the consent agenda routine items and items which the Town Clerk anticipates will be passed without, or with minimal, comment or discussion. Upon request by any council member, the presiding officer shall remove an item from the consent agenda in order to allow more detailed discussion. Upon removal from the consent agenda, any such item shall be considered immediately following passage of the consent agenda.
- g. **Waiver of Rules.** By majority vote, the Town Council may waive any of the provision set forth herein. By motion on a point of order, the Town Council may, at any time, limit or terminate a particular presentation or limit public comment in general, unless otherwise prohibited by law.

**Section 3.** All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of the conflict.

**Section 4.** If any clause, section, other part of application of this resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this resolution.

**Section 5.** This resolution shall become effective immediately upon passage and adoption.

PASSED AND ADOPTED by the Town Council of the Town of Bronson, Florida on the 12<sup>th</sup> day of September, 2006.

  
*Beatrice Mongo*  
Beatrice Mongo, Mayor

ATTEST: *Donna M. Conquest*  
Donna M. Conquest, Town Clerk

May 1 2018  
agenda

TOWN OF BRONSON  
 APPLICATION FOR LAND USE ACTION  
 BY LOCAL PLANNING AGENCY / TOWN COUNCIL  
 See attached Instructions

APPLICANT / AGENT		PHONE
Name: <u>Natalie Thomas</u>		
Address: <u>PO Box 941 Bronson, FL 32621</u>		
APPLICANT IS <input checked="" type="checkbox"/> IS NOT <input type="checkbox"/> THE OWNER OF RECORD (Attached Affidavit must be completed and executed if not)		
PROPERTY OWNER(S)		PHONE:
Name: <u>Anthony Thomas, Sr.</u>		
Address: <u>PO Box 941 Bronson, FL 32621</u>		
Name: <u>Natalie D. Thomas</u>		
Address: <u>same</u>		
PROPERTY DESCRIPTION		
Section-Township-Range	<u>17-12-17</u>	Total or Fraction of Acres: <u>8.75 acres</u>
Tax Parcel Number(s) (or attach legal description): <u>0045800000 and 0331800000</u>		
Location: <u>Main ST &amp; School ST</u>		
TYPE OF LAND USE ACTION REQUESTED (Also see Attached Instruction Form)		
<input checked="" type="checkbox"/> Change of Land Use Designation <input type="checkbox"/> Change of Zoning <input type="checkbox"/> Variance <input type="checkbox"/> Tree Removal <input type="checkbox"/> Conditional Use or Special Action <input type="checkbox"/> Minor Replat <input type="checkbox"/> Subdivision <input checked="" type="checkbox"/> Other (Specify) <u>Assign Land Use</u>		
CERTIFICATION		
I, the undersigned applicant, or applicant's agent hereby certify that the information contained in this application is true and correct to the best of my knowledge and belief. I hereby grant the appropriate Town personnel permission to enter the subject property during reasonable hours so that they may investigate and review this land use request. I further agree to pay or have paid those fees required by Resolution 02-05 of the Town Council before any action is taken or finalized.		
<u>Natalie D. Thomas</u> Signature (Owner or Agent)		<u>4.5.18</u> Date

**DO NOT WRITE BELOW - TOWN USE ONLY**

Application	Fee(s)	Application
Date Received: _____	\$ _____ +\$ _____ +\$ _____	Number: _____
Date found complete _____	Date(s) Received: _____	Date of Hearing _____

08/28/2018

**Account Information**  
WHERE AH.AccountID = 414

Customer Info:

Account # 0483  
 Name 1: Rodney Thomas Phone #: 352-246-3383  
 Name 2:  
 Mail Addr: 622 W THRASHER DR  
 Other Addr: Status: Inactive  
 City: BRONSON State: FL Postal Code: 32621  
 Date Moved Out: 10/01/2015

**Balance Due: \$414.20**

Premise Info:

Premise #: 0483 Book #:  
 Serv. Address: 686 W. THRASHER DR. Lot #:  
 City: <Not Set> State: Postal Code:  
 Route: 01 Class: 01 Base Code  
 Cycle: 01 Monthly Category: <Not Set>

Meter Information:

Charge Information:

Charge Name	Rate	Description	Units	Multiplier	Override Amt
Water	Wat01	Residential (CL)	0	0	0.00
TAX	TAX01	Residential (CL)	0	0	0.00
L/C	L/C01	Residential	0	0	0.00

Detailed Charges:

Charge Name	Rate	Beg. Bal	Cur. Charge	Cur. Paid	Balance
Water	Wat01	35.72	0.00	0.00	35.72
Garbage	Gar01	43.50	0.00	0.00	43.50
TAX	TAX01	7.54	0.00	0.00	7.54
L/C	L/C01	327.44	0.00	0.00	327.44
<b>Total:</b>		<b>414.20</b>	<b>0.00</b>	<b>0.00</b>	<b>414.20</b>

Deposit Information:

Code	Description	Amount	Int. Accr	Months On Time	Entry Date	Refund Date
------	-------------	--------	-----------	----------------	------------	-------------

## Shirley A. Miller

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**To:** Nick Durham  
**Subject:** RE: WordPress Theme Major Update Announcement

**From:** Nick Durham <[ndurham@nda.us.com](mailto:ndurham@nda.us.com)>

**Sent:** Monday, August 27, 2018 7:43 PM

**To:** Shirley A. Miller <[BronsonClerk@townofbronson.org](mailto:BronsonClerk@townofbronson.org)>

**Subject:** RE: WordPress Theme Major Update Announcement

Sounds great. Let's set some time up to discuss the site and we can go over any other questions you may have. When are you free?

Thanks!

**From:** Shirley A. Miller <[BronsonClerk@townofbronson.org](mailto:BronsonClerk@townofbronson.org)>

**Sent:** Monday, August 27, 2018 5:49 PM

**To:** Nick Durham <[ndurham@nda.us.com](mailto:ndurham@nda.us.com)>

**Subject:** RE: WordPress Theme Major Update Announcement

Nick,

This maybe a good time to discuss a new Town Website.

I am not familiar with all the services you provide for us or if it is something you would be interested in doing. I apologize I am not familiar with how you are contracted with the Town or how you began to update the current website.

I would love to discuss possible improvements to the Town Website and the impact to the below notice.

Thank you,

*Shirley A. Miller*

*Town Clerk*

*Town of Bronson*

*650 Oak Street*

*P.O. Box 266*

*Bronson, FL 32621*

*Phone: 352-486-2354*

*Fax: 352-486-6262*

*email:[bronsonclerk@townofbronson.org](mailto:bronsonclerk@townofbronson.org)*

Disclaimer: According to Florida Public Records Law, email correspondence to and from the Town of Bronson, including email addresses and other personal information, is public record and must be made available to the public and media upon request, unless otherwise exempt by the Public Records Law. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

**From:** Nick Durham <[ndurham@nda.us.com](mailto:ndurham@nda.us.com)>

**Sent:** Monday, August 27, 2018 4:08 PM

---

**To:** Shirley A. Miller <[BronsonClerk@townofbronson.org](mailto:BronsonClerk@townofbronson.org)>  
**Subject:** RE: WordPress Theme Major Update Announcement  
Yes, the TOB website.

**From:** Shirley A. Miller <[BronsonClerk@townofbronson.org](mailto:BronsonClerk@townofbronson.org)>

**Sent:** Monday, August 27, 2018 4:04 PM

**To:** Nick Durham <[ndurham@nda.us.com](mailto:ndurham@nda.us.com)>

**Subject:** RE: WordPress Theme Major Update Announcement

Nick,

What does this software support?

Is it used to continue our current Town of Bronson website?

Thank you,

*Shirley A. Miller*

*Town Clerk*

*Town of Bronson*

*650 Oak Street*

*P.O. Box 266*

*Bronson, FL 32621*

*Phone: 352-486-2354*

*Fax: 352-486-6262*

*email:[bronsonclerk@townofbronson.org](mailto:bronsonclerk@townofbronson.org)*

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**From:** Nick Durham <[ndurham@nda.us.com](mailto:ndurham@nda.us.com)>

**Sent:** Monday, August 27, 2018 1:15 PM

**To:** Shirley A. Miller <[BronsonClerk@townofbronson.org](mailto:BronsonClerk@townofbronson.org)>

**Subject:** FW: WordPress Theme Major Update Announcement

FYI...

**From:** Nick Durham

**Sent:** Wednesday, January 17, 2018 10:46 AM

**To:** Pamela Whitehead <[bronsonclerk@townofbronson.org](mailto:bronsonclerk@townofbronson.org)>

**Subject:** WordPress Theme Major Update Announcement

Pamela,

Below is a notice from the author of the WordPress theme we utilize. I have highlighted some important points...

From what they wrote it seems as though they will support our existing software through at least 2018. As we approach 2019, we will have to decide if/when we are moving to 2.x.

~~Please let me know if you have any questions or want to have a short call to discuss our strategy.~~

Thanks.

Nick

---

## **IMPORTANT ANNOUNCEMENT: TownPress 2.0**

TownPress was released more than two years ago and when it comes to software, two years is a long time. I learned a lot during this period and for the last few months I felt a strong urge to put all this new knowledge into my best selling theme to make it even better. To make it the best municipal WordPress theme ever. Let me introduce you to TownPress 2.0.

The 2.0 update will be available to any existing and future buyers of TownPress. However, there are couple of important things you should know.

### **2.0 Features**

- All the important features introduced in my latest municipal theme, [Pressville](#), are coming to TownPress as well.
- New and improved custom post types: listing directory with the map, events with recurring dates, advanced documents management, person directory, notices and galleries.
- Customization via WordPress customizer with live preview.
- Modularity of features: each post type comes as a separate plugin, so you can install only those you need for less bloat.
- Much, much cleaner and up to standards code for easier deep customization (don't forget to use a child theme for that though).
- Directory listings, events, documents and galleries will be compatible with the [Pressville theme](#), making switching between two themes much easier.
- Many major and minor improvements.

### **1.x Compatibility and Support**

- **TownPress 2.0 won't be compatible with the previous version (1.x).** It is basically the brand new theme built upon the TownPress design. This applies to theme options, menus, widgets, custom posts (events, documents, galleries), custom shortcodes, color schemes and code modifications. Basically everything. That means that if you want to apply this update to an existing site running TownPress 1.x, be very careful and ideally hire a professional for the job.
  - Since I understand that incompatibility with the 1.x is a big deal, the **1.x will still be supported**. Once the 2.0 will be released, you will find the latest version of 1.x in the full package downloaded from ThemeForest. I will be releasing updates for 1.x to fix any critical bugs for at least several months. However, I won't be updating the 1.x with the latest version of WPBakery Page Builder (formerly Visual Composer), but the latest bundled version of this plugin can be always found in the Plugins folder in the full package.
- 
-

- The current plan for 1.x support is to keep it supported until the end of 2018 (or longer, if needed). However, this applies only to customers who will buy the theme before the release of 2.0 (which should be in January 2018) and will have a valid support. For all others, I will be happy to provide my 5\* star support for TownPress 2.0 version.
- If you plan to stick to 1.x after the 2.0 release, then make sure to deactivate the Envato Market plugin to avoid updating to 2.0 accidentally.

### 2.0 Beta

- 2.0 beta will be available in the next TownPress update (1.6.0). You will find the installable .zip in the Beta folder of the full package downloaded from ThemeForest.
- Even though it will be technically a beta, there shouldn't be any major issues, so if you are building a new site, I strongly encourage you to use the beta instead of the 1.x version.
- If you come across any issues in the beta version, feel free to post them here in this forum or send me a PM. I will be updating the beta version until the official release of 2.0, so any issues will be sorted out as soon as possible.
- Please note that **TownPress 2.0 requires PHP 5.6 or higher**, so make sure to check your server setting before you install it (contact your hosting provider if you are not sure about this).
- Do not use updater plugins such as Envato Market during the beta period to avoid accidental downgrade to 1.x.

### Date and Pricing

- TownPress 2.0 release is planned for January 2018. However, this can change based on the feedback I get from the beta version.
- I will be changing the price of TownPress to \$69 once the 2.0 is released.

## Shirley A. Miller

---

**From:** Nathan E. Thornton <nathan@thenetgrouponline.com>  
**Sent:** Thursday, August 09, 2018 9:46 AM  
**To:** Pamela Whitehead  
**Subject:** RE: Town of Bronson, FL  
**Attachments:** MadisonBOCC Letter.pdf; dannyshipp.jpg; KHC Letterhead-2.pdf; NET Online Reference Letter 10.3.17 (002).pdf; Reference - The Net Group 2017.pdf; SKMBT\_C22016100408300.pdf; 2016\_12\_06\_14\_54\_29.pdf; 20180523120405649.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Mrs. Miller,  
I wanted to reach out to you about improving the website for the Town of Bronson. I know that you are new and wasn't sure if redoing the website would be on your priority list. We do a lot of County and Municipal work. We actually handle the website for the Levy County Clerks Office. I have attached some letters of recommendation. Let me know if you are interested ☺

Thank you,

*Nathan E. Thornton*  
*The NET Group Online, Inc.*  
President / Creative Director  
1397 South Water Street  
Starke, FL 32091  
Tel: 904-263-8356  
Email: [nathan@thenetgrouponline.com](mailto:nathan@thenetgrouponline.com)  
[www.thenetgrouponline.com](http://www.thenetgrouponline.com)



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# Board of County Commissioners Madison County, Florida

## COUNTY COMMISSIONERS

- Dist. 1 **Alston Kelley** • 850-464-0896  
476 NW Whispering Pines Loop •  
Madison FL 32340
- Dist. 2 **Wayne Vickers** • 850-929-4555  
PO Box 74 • Pinetta FL 32350
- Dist. 3 **Ronnie Moore** • 850-948-2043  
6513 NW Lovett Rd • Greenville FL 32331



Madison County is an Equal Opportunity Employer

## COUNTY COMMISSIONERS

- Dist. 4 **Alfred Martin** • 850-464-4616  
216 SW Summerset Way • Madison FL 32340
- Dist. 5 **Rick Davis** • 850-971-5715  
PO Box 291 • Madison FL 32341

BOCC ADMINISTRATIVE OFFICE  
Phone 850-973-3179 • Fax 973-6880  
mccoord@madisoncountyfl.com  
www.madisoncountyfl.com

## MEMO

**TO:** To Whom It May Concern

**FROM:** Sherilyn Pickels, Assistant County Coordinator

**DATE:** July 20, 2018

**SUBJECT:** The NET Group Online, Inc.

To Whom It May Concern,

It is my pleasure to write this letter of recommendation for The NET Group Online, Inc. I first met Nathan a few months ago when he was working with another local agency. At that time we discussed some ideas, but basically used that interaction as a basic introduction to him and his company. Fast forward to May of this year, and I realized just how great of a company they are.

We were unfortunately told that our current county website would no longer be hosted by the company we have dealt with for 10 years. We were given very short notice to make other arrangements. I don't have to tell you how important it is for a County Government website to be up and running with minimal interruptions!

I immediately contacted Nathan to see if he could assist. I have not been disappointed. Nathan jumped right in and began designing an upgraded, ADA compliant site for us. He handled everything with our previous website administrator and provided us with a seamless transition to a new and improved county website! As a fiscally constrained county, we were concerned what affect this would have on our budget. Nathan and The NET Group Online, Inc. have worked with us to provide a fair price for the service they offer, and even went so far as to allow us to break our total into payments.

I highly recommend The NET Group Online, Inc. for any web design and/or hosting issues you may need. They are polite, efficient and very responsive to any requests you may have. I look forward to a continued relationship with them for many years to come.

Sincerely,

*Sherilyn Pickels*



██████████ • 355 South Court Street  
Bronson, Florida 32621-0610 • Phone: (352) 486-5266

**Danny J. Shipp**  
*Clerk Of Court, Levy County*

A stylized illustration of a building with a flag and a boat on the water below it.

Levy County Clerk of Courts  
355 S. Court Street  
Bronson, Fl. 32621  
Date

Nathan Thornton,  
President/Creative Director  
The NET Group Online, Inc.  
1397 South Water Street  
Starke, FL 32091

To Whom This May Concern:

We recently contracted work with Nathan, The NET Group, and even though it's been a short time we have been extremely pleased with his performance and quality of work.

Nathan appears to be a bright and personable individual. Self-motivated and well capable of achieving any goal he has set. He has promptly completed the tasks we have given him and has great ideas for our future with enhancement to our website.

If you would like more information on Nathan Thornton please feel free to give me a call (352-486-5266)

Sincerely,

*Danny J. Shipp*

Clerk of Court  
Levy County

**Shirley A. Miller**

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**From:** sw@stevenwarm.com  
**Sent:** Tuesday, August 21, 2018 10:17 AM  
**To:** Shirley A. Miller  
**Subject:** election  
**Attachments:** Fla\_Stat\_ § 100\_3605.htm

Shirley:

Subject to further research should the Town want to pursue it, it would appear from the attached statutory provision that a change of date for the local election for Council can be accomplished by ordinance. The ordinance would not only change the date but would have to cover the status of council members during any hiatus that the change would encompass. I'm not sure at the moment what the charter provides on this and that would have to be consulted first as a precaution, but the likelihood is that an ordinance would accomplish the result.

SW

Steven Warm, Esquire  
Attorney and Counselor at Law  
3867 SW 93rd Terrace  
Gainesville, Florida 32608  
Tele: (352) 373-8279  
E-mail: [SW@stevenwarm.com](mailto:SW@stevenwarm.com)

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# Fla. Stat. § 100.3605

The Florida code and constitution are current through the 2018 Second Regular Session of the 25th Legislature.

- [LexisNexis® Florida Annotated Statutes](#)
- [Title IX. Electors and Elections. \(Chs. 97 — 107\)](#)
- [Chapter 100. General, Primary, Special, Bond, and Referendum Elections. \(§§ 100.011 — 100.381\)](#)

## § 100.3605. Conduct of municipal elections.

(1) The Florida Election Code, chapters 97-106, shall govern the conduct of a municipality's election in the absence of an applicable special act, charter, or ordinance provision. No charter or ordinance provision shall be adopted which conflicts with or exempts a municipality from any provision in the Florida Election Code that expressly applies to municipalities.

(2) The governing body of a municipality may, by ordinance, change the dates for qualifying and for the election of members of the governing body of the municipality and provide for the orderly transition of office resulting from such date changes.

## History

S. 2, ch. 95-178.

 Hide section **Annotations**

## Opinion Notes

### OPINIONS OF ATTORNEY GENERAL

City may, by the same referendum, amend its charter to change the terms of elected officers from two years to four years and extend the terms of the currently elected mayor and two of the commissioners by one additional year. Charter amendments designed to effectuate changes in the term of office of municipal officers such as changing from a two-year to a four-year term do not fall within the scope of the exception contained in Fla. Stat. §§ 166.021(4) and 100.3605(2) and must be accomplished by referendum. AGO 2009-47, [2009 Fla. AG LEXIS 79](#).

~~The title for Chapter 95-178, Laws of Florida reflects an intent of the Legislature to permit municipalities to amend their charter to change the election dates and qualifying periods for candidates, including any changes in terms of office necessitated thereby, without referendum. Such an intent would appear to include those matters in the charter~~

required for the orderly transition of office resulting from such election date changes. AGO 2007-40, 2007 Fla. AG LEXIS 47.

City charter may be amended by ordinance to change the date of the yearly organizational meeting at which the vice-mayor is selected; however, any other change to the charter relating to the organizational meeting would require approval by the electorate. AGO 2007-40, 2007 Fla. AG LEXIS 47.

Rather than require city to continually amend its charter to permit the election of municipal officers at the same time as a presidential preference primary every four years, Fla. Stat. § 100.3605(2) and Fla. Stat. § 166.021(4) provide sufficient authority to permit the city council, by ordinance, to amend the charter to change the date for the regular municipal election date from the first Tuesday in February of each even numbered year to a date that corresponds with the State of Florida Presidential Primary every four years. AGO 2007-34, 2007 Fla. AG LEXIS 40.

Fla. Stat. § 100.3605(2) and Fla. Stat. § 166.021(4) provide sufficient authority for the city council to amend by ordinance the city charter to provide for a special candidate qualification date in years in which there is a State of Florida Presidential Preference Primary. AGO 2007-34, 2007 Fla. AG LEXIS 40.

A city council may not amend its city charter by ordinance, and without referendum, to change the amount of salary or compensation paid to the mayor and city council members. AGO 2006-10, 2006 Fla. AG LEXIS 6.

Charters or charter provisions adopted or readopted subsequent to the adoption of the Municipal Home Rule Powers Act in 1973 must comply with the procedures set forth in Fla. Stat. § 166.031, which require that an ordinance passed by the governing body of the city amending the charter be approved by referendum of the voters. AGO 2006-10, 2006 Fla. AG LEXIS 6.

Charters or charter provisions adopted or readopted subsequent to the adoption of the Municipal Home Rule Powers Act in 1973 may only be amended as provided in Fla. Stat. § 166.031; accordingly, the City of Belleair Beach and the Town of Kenneth City may not amend their charters by ordinance to change the date of the induction of newly elected council members, absent referendum approval or absent a change by the Legislature to the Florida Statutes. AGO 2005-57, 2005 Fla. AG LEXIS 63.

The City of Lauderdale Lakes, pursuant to sections 166.021(4) and 100.3605, Florida Statutes, may amend its city charter by ordinance to move the dates of city elections from March to November to coincide with federal, state, and county elections, and to extend the terms of the sitting commissioners to November, when the existing charter was last amended in January 1998. AGO 2003-52, 2003 Fla. AG LEXIS 96.

Pursuant to Fla. Stat. § 100.3605, a city may by ordinance amend its city charter to move the dates of city elections from April to November to coincide with federal, state, and county elections and to extend the terms of the sitting commissioners to November. AGO 2000-61, 2000 Fla. AG LEXIS 62.

The city council, acting pursuant to sections 100.3605 and 166.021(4), Florida Statutes, may amend the city charter by ordinance and without referendum for the purpose of changing municipal election dates and qualifying periods for candidates and for the adjustment of terms of office necessitated by such date changes. AGO 2013-05, 2013 Fla. AG LEXIS 5.

## Research References & Practice Aids

### RESEARCH REFERENCES & PRACTICE AIDS

#### Florida Statutes references

Chapter 97. Qualification and Registration of Electors, F.S. § 97.0115. Preemption.

Chapter 101. Voting Methods and Procedure, F.S. § 101.657. Early voting.

LexisNexis® Florida Annotated Statutes

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## **PART I - CHARTER**

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[EMAIL SECTION](#)[COMPARE VERSIONS](#)

AN ACT To Abolish the Present Municipal Government of the Town of Bronson, Levy County, Florida, and To Create and Establish a Municipal Corporation To Be Known as the Town of Bronson, To Define Its Territorial Limits; Provide for Its Government, and Prescribe Its Jurisdiction and Powers and Provided That This Act Shall Become Effective Upon Its Passage and Approval by the Governor, or Its Becoming a Law Without Such Approval.

*Be It Enacted by the Legislature of the State of Florida:*

### **Sec. 14. - General election.**

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[EMAIL SECTION](#)[COMPARE VERSIONS](#)

A general election shall be held on the second Tuesday in September of each odd year for the purpose of choosing elective officers of the town of Bronson, in the manner provided for by ordinances.

*(Laws of Fla., Ch. 71-558, § 2)*

### **Sec. 12. - Terms of councilmen.**

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[EMAIL SECTION](#)[COMPARE VERSIONS](#)

The term of said officers provided by this Charter shall be as follows: At the election to be held in September 1971, the three (3) candidates for the Town Council receiving the highest number of votes shall be elected for a term of four (4) years; the next two (2) candidates with the highest number of votes received shall be elected for a term of two (2) years, provided, however, that any such officers heretofore elected to fill an office in and for the Town of Bronson, whose term of office will not have expired at the time of said election in September 1971, shall continue to hold said office until the time at which his term of office will expire under the government of the said Town of Bronson. After [the] September 1971 elections, councilmen shall be elected for a four (4) year term or until their successors shall have duly qualified. Elections shall be held thereafter each odd year for the purpose of choosing elective councilmen.

*(Laws of Fla., Ch. 59-1123, § 1; Laws of Fla., Ch. 63-1147, § 1; Laws of Fla., Ch. 71-558, § 1)*

### **Sec. 13. - Qualification of candidates.**

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[EMAIL SECTION](#)[COMPARE VERSIONS](#)

Any qualified elector meeting the requirements of said town charter may become a candidate for any of the elective offices of the town of Bronson by filing in writing with the town clerk his or her desire to be a candidate for such office at least fifteen (15) days prior to the election to be held annually on the first (1st) Tuesday of October, beginning on October 6, 1959, and annually thereafter. Notice of said election shall be announced at least ten (10) days before said election and notice shall be given by publication in a local newspaper and by posting in [and] about the town of Bronson, Florida, in at least three (3) conspicuous places the holding of said election and the town council is hereby granted the power to pass ordinances prescribing the form of ballots to be used, manner of calling, conducting, canvassing and making of all elections of municipal offices; any state law touching elections generally to the contrary notwithstanding. The council by

ordinance shall prescribe the manner in which elective officers may be recalled by vote of the qualified electors.

*(Laws of Fla., Ch. 59-1123, § 2)*

## **Sec. 15. - Council to be judge of qualifications and election of members; filling of vacancies.**

[SHARE LINK TO SECTION](#) [PRINT SECTION](#) [EMAIL SECTION](#) [COMPARE VERSIONS](#)

The Town Council shall judge the qualifications, election and returns of its members, and shall prescribe rules for the determination of contested elections. All vacancies in terms occurring in said Council shall be filled by the votes of a majority of the remaining members of said Town of Bronson, and if a member of said Town Council shall remove himself outside the Town Limits, the said Town Council shall have a right to declare his office vacant and proceed to elect his successor.

Councilmen shall be elected for a term of two years, except in the event of vacancies, which is herein otherwise provided for. If a successor be appointed to fill any vacancy on the Council, he or she shall hold office only until the next election.

As an alternative means of filling vacancies, the remaining Town Council members may, at their discretion, call a Special Election for filling vacancies. Said election shall be governed by [Chapter 8](#) of the Town Code of Ordinances and by the General Elections Laws of the State of Florida.

*(Ord. No. 04-04, § 1, 7-26-2004)*



**Shirley A. Miller**

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**From:** Bruce Greenlee  
**Sent:** Tuesday, August 28, 2018 3:14 PM  
**To:** Shirley A. Miller  
**Subject:** Fwd: Levy County Easement Relocation

Gonna need this on next agenda for discussion

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

**From:** Dallas Riker <dallas@fmsbuildingdepartment.com>  
**Date:** 8/6/18 3:50 PM (GMT-05:00)  
**To:** "Bruce Greenlee (seat5@townofbronson.org)" <seat5@townofbronson.org>  
**Subject:** Levy County Easement Relocation

Good afternoon,

I have received a price for the moving of the easement for Levy County. The quote for reviewing the application, reviewing the Town's Code, and preparing a staff report would be an amount not to exceed \$1,075. That fee equates to 10 hours of staff time. Please note that This quote does not include presentation of the report to the Town Commission or meetings with Town staff. Please review these fees and let us know if the town agrees so we can begin.

Thank you

Dallas Riker

*Florida Municipal Services, Inc.*

352-628-7904 (office)u

352-476-3283 (cell)

352-628-7758 (fax)