

TOWN OF WELAKA

REGULAR ZONING BOARD MEETING

AGENDA

August 29, 2023 at 5:05 PM
Honorable Willie Washington, Jr. Town Council Room
400 4th Ave., Welaka, FL 32193

(This meeting will be broadcasted, for view only, on the Town of Welaka Facebook page)

1. **CALL TO ORDER:** by Chairman David Jeltos
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** by Town Clerk, Meghan Allmon
 - Chairman David Jeltos
 - Lenore Toole
 - Les Thomas
 - Pamela Washington
 - Jennifer Burres
 - Town Attorney Patrick Kennedy
4. **APPROVAL OF CURRENT AGENDA**
5. **APPROVAL OF PREVIOUS MINUTES:** August 17, 2023 Meeting Minutes
6. **NEW BUSINESS:**
 - a. Resignation of Marianne Milledge from Welaka Zoning Board
 - b. Welcoming Pamela Washington to the Welaka Zoning Board
 - c. Welcoming Jennifer Burres to the Welaka Zoning Board
 - d. Presentation of FRDAP Grant: Welaka Pickleball Park, Phase 1 for \$200,000.00
 - e. Presentation of FRDAP Grant: Jefferson Smith Park, Phase 1 for \$200,000.00
7. **OLD BUSINESS:** None.
8. **PUBLIC COMMENT**
9. **ADJOURN**

TOWN OF WELAKA
ZONING BOARD MEETING
August 17, 2023 @ 6:00 P.M.
Honorable Willie Washington, Jr. Council Room
400 4th Ave., Welaka FL 32193

MINUTES

1. **CALLED TO ORDER** by Chairman David Jeltos at 6:00 PM
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALLED** by Town Clerk, Meghan Allmon: Chairman David Jeltos - present; Lenore Toole - present; Les Thomas – absent; Marianne Milledge - present; and Town Attorney Patrick Kennedy - absent. Three members are present.
4. **APPROVAL OF PREVIOUS MINUTES:**
 1. **July 20, 2023, Zoning Board Meeting Minutes.**

Corrections:
Toole - Page 2 in the middle, near Chad and Kennedy, it should say “sense.”
Toole - Page 4 almost to the bottom, near boat basin, not sure what “whese” means.
Town Clerk agreed to edit these 7/20/23 minutes.

Motion Made by Toole to accept the 7/20/23 Minutes with corrections, Seconded by Milledge.
Passed 4/0.
5. **NEW BUSINESS:** None.
6. **OLD BUSINESS:**

Jeltos: Nothing new to review. Kennedy said he will email the next chapter to the Town Clerk on Monday, and she can print them for everyone’s binders.
Toole – no need to discuss anything since Kennedy is absent. She’d like to know, within the next few days, what does the Town Attorney consider the zoning category designation to be for Lazy Days?
Jeltos – nothing else to discuss.
7. **PUBLIC COMMENT:** None.
8. **ADJOURNED:** 6:05 PM

Town Clerk

From: Marianne Milledge <mspeas@bellsouth.net>
Sent: Tuesday, August 22, 2023 2:53 PM
To: Town Clerk; David Jeldes; Jamie Watts
Subject: Resigning

Good afternoon Megan,

I have been struggling with this decision and I have decided to resign from the zoning board effective today August 22, 2023.

Sincerely,
Marianne Milledge

Sent from my iPad



Town of Welaka
BOARD VOLUNTEER APPLICATION

CODE ENFORCEMENT BOARD

ZONING BOARD

TREE BOARD

Please circle the Board you are interested in volunteering for. You may choose more than one.

Personal Contact Information

Date: 8-24-23 Name: Pamela D. Washington
Current Address: 996 Elm Street / PO Box 249 Welaka, FL 32193
Phone - Home: (386) 467-3169 Cell: (386) 546-6324
Email Address: pam.washington917@gmail.com

Emergency Contact Information

Name: Cynthia Washington Relationship with Volunteer: Sister in Law
Phone: Home: N/A Cell: (386) 559-0305

Education:

Patterson High School - Graduated High School 1979
Patterson Georgia

Employment History (Current employer or previously retired from, if applicable):

Putnam County Board of County Commission
Paketa, FL - Zoning Specialist 29 years Retired
Planning + Development Services

Which Council Member recommended you for this position?

Kathy Washington

Special training, skills, hobbies:

Motorcycles, Slingshot, Volunteering my Church

Groups, clubs, organizational memberships:

Member of New Saint Paul Church - 745 Lawrence St, Seville, FL

Do you have a Driver's License? Yes No

References:

Please list 3 people who know you well and can attest to your character, skills, and dependability. Include your current or last employer.

Name/Organization	Relationship to You	Phone	Length of Relationship
<u>Pastor Jarvis E. Wright, Sr.</u>	<u>Pastor</u>	<u>(386) 546-1956</u>	<u>10 years</u>
<u>Pastor Karl A. Flagg</u>	<u>Pastor</u>	<u>(386) 328-6898</u>	<u>15 years plus</u>
<u>Leo Wadeson</u>	<u>Friend / Coworker</u>	<u>(386) 329-0307</u>	<u>29 years plus</u>

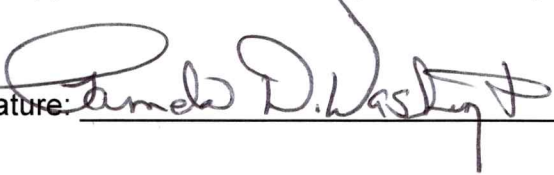
Please read the following before signing this Application:

Privacy Practice Statement: We protect your personal information and adhere to all legislative requirements with respect to privacy. We do not rent, sell, or trade our lists of volunteers. We use your personal information to keep informed and up to date activities of the organization and its specific programs including, but not limited to; opportunities to volunteer, upcoming events, educational opportunities, and seasonal greeting.

I understand that this is an application for and not a commitment or promise of volunteer opportunity. I certify that I have and will provide information throughout the

selection process, including on this application for a volunteer position and in interviews that is true, correct and complete to the best of my knowledge. I certify that I have and will answer all questions to the best of my ability and that I have not and will not withhold any information that would unfavorably affect my application for a volunteer position. I understand that information contained on my application will be verified. I understand that misrepresentations or omissions may cause for my immediate rejection as an applicant for a volunteer position or my termination as a volunteer.

Signature: _____


Pamela D. Washburn

Date: _____

8-24-23



Town of Welaka
Board Volunteer Application

ZONING BOARD

Please circle the Board you are interested in volunteering for: (you may choose more than one)

Personal Contact Information

Date: Aug 13 2023 Name: Jennifer Burres
Current Address: 458 River Hill Dr Welaka FL 32193
Phone - Home: NIA Cell: 9045890612
Email Address: Jenniferburres@gmail.com

Emergency Contact Information

Name: Donald Burres Relationship with Volunteer: Father
Phone: Home: NIA Cell: 9046695840

Education: Firefighter Paramedic, Numerous FEMA Courses.

Employment History (Current employer or previously retired from, if applicable):
Putnam County Fire Rescue

Special training, skills, hobbies:
FEMA Incident Command & National Response
Coursework & experience: Historic preservation
& Antique Enthusiast.

Which Council Member recommended you for this position?

Jamie Watts

Groups, clubs, organizational memberships:

Women in Fire, North East Florida Association of Realtors,
Local 3529 Fire Union, South point Community Christian

Do you have a Driver's License? Yes No

References:

Please list 3 people who know you well and can attest to your character, skills, and dependability. Include your current or last employer.

Name/Organization	Relationship to You	Phone	Length of Relationship
<u>Damon Rust</u> <u>Putnam County Fire/Rescue</u>	<u>Captain</u>	<u>904-591-0482</u>	<u>3yrs.</u>
<u>Ryan Westover</u> <u>Bridge City Real Estate</u>	<u>Manager</u>	<u>904-347-9203</u>	<u>5 years</u>
<u>Anell Harper</u> <u>Anell Harper</u>	<u>Business mentor</u>	<u>813-380-1986</u>	<u>7 years</u>

Please read the following before signing this Application:

Privacy Practice Statement: We protect your personal information and adhere to all legislative requirements with respect to privacy. We do not rent, sell, or trade our lists of volunteers. We use your personal information to keep informed and up to date activities of the organization and its specific programs including, but not limited to; opportunities to volunteer, upcoming events, educational opportunities, and seasonal greeting.

I understand that this is an application for and not a commitment or promise of volunteer opportunity. I certify that I have and will provide information throughout the selection process, including on this application for a volunteer position and in interviews that is true, correct and complete to the best of my knowledge. I certify that I have and will answer all questions to the best of my ability and that I have not and will not withhold any information that would unfavorably affect my application for a volunteer position. I understand that information contained on my application will be verified. I understand that misrepresentations or omissions may cause for my immediate rejection as an applicant for a volunteer position or my termination as a volunteer.

Signature: Jennifer R. Burres Date: 8/13/23

**FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP)
DEVELOPMENT
PROJECT BUDGET DETAIL**

Project Name: Welaka Pickleball Park Phase I

Grantee Name: Town of Welaka

The project reimbursement is limited to one (1) invoice upon completion of all Project Elements listed below and submittal of all Deliverables and required documentation identified in the table below. Completion Documentation required prior to Reimbursement Request.

Project Tasks, Deliverables and Required Documentation

Task #1: Development of: _____	Amount of Costs to be Paid with Grant Funds	Amount of Costs to be Paid with Grantee Match	Deliverables and Documentation To Be Submitted Upon Completion And Before Reimbursement Can Be Approved
<u>(List each Primary project element)</u>	Provide Budget Detail	Provide Budget Detail	
Pickleball Courts - Other - New	\$80,000.00	0.00	Project Completion Certification
Tennis Courts - New	\$40,000.00	0.00	Final as-built site plan
Picnic Facility - New	\$20,000.00	0.00	Florida Recreation and Parks Inventory Form
Playground - Renovation	\$10,000.00	0.00	Color Photographs of Project
			Notice of Limitation of Use
			Boundary Survey

<u>(List each Support project element)</u>			
Water Fountain - New	\$ 2,500.00	0.00	
Restroom - Renovation	\$ 7,500.00	0.00	
Fencing - Renovation	\$ 2,500.00	0.00	
Signage - Renovation	\$ 2,500.00	0.00	
Parking - Renovation	\$ 2,500.00	0.00	
Bleachers - Renovation	\$ 2,500.00	0.00	
Application Preparation, Grant Administration, Surveys	\$30,000.00	0.00	
*All work will be completed in accordance with the approved plans.			
TOTALS:	\$ 200,000.00	\$ 0.00	

Performance Standard: Approval of deliverables is based upon review for compliance with the requirements for funding under the Florida Recreation Development Assistance Program (FRDAP); approved plans and application approved for funding.

**FLORIDA RECREATION DEVELOPMENT ASSISTANCE PROGRAM (FRDAP)
DEVELOPMENT
PROJECT BUDGET DETAIL**

Project Name: Jefferson Park Phase I

Grantee Name: Town of Welaka

The project reimbursement is limited to one (1) invoice upon completion of all Project Elements listed below and submittal of all Deliverables and required documentation identified in the table below. Completion Documentation required prior to Reimbursement Request.

Project Tasks, Deliverables and Required Documentation

Task #1: Development of: <u>Jefferson Park</u>	Amount of Costs to be Paid with Grant Funds	Amount of Costs to be Paid with Grantee Match	Deliverables and Documentation To Be Submitted Upon Completion And Before Reimbursement Can Be Approved
<u>(List each Primary project element)</u>	Provide Budget Detail	Provide Budget Detail	
Picnic Facilities - New	\$20,000.00	0.00	Project Completion Certification
Basketball Court - Renovation	\$25,000.00	0.00	Final as-built site plan
Baseball Field - Renovation	\$ 8,500.00	0.00	Florida Recreation and Parks Inventory Form
Picnic Facility - Renovation	\$20,000.00	0.00	Color Photographs of Project
Playground - Renovation	\$70,000.00	0.00	Notice of Limitation of Use
Exercise Trail - Renovation	\$ 2,500.00	0.00	Boundary Survey
Shuffleboard Court - Renovation	\$ 1,500.00	0.00	

