
CITY COUNCIL REGULAR SESSION

CITY OF LAKE CITY

February 01, 2021 at 6:00 PM

Venue: Columbia County School Board Administrative Complex Auditorium

AGENDA

Due to the COVID-19 social distancing requirements, the City of Lake City will meet at the Columbia County School Board Administrative Complex Auditorium located at 372 West Duval Street, Lake City, FL 32055. The meeting will also be available via communications media technology.

CMT instructions are located at the end of this Agenda.

Pledge of Allegiance

Invocation - Mayor Stephen Witt

Roll Call

Proclamations

- [1.](#) Black History Month - Befaihtful Coker and students will be in attendance to accept the proclamation.

Minutes - none

Approval of Agenda

Approval of Consent Agenda

- [2.](#) Lake City Police Department is changing from the current COBAN camera system to Motorola/Watchguard camera system as it is best suited for the Department's operational needs. The new camera system includes features that enhance officer safety and accountability. Request is to reclassify funds from one asset to another: account 001.11.521.030.46 "Utility Rocket Annual Maintenance (Support) \$3,000 and account 001.11.521.060.64 VHF Infrastructure Upgrades \$19,000.00 for a total of \$22,000.00. Reclassification will be to purchase new camera system as per Motorola Quote 1379033 (10 Sierra Wireless Modems - 5 year Essential Elite) at a cost of \$20,914.00.

Presentations - none

Persons Wishing to Address Council

Citizens are encouraged to participate in City of Lake City meetings. The City of Lake City encourages civility in public discourse and requests that speakers direct their comments to the Chair. Those attendees wishing to share a document and or comments in writing for inclusion into the public record must email the item to submissions@lcfla.com no later than noon on the day of the meeting. Citizens may also provide input to individual council members via office visits, phone calls, letters and e-mail that will become public record.

Old Business

Ordinances

Open Public Hearing

- [3.](#) Ordinance No. 2020-2167 (final reading) - An ordinance of the City of Lake City, Florida, amending Ordinance No. 91-688, as amended, relating to an amendment to the text of the City of Lake City Comprehensive Plan, pursuant to Application, CPA 20-06, by the City Council, under the amendment procedures established in sections 163.3161 through 163.3248, Florida Statutes, as amended; providing for amending Policy I.1.2 of the Future Land Use element by changing the floor area ration from less than or equal to 0.50 to less than or equal to 1.0 within the Industrial Land Use classification; repealing all ordinances in conflict; and providing an effective date.

Passed on first reading 11/16/2020

Close Hearing

Adopt City Council Ordinance No. 2020-2167 on final reading.

Open Public Hearing

- [4.](#) City Council Ordinance No. 2021-2177 (final reading) - An ordinance of the City of Lake City, Florida amending the code of the City of Lake City, Florida to provide for lien amnesty and forgiveness of fines and liens associated with code enforcement proceedings.

Motion to postpone on first reading 1/4/2021

Reintroduced and passed on first reading 1/19/2021

Close Hearing

Adopt City Council Ordinance No. 2021-2177 (final reading)

Open Public Hearing

- [5.](#) City Council Ordinance No. 2021-2179 (final reading)- An ordinance of the City of Lake City, Florida, amending Section 22-3 of Chapter 22, Article I, of the

Code of the City of Lake City, Florida; providing for the explicit adoption of appendices identified in the Florida Building Code: providing for severability; providing for repeal of ordinances in conflict; providing for codification; and providing an effective date.

Close Hearing

Adopt City Council Ordinance No. 2021-2179 (final reading)

New Business

Ordinances

- [6.](#) City Council Ordinance No. 2020-2175 - (first reading) An ordinance of the City of Lake City, Florida, to provide for the waiving and suspension of water and sewer impact fees for a period of twelve (12) months as an inducement for economic development; requiring any applicant seeking to take advantage of the development incentive to apply for and acquire a building permit and commence construction of the development prior to the expiration of the development period; providing for severability; providing for conflicts; and providing an effective date.

Note: This ordinance was recommended to City Council for consideration by the Utility Advisory Committee on December 29, 2020.

Adopt City Council Ordinance No. 2020-2175 (first reading)

Resolutions

- [7.](#) City Council Resolution No. 2021-011 - A resolution of the City Council of the City of Lake City, Florida, authorizing the Lake City Police Department to enter into a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center, to coordinate services to victims and survivors of domestic violence.
- [8.](#) City Council Resolution No. 2021-012 - A resolution of the City Council of the City of Lake City, Florida, authorizing the Lake City Police Department to enter into a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center, to coordinate services to adult and adolescent victims and survivors of rape.
- [9.](#) City Council Resolution No. 2021-016 - A resolution of the City Council of the City of Lake City, Florida, ratifying the Mayor's extension of the State of Emergency arising from the Covid-19 Public Health Emergency.
- [10.](#) City Council Resolution No. 2021-017 - A resolution of the City Council of the City of Lake City, Florida, authorizing the donation of real property to the Board

of County Commissioners of Columbia County, Florida, in accordance with the terms and conditions of an "Agreement to Donate Land" for the paving projects associated with Cypress Lake Road and Charles Terrace; authorizing the Mayor's execution of instruments conveying the real property; and providing for an effective date.

- [11.](#) City Council Resolution No. 2021-020 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of Task Assignment Number Four to the continuing contract with Jones, Edmunds & Associates, Inc., for professional consulting services related to the preparation of an Emergency Response Plan; and authorizing payment for the consulting services totaling \$45,545.00.

Note: This item was recommended to City Council for consideration by the Utility Advisory Committee on January 14, 2021.

- [12.](#) City Council Resolution No. 2021-021 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of Task Assignment Number Five to the continuing contract with Jones Edmunds & Associates, Inc., for professional consulting services and the preparation of a Water Main Routing Study to provide recommendations to the City related to providing potable water utility service from the Price Creek Water Treatment Plant to the North Florida Mega Industrial Park; and at a cost not-to-exceed \$38,900.00.

Note: This item was recommended to City Council for consideration by the Utility Advisory Committee on January 14, 2021.

Other Items

- [13.](#) Discussion and Possible Action: Recommendations from Utility Advisory Committee (Joseph Helfenberger)

During the January 14, 2021 Utility Advisory Committee Meeting the following motions were brought forward as recommendations for consideration by the City Council:

Mr. Sampson made a motion to recommend to City Council for consideration, stating the City is dedicated to providing utilities for Lake City and all of Columbia County. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed on a 10-0 vote.

Mr. Sampson made a motion to recommend to City Council for consideration, stating the City and County will work together to develop a five year strategic plan for countywide utilities. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed on a 10-0 vote.

Attached for consideration is a draft proclamation memorializing the recommended action from the Utility Advisory Committee. If approved by the council, the proclamation will be prepared and placed on the February 16, 2021 City Council Agenda.

14. Discussion and Possible Action - Utility Advisory Committee Membership (Joseph Helfenberger)

During the January 14, 2021 Utility Advisory Committee Meeting the following motion was brought forward as a recommendation for consideration by the City Council:

Mr. Sampson made a motion to recommend to City Council for consideration the reconstitution of the Utility Advisory Committee. The motion provides for the following as voting members: two (2) City Council Members; two (2) County Commissioners, the City Manager, the County Manager, the City Utility Director and the County Economic Development Director. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed on a 6-4 vote.

Attached for reference: City Council Resolution No. 2020-149, City Council Ordinance No. 2011-2011 and City Code Section 2-48.

Departmental Administration - none

Comments by Council Members

Adjournment

Zoom CMT Information

Place: Due to the COVID-19 social distancing requirements, this meeting will also be available via communications media technology.

Members of the public may attend the meetings **online** at:
<https://us02web.zoom.us/j/85143910809> or

Telephonic by toll number (no cost to the city), audio only at: 1-346-248-7799

Meeting ID: 851 4391 0809#

Then it will ask for Participant id, just press #.

Telephonic by toll-free number (cost per minute, billed to the city, zero cost to the caller), audio only at: 1-888-788-0099

Meeting ID: 851 4391 0809#

Then it will ask for Participant id, just press #.

Public Participation

The public may participate at the appropriate time via: (i) video conference by utilizing the software chat function or raise hand function to request to speak; or (2) telephonically by dialing *9 to raise hand. The Chair will allow for sufficient time for all participants to be heard.

Those attendees wishing to share a document must email the item to **submissions@lcfla.com** no later than noon on the day of the meeting.

Instructions for meeting attendance and participation are also available at www.lcfla.com under the calendar entry for the corresponding City Council Regular Session Meeting.

To receive a copy of the agenda packet with supporting documentation, please contact the City Clerk's Office at **clerk@lcfla.com** or **386-719-5826**.

Contingency Information

Contingency Plan Meeting: This will be activated and held if the City experiences connection or web conferencing failure. Any meeting taking place via the contingency plan will be held and/or reconvened via a conference call utilizing the information provided below.

The public may attend the contingency plan meeting as follows:

1-844-992-4726 (toll free)

Enter access code: 173 541 6832#

Then it will ask for attendee ID number, just press #

The public may participate in the contingency plan meeting at the appropriate time when the chair requests public comment. The Chair will allow for sufficient time for all participants to be heard.

Pursuant to 286.0105, Florida Statutes, *the City hereby advises the public if a person decides to appeal any decision made by the City with respect to any matter considered at its meetings or hearings, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.*

SPECIAL REQUIREMENTS: *Pursuant to 286.26, Florida Statutes, persons needing special accommodations to participate in these meetings should contact the **City Manager's Office at (386) 719-5768.***

File Attachments for Item:

1. Black History Month - Befaitful Coker and students will be in attendance to accept the proclamation.

Proclamation

BLACK HISTORY MONTH

FEBRUARY 2021

WHEREAS, *This month we celebrate our American history and the contributions of African heritage; and*

WHEREAS, *We recognize the heritage and achievements of African culture. The contributions African culture has made and continues to make is an integral part of our society, and the history of Americans of African descent exemplifies the resilience and innovative spirit that continue to make our Nation great; and*

WHEREAS, *For generations, Americans of African heritage and African culture has embodied the shared progress of our Nation. Through toil and struggle and with courageous actions that have broken barriers, they have made America a better place to live and work for everybody. From native African Kings and Queens to Americans of African descent such as Harriet Tubman, Rosa Parks, Martin Luther King Jr., and Barack Obama; and*

WHEREAS, *We share a rich cultural history which embodies valuable cultural contributions from Africa through its cultural norms and Americans of African descent. The strength and determination of men and women like these remind us that our Nation brims with people whose contributions continue to make it stronger and better; and*

WHEREAS, *Our success historically, presently, and as we embark on our future, requires the continued commitment and contributions of our citizens and fellow Americans of African descent. We continue this journey toward a stronger, more united Nation, let us use this commemoration of American History to celebrate the contributions made from African heritage and culture; and*

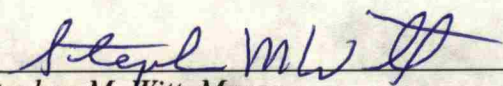
WHEREAS, *Let us also use this month to serve as a reminder of the need for continued meaningful dialogue and shared commitment to collective action that uplifts and empowers, as well as of the strength, ingenuity, and perseverance required of us in the years to come because we have learned from the opportunities of our past and know that we are stronger together*

NOW, THEREFORE, I, Mayor Stephen M. Witt, of the City of Lake City, do hereby proclaim the month of February 2021 as the Month to Celebrate American History and the Era of African Heritage in the City of Lake City and in so doing urge all citizens to join me in observing this month with appropriate programs, ceremonies, and activities.



Seal of the City of Lake City
State of Florida

In witness whereof I have hereunto set my hand and caused this seal to be affixed this 1st day of February 2021.


Stephen M. Witt, Mayor
City of Lake City

21-05

File Attachments for Item:

2. Lake City Police Department is changing from the current COBAN camera system to Motorola/Watchguard camera system as it is best suited for the Department's operational needs. The new camera system includes features that enhance officer safety and accountability. Request is to reclassify funds from one asset to another: account 001.11.521.030.46 "Utility Rocket Annual Maintenance (Support) \$3,000 and account 001.11.521.060.64 VHF Infrastructure Upgrades \$19,000.00 for a total of \$22,000.00. Reclassification will be to purchase new camera system as per Motorola Quote 1379033 (10 Sierra Wireless Modems - 5 year Essential Elite) at a cost of \$20,914.00.

MEETING DATE
2-1-2021

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Sierra Wireless Modem Completion of Conversion

DEPT / OFFICE: Lake City Police Department

Originator: Chief Argatha Gilmore *AGM*

City Manager Joe Helfenberger <i>Joe Helfenberger</i>	Department Director Chief Argatha Gilmore <i>AGM</i>	Date 1-15-21
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Recommended Action:
 Reclassifying funds from one asset to another:
 Acct 001.11.521-030.46 "Utility Rocket Annual Maintenance (Support) \$ 3,000.00
 Acct 001.11.521-060.64 "VHF Infrastructure Upgrades \$19,000.00
TOTAL \$22,000.00

Reclassification will be to purchase new camera system as per Motorola Quote 1379033 (10 Sierra Wireless Modems-5 yr Essential Elite) \$20,914.00

Summary Explanation & Background: Lake City Police Department is changing from the current COBAN camera system to Motorola/WatchGuard camera system as it is best suited for the Department's operational needs. The new camera system includes features that enhance officer safety and accountability.

Alternatives:
 Keep current Utility Rocket modems, with limited features, in fleet and replace next Fiscal year.

Source of Funds: Fund reclassification within the Lake City Police Department approved FY21 budget. Funds already budgeted for use as shown above.

Financial Impact: None as funds are already in approved Department budget.

Exhibits Attached: Staff Summary including Motorola quote.



LAKE CITY POLICE DEPARTMENT



Staff Summary

Subject: Sierra Wireless Modem Completion of Conversion				Date: 12/21/2020	
Submitted by: Asst. Chief G. Butler				Phone Number:	
Task Assignment Number:				Suspense Date:	
TO	CHECK ACTION	CONCUR	DISAGREE	SIGNATURE	DATE
Asst. Chief Butler	<input type="checkbox"/> Reviewed <input type="checkbox"/> Comment Attached	<input checked="" type="checkbox"/>	<input type="checkbox"/>		12/21/20
Chief Gilmore	<input checked="" type="checkbox"/> Reviewed <input type="checkbox"/> Comment Attached	<input checked="" type="checkbox"/>	<input type="checkbox"/>		12/30/20
M Andy Brand	<input checked="" type="checkbox"/> Reviewed <input type="checkbox"/> Comment Attached	<input checked="" type="checkbox"/>	<input type="checkbox"/>		12/31/20
City mgr. J. Helfenbreg	<input checked="" type="checkbox"/> Reviewed <input type="checkbox"/> Comment Attached	<input checked="" type="checkbox"/>	<input type="checkbox"/>		1/19/21
	<input type="checkbox"/> Reviewed <input type="checkbox"/> Comment Attached	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/> Reviewed <input type="checkbox"/> Comment Attached	<input type="checkbox"/>	<input type="checkbox"/>		
	<input type="checkbox"/> Reviewed <input type="checkbox"/> Comment Attached	<input type="checkbox"/>	<input type="checkbox"/>		

Summary:

Using existing budgeted funds to complete conversion from Utility Rocket Modems to Sierra Wireless modems as part of the WatchGuard Project.

Purpose/Problem:

Utility Modems are no longer under annual subscription to access full features.

Discussions:

Re-allocating funds from two existing line items in current budget.

Cost Analysis:

Project will be fully funded using recommended funding sources.

Option #1:

The Department is currently in the process of migrating from our current COBAN camera system to the Motorola/WatchGuard Camera system. As part of this migration, the Department is also moving to the Sierra Wireless in car modems from our current Utility Rocket modem platform.

One of the main reasons for the move is that Utility was increasing the annual support cost for their modems. Utility has recently entered the in-car camera arena and is competing with COBAN, WatchGuard and other vendors. After researching these vendors, including Utility, the decision was made that WatchGuard best suited our operational needs. As part of the migration, sixteen Sierra Wireless modems were part of the initial lease agreement and ten more units approved in our FY20/21 budget.

This would leave ten Patrol Units with Utility modems until the Patrol vehicles are cycled out of the fleet at the end of the five-year lease. \$3,000 was budgeted during FY 20/21 (Account 001.11.521-030.46 "Utility Rocket Annual Maintenance (Support)) for the subscription to Utility for the remaining units. This also includes the subscription for GPS history and speed notification triggers on the Patrol Cars. A feature we no longer have as the previous annual subscription to Utility has expired.

Account # 001.11.521.060.64 "VHF Infrastructure Upgrades" \$19,000.00. This was budgeted by IT to replace the two VHF backup radio system repeaters at the FHP tower. The VHF repeaters are at end of life; however, they are still both operational. In addition, this amount only covers half the cost of the upgrade. The maintenance of the VHF system is split between LCPD and LCFD, in FY20/21, LCFD was not budgeted to fund the upgrade. I spoke with Mandy Rand, Lake City IT Director, about using the \$19,000 to fund the conversion of the remaining Utility Rocket Modems to the Sierra Wireless modems, Director Rand concurred with the re-purposing of the funds as FD is not budgeted for the VHF upgrade.

Without the subscription to Utility, LCPD no longer has access to GPS historical data of the Patrol cars equipped with Rocket modems. This feature is extremely useful to LCPD as it allows Administrative Personnel to determine what unit were where during an incident. An example of this is the recent complaint made by a citizen in reference to the actions of an LCPD officer. By using the GPS history logs, we were able to determine that no LCPD unit was in the area during the time the citizen claimed the incident occurred and the citizen had probably misidentified the LEO as a member of LCPD.

Motorola Solutions has provided a cost of \$20,915.00 on Quote #1379033 to replace the remaining Utility Rocket modems. By using the below recommended Account line items, this would leave a balance of \$1,086.00 and more than fully fund this project.

I recommend the following to fund transfers for this project.

Account 001.11.521-030.46 "Utility Rocket Annual Maintenance (Support))	\$ 3,000.00
Account 001.11.521-060.64 "VHF Infrastructure Upgrades"	<u>\$19,000.00</u>
Total:	\$22,000.00

Motorola Quote 1379033, (10 Sierra Wireless Modems-5 yr. Essential Elite) \$20,914.00

VHF Upgrade budget request can be made next FY in coordination with FD and City IT Dept.

Option #2:

Keep current Utility Rocket modems, with limited features, in fleet and replace next Fiscal Year

Recommendation:

Option # 1

Note: If you disagree with recommendations, comments or suggestions attach a typed explanation to this form

Billing Address:
LAKE CITY, CITY OF
205 N MARION AVE
LAKE CITY, FL 32055
US

Quote Date:12/02/2020
Expiration Date:03/02/2021
Quote Created By:
Tyler Meadows
MR
tylermeadows@callmc.com
8504919951

End Customer:
LAKE CITY, CITY OF
Gerald Butler
butlerg@lcfia.com
386-234-0111


Contract: 17724 - HGAC (TX)

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1	DDN2767A	MG90 I/O CABLE	10	\$25.00	\$21.25	\$212.50
2	DDN2766A	MOUNTING BRACKET FOR MG90	10	\$75.00	\$63.75	\$637.50
3	DDN2777A	6IN1 SHARKFIN ANTENNA - 2XLTE, GNSS, 3XWIFI, 2.4/5GHZ, BOLT MOUNT, 4M, BLACK	10	\$365.00	\$310.25	\$3,102.50
4	TT06353AA	ADD: 5 YR ESSENTIAL ELITE	10	\$682.00	\$682.00	\$6,820.00
5	TT3457A	MP70 ROUTERS (DC WIFI)	10	\$899.00	\$764.15	\$7,641.50
	Product Services					
6	LSV00Q00203A	DEVICE INSTALLATION	10	\$250.00	\$250.00	\$2,500.00

Grand Total

\$20,914.00(USD)

Notes:

 Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

- **PLEASE BE ADVISED:** Motorola Solutions is moving towards being more environmentally green and emailing invoices. You may receive an email invoice instead of a mailed invoice, depending on the purchase. In addition, the invoice may have a new address for submitting payments. If you have any questions or would like to change where your electronic invoices will be delivered, please contact your credit analyst or dial 800-422-4210.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

File Attachments for Item:

3. Ordinance No. 2020-2167 (final reading) - An ordinance of the City of Lake City, Florida, amending Ordinance No. 91-688, as amended, relating to an amendment to the text of the City of Lake City Comprehensive Plan, pursuant to Application, CPA 20-06, by the City Council, under the amendment procedures established in sections 163.3161 through 163.3248, Florida Statutes, as amended; providing for amending Policy I.1.2 of the Future Land Use element by changing the floor area ration from less than or equal to 0.50 to less than or equal to 1.0 within the Industrial Land Use classification; repealing all ordinances in conflict; and providing an effective date.

Passed on first reading 11/16/2020

ORDINANCE NO. 2020-2167

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING ORDINANCE NO. 91-688, AS AMENDED, RELATING TO AN AMENDMENT TO THE TEXT OF THE CITY OF LAKE CITY COMPREHENSIVE PLAN, PURSUANT TO APPLICATION, CPA 20-06, BY THE CITY COUNCIL, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR AMENDING POLICY I.1.2 OF THE FUTURE LAND USE ELEMENT BY CHANGING THE FLOOR AREA RATIO FROM LESS THAN OR EQUAL TO 0.50 TO LESS THAN OR EQUAL TO 1.0 WITHIN THE INDUSTRIAL LAND USE CLASSIFICATION; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, empowers the City Council of the City of Lake City, Florida, hereinafter referred to as the City Council, to prepare, adopt and implement a comprehensive plan;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, the Community Planning Act, empowers and requires the City Council to prepare, adopt and implement a comprehensive plan;

WHEREAS, an application for an amendment, as described below, has been filed with the City;

WHEREAS, the Planning and Zoning Board of the City of Lake City, Florida, hereinafter referred to as the Planning and Zoning Board, has been designated as the City of Lake City Local Planning Agency of the City of Lake City, Florida, hereinafter referred to as the Local Planning Agency;

WHEREAS, pursuant to Section 163.3174, Florida Statutes, and the Land Development Regulations, the Planning and Zoning Board, serving also as the Local Planning Agency, held the required public hearing, with public notice having been provided, on said application for an amendment, as described below, and at said public hearing, the Planning and Zoning Board, serving also as the Local Planning Agency, reviewed and considered all comments received during said public hearing concerning said application for an amendment, as described below, and recommended to the City Council approval of said application for amendment, as described below;

WHEREAS, the City Council held the required public hearings, with public notice having been provided, under the procedures established in Sections 163.3161 through 163.3248, Florida Statutes, as amended, on said application for an amendment, as described below, and at said public hearings, the City Council reviewed and considered all comments received during said public hearings, including the recommendation of the Planning and Zoning Board, serving also as the Local Planning Agency, concerning said application for an amendment, as described below;

WHEREAS, the City Council, found said application for an amendment, as described below, to be compatible with the Land Use Element objectives and policies, and those of other affected elements of the Comprehensive Plan; and

WHEREAS, the City Council, has determined and found that approval of an application for an amendment, as described below, would promote the public health, safety, morals, order, comfort, convenience, appearance, prosperity or general welfare.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. Pursuant to an application, CPA 20-06, by the City Council, to amend the text of the Comprehensive Plan, Policy I.1.2 of the Future Land Use Element of the Comprehensive Plan, is hereby amended to read, as follows:

Policy I.1.2

The land development regulations of the City shall be based on and be consistent with the following land use classifications and corresponding standards for densities and intensities and shall establish the following floor area ratio(s) to be applied to each classification of land use:

AGRICULTURAL

Agriculturally classified lands are lands which are predominately used for crop cultivation, livestock, specialty farms, silviculture and dwelling units. In addition, the processing, storage and sale of agricultural products and commodities which are not raised on the premises, riding or boarding stables, commercial kennels, veterinary clinics and animal shelters, group homes, child care centers, home occupations, private clubs and lodges, off-site signs, cemeteries and crematories, and other similar uses compatible with agricultural uses may be approved as special exceptions and be subject to an intensity of less than or equal to 1.0 floor area ratio.

Agricultural density shall be limited to less than or equal to 1 dwelling unit per 10 acres.

CONSERVATION

Lands classified as conservation use are lands devoted to the conservation of the unique natural functions within these lands.

Conservation uses shall be limited to public access, native vegetative community restoration, and residential and non-residential uses necessary to manage such conservation lands (i.e., ranger stations, research stations and park amenities).

PUBLIC

Lands classified as public consist of public buildings and grounds, other public facilities (including sewer facilities, solid waste facilities, drainage facilities and potable water facilities), public health facilities, and educational uses.

Public uses shall be limited to an intensity of less than or equal to 1.0 floor area ratio.

RECREATION

Lands classified as recreation use consist of areas used for user based and resource based recreation uses.

Recreation uses shall be limited to an intensity of less than or equal to 0.25 floor area ratio.

RESIDENTIAL

Residential use classifications provide locations for dwelling units at low, moderate medium, and high density within the City as defined within this Comprehensive Plan. Public, charter, and private elementary and middle schools are permitted within low and moderate density residential land use classifications. Public, charter, and private elementary, middle schools and high schools are permitted in medium and high density residential land use classifications. In addition, churches and other houses of worship, golf courses, country clubs, racquet and tennis clubs, cemeteries and mausoleums, private clubs and lodges, home occupations, child care centers, group homes, commercial greenhouses and plant nurseries, and other similar uses compatible with residential uses may be approved as special exceptions and be subject to an intensity of less than or equal to 0.50 floor area ratio.

Where a lot, parcel or development is located within more than one residential density category the permitted density shall be calculated separately for each portion of land within the separate density categories.

- Residential low density shall be limited to a density of less than or equal to 2.0 dwelling units per acre.
- Residential moderate density shall be limited to a density of less than or equal to 4.0 dwelling units per acre.
- Residential medium density shall be limited to a density of less than or equal to 8.0 dwelling units per acre.

The medium density residential use classification can also provide location for professional and business activities along arterial and collector streets in transitional areas buffering residential neighborhoods from intensive non-residential areas and such activities shall be limited to an intensity of 1.0 floor area ratio.

- Residential high density shall be limited to a density of less than or equal to 20.0 dwelling units per acre.

COMMERCIAL

Lands classified as commercial use consist of areas used for the sale, rental, and distribution of products or performance of services, as well as public, charter and private elementary, middle and high schools.

In addition, off-site signs, churches and other houses of worship, private clubs and lodges, residential dwelling units, which existed within this category on the date of adoption of this objective, and other similar uses compatible with commercial uses may be approved as special exceptions and be subject to an intensity of less than or equal to 0.25 floor area ratio except within the (CG) Commercial, General, (CI) Commercial, Intensive, (C-CBD) Commercial, Central Business District, and (CHI) Commercial - Highway Interchange districts being subject to an intensity of less than or equal to 1.0 floor area ratio.

(CN) Commercial, Neighborhood uses shall be limited to an intensity of less than or equal to 0.25 floor area ratio. (CG) Commercial, General, (CI) Commercial, Intensive, (C-CBD) Commercial, Central Business District and (CHI) Commercial, Highway shall be limited to an intensity of less than or equal to 1.0 floor area ratio.

INDUSTRIAL

Lands classified as industrial consist of areas used for the manufacturing, assembly, processing, or storage of products, as well as public, charter and private schools teaching industrial arts curriculum. In addition, off site signs, truck stops and automobile service stations, and other similar uses compatible with industrial uses may be approved as special exceptions.

Industrial uses shall be limited to an intensity of less than or equal to 1.0 floor area ratio.

Section 2. Severability. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 3. Conflict. All ordinances or portions of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This ordinance shall become effective upon adoption.

The effective date of this plan amendment, if the amendment is not timely challenged, shall be thirty-one (31) days after the Florida Department of Economic Opportunity notifies the local government that the plan amendment package is complete. If timely challenged, this amendment shall become effective on the date the Florida Department of Economic Opportunity or the Administration Commission enters a final order determining this adopted amendment to be in compliance. No development orders, development permits, or land uses dependent on this amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued by the Administration Commission, this amendment may nevertheless be made effective by adoption of a resolution affirming its effective status, a copy of which resolution shall be sent to the Florida Department of Economic Opportunity.

Section 5. Authority. This ordinance is adopted pursuant to the authority granted by Section 166.021, Florida Statutes, as amended and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

PASSED upon first reading this 16th day of November 2020.

PASSED AND DULY ADOPTED, upon second and final reading, in regular session with a quorum present and voting, by the City Council this 1st day of February 2021.

Attest:

CITY COUNCIL
CITY OF LAKE CITY, FLORIDA

Audrey Sikes, City Clerk

Stephen M. Witt, Mayor

APPROVED AS TO FORM AND LEGALITY:


Frederick L. Koberlein Jr., City Attorney

Record of Vote on First Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	<u>✓</u>	_____	_____	_____
Chris Greene, Council Member	<u>✓</u>	_____	_____	_____
Jake Hill, Jr., Council Member	<u>✓</u>	_____	_____	_____
Eugene Jefferson, Council Member	<u>✓</u>	_____	_____	_____
Todd Sampson, Council Member	<u>✓</u>	_____	_____	_____

Certification

I, Audrey Sikes, City Clerk for the City of Lake City, Florida, hereby certify that the above record vote is an accurate and correct record of the votes taken on the Ordinance by the City Council of the City of Lake City.



AUDREY E. SIKES, MMC
City Clerk

File Attachments for Item:

4. City Council Ordinance No. 2021-2177 (final reading) - An ordinance of the City of Lake City, Florida amending the code of the City of Lake City, Florida to provide for lien amnesty and forgiveness of fines and liens associated with code enforcement proceedings.

Motion to postpone on first reading 1/4/2021

Reintroduced and passed on first reading 1/19/2021

CITY COUNCIL ORDINANCE NO. 2021-2177

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE CODE OF THE CITY OF LAKE CITY, FLORIDA TO PROVIDE FOR LIEN AMNESTY AND FORGIVENESS OF FINES AND LIENS ASSOCIATED WITH CODE ENFORCEMENT PROCEEDINGS.

WHEREAS, Article X of the Code of the City of Lake, Florida (hereinafter the “Code”) titled “Code Enforcement Board” and chapter 162, Florida Statutes, provide a process for equitable, expeditious, effective, and inexpensive enforcement of the City’s ordinances; and

WHEREAS, the Code provides for the ability to assess fines and record liens on the real properties of violators of the Code; and

WHEREAS, the City Council recognizes the need to assess fines and record liens against those property owners who violate the ordinances of the City from time to time; and

WHEREAS, the City Council also recognizes the need to temper with mercy, the assessment of fines and the recording of liens against violators and their properties and finds the need to create a code enforcement lien amnesty program; and

WHEREAS, the City Council desires to further assist the community and finds that the creation of a code enforcement lien amnesty program is in the best interests of the City and its citizens.

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

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

Section 2. That the Code of the City of Lake City, Florida, is hereby amended by adding an article eleven (XI) to chapter 2 which article shall be titled “CODE ENFORCEMENT LIEN AMNESTY” and shall read as follows:

ARTICLE XI. – CODE ENFORCEMENT LIEN AMNESTY

Sec. 2-424. – Code Enforcement Lien Amnesty duration; acceptance of applications; multiple violations.

- (a) *Program duration.* Duration of the code enforcement lien amnesty program shall be from February 1, 2021 to January 31, 2022 unless extended by resolution adopted by the City Council.
- (b) *Acceptance of Applications.* Property owners applying to the Code Enforcement Lien Amnesty Program must complete a Code Enforcement Lien Amnesty Program application. Applications will be accepted between February 1, 2021 until January 31, 2022 by the Growth Management Department. Applications are available at City Hall. Completed applications may be returned in person or via registered mail to the Growth Management Department.
- (c) *Procedure when multiple violations present.* Property owners with multiple code enforcement liens must apply for amnesty on each lien on the property simultaneously under the program.
- (d) *Intent.* It is the intent of the City Council to provide for amnesty of both code enforcement fines and liens and the provisions located within this article shall afford such intent as to both fines and liens.

Sec. 2-425 Ineligible liens.

- (a) Utility liens are not eligible for the code enforcement lien amnesty program.
- (b) Special Assessment liens or payments due for code enforcement abatement actions, such as lot mowing, debris removal, or demolition are not eligible for code enforcement lien amnesty and such liens must be paid in full prior to a property owner requesting a lien reduction under the terms of this article.
- (c) Code Enforcement liens of less than or equal to one thousand dollars (\$1,000.00) are not eligible for code enforcement lien amnesty.

Sec. 2-426 Eligibility criteria.

- (a) Property must be in compliance with all city codes and ordinances in order to be eligible for code enforcement lien amnesty.
- (b) Both commercial and residential properties are eligible to participate in the program.
- (c) Any municipal special assessment liens or other code enforcement abatement costs must be paid in full.

Sec. 2-427. Application for satisfaction, reduction, or release of code enforcement liens.

- (a) Where a certified copy of an order imposing a fine, as described in this Code or Florida Statutes, has been recorded in the public records of Columbia County, Florida, and has become a lien against the violator or their land or property, such violator, or the violators successors or assigns, who has an ownership interest in the encumbered property, or a prospective purchaser (collectively the “applicant”) may apply for amnesty or satisfaction of such lien as follows:
 - (1) Upon full payment by the applicant of the fine imposed in accordance with this article, the City Clerk is hereby authorized to execute and record on behalf of the city a satisfaction of lien in the public records of Columbia County, Florida. The applicant shall be responsible for paying all costs of recording.
 - (2) Upon request for amnesty of either a code enforcement fine or lien the applicant shall submit a written application to the Growth Management Department.
- (b) The application for amnesty of the fine or lien shall be in written form, typed or handwritten, by the applicant, on a City provided application, and shall be submitted to the Growth Management Department. The application shall be executed under oath and sworn to in the presence of a notary public, and shall include, but may not be limited to, the following:

FLK/mp
12/28/2020
1/4/2021
1/22/2021

- (1) A copy of the order imposing a fine upon the property including the code enforcement case number;
 - (2) The date upon which the applicant brought the subject property into compliance with the Code;
 - (3) The factual basis upon which the applicant believes the application for amnesty of the lien should be granted;
 - (4) The terms upon which the amnesty of the fine or lien should be granted;
 - (5) The reasons, if any, compliance was not obtained prior to the Order being recorded;
 - (6) A statement verifying whether the applicant was issued any title policy or policies for the subject property encumbered by the lien after the date the lien was recorded in the public records of Columbia County, Florida. If such a policy or policies were issued to the applicant, a copy of any such title policy shall be submitted with the application;
 - (7) Any other information which the applicant deems pertinent to the request, including but not limited to, the circumstances that exist which would warrant the amnesty of the fine or lien.
- (c) Upon receipt of the application for amnesty of the fine or lien the Growth Management Department shall confirm that the violation which resulted in the order imposing penalty or fine has been brought into compliance. If the violation has been brought into compliance and there is no current code violation upon the property in question, the Growth Management Department shall review and schedule the application to be presented to the Code Enforcement Special Magistrate at the next scheduled Code Enforcement proceedings. Additional information shall also be required to support the application if the Growth Management Department deems such information is relevant and necessary for the Code Enforcement Special Magistrate to make the final decision on the application. The City Council hereby delegates to the Code Enforcement Special Magistrate the authority to review and

consider applications for amnesty of the fines and liens and make determinations as provided herein.

- (d) The Code Enforcement Special magistrate shall review and consider the following factors in making a determination on amnesty of a fine or lien.
- (1) The amount of any administrative costs incurred by the city which are directly associated with the underlying code enforcement case and lien including, but not limited to, code enforcement staff and attorney time, postage, advertising and recording costs, and other city expenses related to any measure taken by the Code Enforcement Special Magistrate or city to abate a nuisance caused by the violation;
 - (2) The gravity and number of violations;
 - (3) The current property value compared to the amount of the fine or lien;
 - (4) Whether the applicant was responsible for the violation which caused the fine or lien;
 - (5) Whether the applicant is or will be a bona fide purchaser of the subject property and is filing or has filed for a homestead exemption evidencing a desire to reside within the city on a non-transient basis, or whether the property is or will be acquired for investment or other purposes;
 - (6) Whether the applicant acquired the subject property with knowledge, or should have had knowledge, of the subject fine or lien;
 - (7) If the title insurance policy was issued upon the purchase of the property and the title insurance policy failed to identify or consider the lien, a waiver for amnesty of the lien shall not be granted. In such cases the lien should have been discovered by the title insurer and providing amnesty of the fines and lien would place the City in the position of indemnifying the title insurer against its losses, which losses should be reflected in premium charges;

- (8) The time in which it took to bring the property into compliance and associated expenses incurred;
 - (9) With respect to the speculator, non-homestead purchaser of the subject property, the accrued amount of the code enforcement fine or lien as compared to the investment and profit that will be gained as a result of the purchase or sale of the property and the amnesty or satisfaction;
 - (10) Any previous or subsequent code violations pertaining to the property unless an order finding a violation is under appeal at the time of determination;
 - (11) Any previous or subsequent code violations of the applicant pertaining to other properties owned within the city, unless an order finding a violation is under appeal at the time of determination;
 - (12) Any relevant information contained in any title policy required to be submitted to the city under this section;
 - (13) Any financial hardship;
 - (14) Any other mitigating circumstance which may warrant the amnesty of the fine or lien; and
 - (15) Any other administrative review criteria relevant to whether it is equitable to preapprove amnesty of a fine or lien which are adopted by the City Council, in writing, and are intended to be applied to all applications on a uniform basis.
- (e) The Code Enforcement Special magistrate may, in writing, approve, approve with conditions, or deny the application. To the maximum extent feasible, the Code Enforcement Special Magistrate shall collect, at a minimum, all administrative and out-of-pocket costs incurred by the city as specified in subsection (e)(1). If the Code Enforcement Special Magistrate approves the application and the approved subject to conditions, the instrument providing relief of a fine or lien shall not be prepared or recorded until the condition(s) placed by the Code Enforcement Special Magistrate have been satisfied.

- (f) The applicant shall have thirty (30) days in which to comply with the conditions imposed by the Code Enforcement Special Magistrate or submit a written appeal as provided herein. Failure of the applicant to comply or timely appeal will result in the automatic denial of the application and the original amount of the fine, including costs, shall be automatically reinstated. After the appeal time period has run or is waived by the applicant, in writing, the Code Enforcement Special Magistrate may, for good cause shown, grant additional time in the form of a written estoppel letter to a closing agent for purposes of facilitating a pending closing of the subject property.
- (g) If the application is denied, or if the application is automatically denied due to failure of the applicant to comply with the conditions imposed by the Code Enforcement Special Magistrate or timely appeal, the applicant shall thereafter be barred from applying for a subsequent amnesty of the fine or lien for a period of thirty (30) days from the date of denial. During the thirty (30) day period, the fine or lien may only be satisfied and released upon full payment of the fine or lien imposed in accordance with this article.
- (h) The applicant may appeal the Code Enforcement Special Magistrate's decision to the City Council, by filing a written appeal with the City Clerk within thirty (30) days of the rendering of the decision. The notice of appeal shall state the decision that is being appealed, the grounds for appeal, and a brief summary of the relief being sought. Upon submittal of a timely appeal the City Manager shall place the appeal of the determination upon the agenda of the next regularly scheduled City Council meeting to the extent practicable. The City Council shall render a final decision on the application based upon the sworn application and determination of the Code Enforcement Special Magistrate and any other relevant information or testimony provided to the City Council at the meeting by the applicant, City Manager, or any other interested party. Any decision made by the City Council pursuant to this section shall be deemed final and not subject to any further administrative review by the city. The applicant shall have thirty (30) days in which to comply with any decision of or condition imposed by the City Council or the application shall be deemed automatically denied and thereafter, the applicant shall be barred from applying for a subsequent reduction or release of lien for a

FLK/mp
12/28/2020
1/4/2021
1/22/2021

period of thirty (30) days from the date of the City Council's decision. During the thirty (30) day period, the lien may only be satisfied and released upon full payment of the fine or penalty imposed in accordance with this division.

- (i) When a fine or lien is satisfied as a result of amnesty as ordered by the Code Enforcement Special Magistrate, the City Clerk is hereby authorized to execute and record in the public records of Columbia County, Florida, a satisfaction of lien on behalf of the city.

Sec. 2-428. Other lien releases.

- (a) In addition to the release of fines or liens described above, the mayor shall be authorized to execute a release of a code compliance or code enforcement fine or lien which has been deemed in writing by the City Attorney to be legally unenforceable or uncollectable as described below:

- (1) The lien is more than twenty (20) years old; or the statute of limitations relating to the lien has otherwise expired;
- (2) The lien was properly foreclosed by order of the Circuit Court of the Third Judicial Circuit in and for Columbia County, Florida;
- (3) The lien was properly discharged in a bankruptcy proceeding by the order of a bankruptcy court;
- (4) The property encumbered by the fine or lien is currently owned by the city;
- (5) Any other reason as determined by the City Attorney that establishes the legal unenforceability or uncollectibility of a lien

Section 3. It is the declared intent of the City Council of the City of Lake City that, if any section, sentence, clause, phrase, or provision of this ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining

FLK/mp
12/28/2020
1/4/2021
1/22/2021

provisions of this ordinance, and the remainder of this ordinance after the exclusion of such part or parts shall be deemed to be valid.

Section 4. This ordinance shall be filed in the Office of the City Clerk of the City of Lake City, and in the Office of the Growth Management Director of the City of Lake City.

Section 5. All ordinances or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

Section 6. This ordinance shall be effective as of the date of its adoption.

PASSED upon first reading this _____ day of _____, 2021.

NOTICE PUBLISHED on the ____ day of _____, 2021.

PASSED AND ADOPTED on the second and final reading this ____ day of _____, 2021.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

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

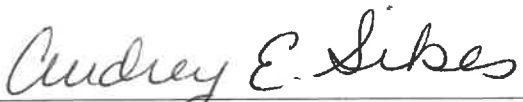
Record of Vote

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	<u>✓</u>	_____	_____	_____
Chris Greene, Council Member	_____	_____	<u>✓</u>	_____
Jake Hill, Jr., Council Member	<u>✓</u>	_____	_____	_____
Eugene Jefferson, Council Member	<u>✓</u>	_____	_____	_____
Todd Sampson, Council Member	<u>✓</u>	_____	_____	_____

Please note: This record of vote is recording the votes on a motion to postpone.

Certification

I, Audrey Sikes, City Clerk for the City of Lake City, Florida, hereby certify that the above record vote is an accurate and correct record of the votes taken on the Ordinance by the City Council of the City of Lake City.



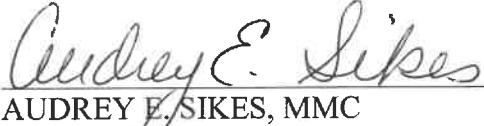
AUDREY E. SIKES, MMC
City Clerk

Record of Vote on First Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	<u>✓</u>	_____	_____	_____
Chris Greene, Council Member	<u>✓</u>	_____	_____	_____
Jake Hill, Jr., Council Member	<u>✓</u>	_____	_____	_____
Eugene Jefferson, Council Member	<u>✓</u>	_____	_____	_____
Todd Sampson, Council Member	<u>✓</u>	_____	_____	_____

Certification

I, Audrey Sikes, City Clerk for the City of Lake City, Florida, hereby certify that the above record vote is an accurate and correct record of the votes taken on the Ordinance by the City Council of the City of Lake City.



AUDREY E. SIKES, MMC
City Clerk

File Attachments for Item:

5. City Council Ordinance No. 2021-2179 (final reading)- An ordinance of the City of Lake City, Florida, amending Section 22-3 of Chapter 22, Article I, of the Code of the City of Lake City, Florida; providing for the explicit adoption of appendices identified in the Florida Building Code; providing for severability; providing for repeal of ordinances in conflict; providing for codification; and providing an effective date.

CITY COUNCIL ORDINANCE NO.: 2021-2179

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING SECTION 22-3 OF CHAPTER 22, ARTICLE I, OF THE CODE OF THE CITY OF LAKE CITY, FLORIDA; PROVIDING FOR THE EXPLICIT ADOPTION OF APPENDICES IDENTIFIED IN THE FLORIDA BUILDING CODE; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Lake City, Florida (hereinafter the “City”) on, or about, May 21, 2007, adopted the Florida Building Code (hereinafter the “FBC”) pursuant to ordinance 2007-1112; and

WHEREAS, section 22-3(c), Code, provides for the continuing adoption of amendments to the FBC when adopted by the Department of Business and Professional Regulation (hereinafter “DBPR”); and

WHEREAS, the DBPR adopted the Florida Building Code, 7th Edition (2020) and subsequently updated the FBC on June 2, 2020; and

WHEREAS, the FBC requires that both appendices and annexes that are applicable to the codes and handbooks of the FBC are to be specifically adopted; and

WHEREAS, the city administration recommends the adoption of the appendices and annexes specifically identified herein, said materials are copyrighted material that is available for public inspection and examination at the offices of the growth management department and city clerk; and

WHEREAS, the City Council finds that the adoption of the materials specifically identified herein is in the best interests of the City and its citizens.

NOW, THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are true and accurate and adopted and are hereby made a part of this ordinance.

Section 2. That Section 22-3, of the Code of Ordinances of the City of Lake City, Florida, is hereby amended to add subsection 22-3(e) as follows (additions are underlined):

Section 22-3. Adoption of Florida Building Code.

- (a) The city hereby adopts the Florida Building Code (hereinafter referred to and known as "this code") created, established, adopted and defined pursuant to the provisions of F.S., ch. 553, pt. IV, which includes and covers building, plumbing, mechanical, residential, fuel gas, the National Electrical Codes, and the state fire prevention and lifesafety codes.
- (b) The provisions of this code shall apply to the construction, erection, alteration, modification, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every public and private building, structure or facility or floating residential structure, or any appurtenances connected or attached to such buildings, structures, or facilities.
- (c) This code, as presently adopted, or as shall be amended in the future, is hereby adopted and incorporated herein as fully as if set out at length in this section, and shall be controlling within the corporate limits of the city.
- (d) Copies of this code shall be available for public use, inspection, or examination, within the building department.
- (e) In accordance with section 101.2.1, Florida Building Code, 7th Edition (2020), the following appendices are hereby adopted, and shall be amended in the future:

(1) BUILDING CODE LIST OF APPENDICES:

- a. Appendix A – EMPLOYEE QUALIFICATIONS
- b. Appendix D – FIRE DISTRICTS
- c. Appendix F – RODENT PROOFING
- d. Appendix H – SIGNS
- e. Appendix I – PATIO COVER
- f. Appendix J – GRADING

(2) ENERGY CONSERVATION CODE LISTED APPENDICES:

- a. Appendix CA – FORMS
- b. Appendix CB – SOLAR-READY ZONE – COMMERCIAL
- c. Appendix RA – RECOMMENDED PROCEDURE FOR WORST-CASE TESTING OF ATMOSPHERIC VENTING SYSTEMS UNDER R402.4 OR R405 CONDITIONS >5 ACH 50

- d. Appendix RB – SOLAR-READY PROVISIONS – DETACHED ONE-AND-TWO-FAMILY DWELLINGS, MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES)
- e. Appendix RC – CALCULATION OF END USE ENERGY LOADS
- f. Appendix ED – FORMS

(3) EXISTING BUILDING CODE LIST OF APPENDICES:

- a. Appendix B – STANDARD FOR REHABILITATION
- b. Appendix C – REFER TO NFPA 914 CODE FOR FIRE PROTECTION OF HISTORIC STRUCTURES 2001 EDITION

(4) FUEL GAS CODE LIST OF APPENDICES:

- a. Appendix A – SIZING AND CAPACITIES OF GAS PIPING
- b. Appendix B – SIZING OF VENTING SYSTEMS SERVING APPLIANCES EQUIPPED WITH DRAFT HOOD, CATEGORY I APPLIANCES AND APPLIANCES LISTED FOR USE WITH TYPE B VENTS
- c. Appendix C – EXIT TERMINALS OF MECHANICAL DRAFT AND DIRECT-VENT VENTING SYSTEMS
- d. Appendix D – RECOMMENDED PROCEDURE FOR SAFETY INSPECTION OF AN EXISTING APPLIANCE INSTALLATION

(5) PLUMBING CODE LIST OF APPENDICES:

- a. Appendix B – RATES OF RAINFALL FOR VARIOUS CITIES
- b. Appendix C – STRUCTURAL SAFETY
- c. Appendix D – DEGREE DAY AND DESIGN TEMPERATURES
- d. Appendix E – SIZING OF WATER PIPING SYSTEMS
- e. Appendix F – PROPOSED CONSTRUCTION BUILDING CODES FOR TURF AND LANDSCAPE IRRIGATION SYSTEMS

(6) RESIDENTIAL CODE LIST OF APPENDICES:

- a. Appendix A – SIZING AND CAPACITIES OF GAS PIPING
- b. Appendix B – SIZING AND VENTING SYSTEMS SERVING APPLIANCES EQUIPPED WITH DRAFT HOODS, CATEGORY I APPLIANCES, AND APPLIANCES LISTED FOR USE WITH TYPE B VENTS
- c. Appendix C – EXIT TERMINALS OF MECHANICAL DRAFT AND DIRECT-VENT VENTING SYSTEMS
- d. Appendix D - RECOMMENDED PROCEDURE FOR SAFETY INSPECTION OF AN EXISTING APPLIANCE INSTALLATION

- e. Appendix G – PIPING STANDARDS FOR VARIOUS APPLICATIONS
- f. Appendix H – PATIO COVERS
- g. Appendix J – EXISTING BUILDINGS AND STRUCTURES
- h. Appendix K – SOUND TRANSMISSION
- i. Appendix M – HOME DAY CARE – R-3 OCCUPANCY
- j. Appendix N – VENTING METHODS
- k. Appendix O – AUTOMATIC VEHICULAR GATES
- l. Appendix P – SIZING OF WATER PIPING SYSTEM
- m. Appendix Q – TINY HOUSES
- n. Appendix T – RECOMMENDED PROCEDURE FOR WORST-CASE TESTING OF ATMOSPHERIC VENTING SYSTEMS UNDER N1102.4 OR N1105 CONDITIONS > 5 ACH 50
- o. Appendix U – SOLAR-READY PROVISIONS -- DETACHED ONE-AND-TWO-FAMILY DWELLINGS, MULTIPLE SINGLE-FAMILY DWELLINGS (TOWNHOUSES)

(7) 2018 NFPA 101 WITH FLORIDA AMENDMENTS AND THE FOLLOWING STANDARDS WITH THEIR ANNEXES

- a. NFPA 2, Hydrogen Technologies Code, 2011 edition.
- b. NFPA 3, Recommended Practice for Commissioning of Fire Protection and Life Safety Systems, 2015 edition.
- c. NFPA 4, Standard for Integrated Fire Protection and Life Safety System Testing, 2015 edition.
- d. NFPA 10, Standard for Portable Fire Extinguishers, 2013 edition.
- e. NFPA 11, Standard for Low-, Medium-, and High-Expansion Foam, 2010 edition.
- f. NFPA 12, Standard on Carbon Dioxide Extinguishing Systems, 2011 edition.
- g. NFPA 12A, Standard on Halon 1301 Fire Extinguishing Systems, 2009 edition.
- h. NFPA 13, Standard for the Installation of Sprinkler Systems, 2013 edition.
- i. NFPA 13D, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes, 2013 edition.
- j. NFPA 13R, Standard for the Installation of Sprinkler Systems in Low-Rise Residential Occupancies, 2013 edition.
- k. NFPA 14, Standard for the Installation of Standpipe and Hose Systems, 2013 edition.
- l. NFPA 15, Standard for Water Spray Fixed Systems for

- Fire Protection, 2012 edition.
- m. NFPA 16, Standard for the Installation of Foam-Water Sprinkler and Foam-Water Spray Systems, 2011 edition.
 - n. NFPA 17, Standard for Dry Chemical Extinguishing Systems, 2013 edition.
 - o. NFPA 17A, Standard for Wet Chemical Extinguishing Systems, 2013 edition.
 - p. NFPA 20, Standard for the Installation of Stationary Pumps for Fire Protection, 2013 edition.
 - q. NFPA 22, Standard for Water Tanks for Private Fire Protection, 2013 edition.
 - r. NFPA 24, Standard for the Installation of Private Fire Service Mains and Their Appurtenances, 2013 edition.
 - s. NFPA 25, Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems, 2014 edition.
 - t. NFPA 30, Flammable and Combustible Liquids Code, 2015 edition.
 - u. NFPA 30A, Code for Motor Fuel Dispensing Facilities and Repair Garages, 2015 edition.
 - v. NFPA 30B, Code for the Manufacture and Storage of Aerosol Products, 2015 edition.
 - w. NFPA 31, Standard for the Installation of Oil-Burning Equipment, 2011 edition.
 - x. NFPA 32, Standard for Dry cleaning Plants, 2011 edition.
NFPA 1, 2015 edition: Florida Amendments
 - y. NFPA 33, Standard for Spray Application Using Flammable or Combustible Materials, 2011 edition.
 - z. NFPA 34, Standard for Dipping, Coating, and Printing Processes Using Flammable or Combustible Liquids, 2011 edition.
 - aa. NFPA 35, Standard for the Manufacture of Organic Coatings, 2011 edition.
 - bb. NFPA 36, Standard for Solvent Extraction Plants, 2013 edition.
 - cc. NFPA 37, Standard for the Installation and Use of Stationary Combustion Engines and Gas Turbines, 2015 edition.
 - dd. NFPA 40, Standard for the Storage and Handling of Cellulose Nitrate Film, 2011 edition.
 - ee. NFPA 45, Standard on Fire Protection for Laboratories Using Chemicals, 2011 edition.
 - ff. NFPA 51, Standard for the Design and Installation of Oxygen-Fuel Gas Systems for Welding, Cutting, and Allied Processes, 2013 edition.
 - gg. NFPA 51A, Standard for Acetylene Cylinder Charging

	<u>Plants, 2012 edition.</u>
<u>hh.</u>	<u>NFPA 51B, Standard for Fire Prevention During Welding, Cutting, and Other Hot Work, 2014 edition.</u>
<u>ii.</u>	<u>NFPA 52, Vehicular Gaseous Fuel Systems Code, 2013 edition.</u>
<u>jj.</u>	<u>NFPA 54, National Fuel Gas Code, 2015 edition.</u>
<u>kk.</u>	<u>NFPA 55, Compressed Gases and Cryogenic Fluids Code, 2013 edition.</u>
<u>ll.</u>	<u>NFPA 58, Liquefied Petroleum Gas Code, 2014 edition.</u>
<u>mm.</u>	<u>NFPA 59, Utility LP-Gas Plant Code, 2015 edition.</u>
<u>nn.</u>	<u>NFPA 59A, Standard for the Production, Storage, and Handling of Liquefied Natural Gas (LNG), 2013 edition.</u>
<u>oo.</u>	<u>NFPA 61, Standard for the Prevention of Fires and Dust Explosions in Agricultural and Food Processing Facilities, 2013 edition.</u>
<u>pp.</u>	<u>NFPA 68, Standard on Explosion Protection by Deflagration Venting, 2013 edition.</u>
<u>qq.</u>	<u>NFPA 69, Standard on Explosion Prevention Systems, 2014 edition.</u>
<u>rr.</u>	<u>NFPA 70®, National Electrical Code®, 2014 edition.</u>
<u>ss.</u>	<u>NFPA 72®, National Fire Alarm and Signaling Code, 2013 edition.</u>
<u>tt.</u>	<u>NFPA 75, Standard for the Fire Protection of Information Technology Equipment, 2013 edition.</u>
<u>uu.</u>	<u>NFPA 76, Standard for the Fire Protection of Telecommunications Facilities, 2012 edition.</u>
<u>vv.</u>	<u>NFPA 80, Standard for Fire Doors and Other Opening Protectives, 2013 edition.</u>
<u>ww.</u>	<u>NFPA 82, Standard on Incinerators and Waste and Linen Handling Systems and Equipment, 2014 edition.</u>
<u>xx.</u>	<u>NFPA 85, Boiler and Combustion Systems Hazards Code, 2011 edition.</u>
<u>yy.</u>	<u>NFPA 86, Standard for Ovens and Furnaces, 2015 edition.</u>
<u>zz.</u>	<u>NFPA 88A, Standard for Parking Structures, 2015 edition.</u>
<u>aaa.</u>	<u>NFPA 90A, Standard for the Installation of Air-Conditioning and Ventilating Systems, 2015 edition.</u>
<u>bbb.</u>	<u>NFPA 90B, Standard for the Installation of Warm Air Heating and Air-Conditioning Systems, 2015 edition.</u>
<u>ccc.</u>	<u>NFPA 91, Standard for Exhaust Systems for Air Conveying of Vapors, Gases, Mists, and Noncombustible Particulate Solids, 2010 edition.</u>
<u>ddd.</u>	<u>NFPA 92, Standard for Smoke Control Systems, 2012 edition.</u>
<u>eee.</u>	<u>NFPA 96, Standard for Ventilation Control and Fire</u>

	<u>Protection of Commercial Cooking Operations, 2014 edition.</u>
<u>fff.</u>	<u>NFPA 99, Health Care Facilities Code, 2015 edition.</u>
<u>ggg.</u>	<u>NFPA 101®, Life Safety Code®, 2015 edition. NFPA 1, 2015 edition: Florida Amendments</u>
<u>hhh.</u>	<u>NFPA 102, Standard for Grandstands, Folding and Telescopic Seating, Tents, and Membrane Structures, 2011 edition.</u>
<u>iii.</u>	<u>NFPA 105, Standard for Smoke Door Assemblies and Other Opening Protectives, 2013 edition.</u>
<u>jjj.</u>	<u>NFPA 110, Standard for Emergency and Standby Power Systems, 2013 edition.</u>
<u>kkk.</u>	<u>NFPA 111, Standard on Stored Electrical Energy Emergency and Standby Power Systems, 2013 edition.</u>
<u>lll.</u>	<u>NFPA 120, Standard for Fire Prevention and Control in Coal Mines, 2010 edition.</u>
<u>mmm.</u>	<u>NFPA 122, Standard for Fire Prevention and Control in Metal/Nonmetal Mining and Metal Mineral Processing Facilities, 2010 edition.</u>
<u>nnn.</u>	<u>NFPA 130, Standard for Fixed Guideway Transit and Passenger Rail Systems, 2014 edition.</u>
<u>ooo.</u>	<u>NFPA 140, Standard on Motion Picture and Television Production Studio Soundstages, Approved Production Facilities, and Production Locations, 2013 edition</u>
<u>ppp.</u>	<u>NFPA 150, Standard on Fire and Life Safety in Animal Housing Facilities, 2013 edition.</u>
<u>qqq.</u>	<u>NFPA 160, Standard for the Use of Flame Effects Before an Audience, 2011 edition.</u>
<u>rrr.</u>	<u>NFPA 170, Standard for Fire Safety and Emergency Symbols, 2012 edition.</u>
<u>sss.</u>	<u>NFPA 204, Standard for Smoke and Heat Venting, 2012 edition.</u>
<u>ttt.</u>	<u>NFPA 211, Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances, 2013 edition.</u>
<u>uuu.</u>	<u>NFPA 220, Standard on Types of Building Construction, 2015 edition.</u>
<u>vvv.</u>	<u>NFPA 221, Standard for High Challenge Fire Walls, Fire Walls, and Fire Barrier Walls, 2015 edition.</u>
<u>www.</u>	<u>NFPA 232, Standard for the Protection of Records, 2012 edition.</u>
<u>xxx.</u>	<u>NFPA 241, Standard for Safeguarding Construction, Alteration, and Demolition Operations, 2013 edition.</u>
<u>yyy.</u>	<u>NFPA 252, Standard Methods of Fire Tests of Door Assemblies, 2012 edition.</u>

<u>zzz.</u>	<u>NFPA 253, Standard Method of Test for Critical Radiant Flux of Floor Covering Systems Using a Radiant Heat Energy Source, 2011 edition.</u>
<u>aaaa.</u>	<u>NFPA 257, Standard on Fire Test for Window and Glass Block Assemblies, 2012 edition.</u>
<u>bbbb.</u>	<u>NFPA 259, Standard Test Method for Potential Heat of Building Materials, 2013 edition.</u>
<u>cccc.</u>	<u>NFPA 260, Standard Methods of Tests and Classification System for Cigarette Ignition Resistance of Components of Upholstered Furniture, 2013 edition.</u>
<u>dddd.</u>	<u>NFPA 261, Standard Method of Test for Determining Resistance of Mock-Up Upholstered Furniture Material Assemblies to Ignition by Smoldering Cigarettes, 2013 edition.</u>
<u>eeee.</u>	<u>NFPA 265, Standard Methods of Fire Tests for Evaluating Room Fire Growth Contribution of Textile or Expanded Vinyl Wall Coverings on Full Height Panels and Walls, 2011 edition.</u>
<u>ffff.</u>	<u>NFPA 286, Standard Methods of Fire Tests for Evaluating Contribution of Wall and Ceiling Interior Finish to Room Fire Growth, 2011 edition.</u>
<u>gggg.</u>	<u>NFPA 288, Standard Methods of Fire Tests of Horizontal Fire Door Assemblies Installed in Horizontal in Fire Resistance-Rated Assemblies, 2012 edition.</u>
<u>hhhh.</u>	<u>NFPA 289, Standard Method of Fire Test for Individual Fuel Packages, 2013 edition.</u>
<u>iiii.</u>	<u>NFPA 302, Fire Protection Standard for Pleasure and Commercial Motor Craft, 2015 edition.</u>
<u>jjjj.</u>	<u>NFPA 303, Fire Protection Standard for Marinas and Boatyards, 2011 edition.</u>
<u>kkkk.</u>	<u>NFPA 307, Standard for the Construction and Fire Protection of Marine Terminals, Piers, and Wharves, 2011 edition.</u>
<u>llll.</u>	<u>NFPA 312, Standard for Fire Protection of Vessels During Construction, Conversion, Repair, and Lay-Up, 2011 edition.</u>
<u>mmmm.</u>	<u>NFPA 318, Standard for the Protection of Semiconductor Fabrication Facilities, 2015 edition. NFPA 1, 2015 edition: Florida Amendments</u>
<u>nnnn.</u>	<u>NFPA 326, Standard for the Safeguarding of Tanks and Containers for Entry, Cleaning, or Repair, 2010 edition.</u>
<u>oooo.</u>	<u>NFPA 385, Standard for Tank Vehicles for Flammable and Combustible Liquids, 2012 edition.</u>
<u>pppp.</u>	<u>NFPA 400, Hazardous Materials Code, 2013 edition.</u>
<u>qqqq.</u>	<u>NFPA 407, Standard for Aircraft Fuel Servicing, 2012 edition.</u>

<u>rrrr.</u>	<u>NFPA 408, Standard for Aircraft Hand Portable Fire Extinguishers, 2010 edition.</u>
<u>ssss.</u>	<u>NFPA 409, Standard on Aircraft Hangars, 2011 edition.</u>
<u>tttt.</u>	<u>NFPA 410, Standard on Aircraft Maintenance, 2010 edition.</u>
<u>uuuu.</u>	<u>NFPA 415, Standard on Airport Terminal Buildings, Fueling Ramp Drainage, and Loading Walkways, 2013 edition.</u>
<u>vvvv.</u>	<u>NFPA 418, Standard for Heliports, 2011 edition.</u>
<u>wwwv.</u>	<u>NFPA 430, Code for the Storage of Liquid and Solid Oxidizers, 2004 edition</u>
<u>xxxx.</u>	<u>NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents, 2013 edition.</u>
<u>yyyy.</u>	<u>NFPA 484, Standard for Combustible Metals, 2015 edition.</u>
<u>zzzz.</u>	<u>NFPA 495, Explosive Materials Code, 2013 edition.</u>
<u>aaaa.</u>	<u>NFPA 498, Standard for Safe Havens and Interchange Lots for Vehicles Transporting Explosives, 2013 edition.</u>
<u>bbbb.</u>	<u>NFPA 501, Standard on Manufactured Housing, 2013 edition.</u>
<u>cccc.</u>	<u>NFPA 501A, Standard for Fire Safety Criteria for Manufactured Home Installations, Sites, and Communities, 2013 edition.</u>
<u>dddd.</u>	<u>NFPA 502, Standard for Road Tunnels, Bridges, and Other Limited Access Highways, 2014 edition.</u>
<u>eeee.</u>	<u>NFPA 505, Fire Safety Standard for Powered Industrial Trucks Including Type Designations, Areas of Use, Conversions, Maintenance, and Operations, 2013 edition.</u>
<u>ffff.</u>	<u>NFPA 551, Guide for the Evaluation of Fire Risk Assessments, 2016 edition.</u>
<u>gggg.</u>	<u>NFPA 601, Standard for Security Services in Fire Loss Prevention, 2010 edition.</u>
<u>hhhh.</u>	<u>NFPA 654, Standard for the Prevention of Fire and Dust Explosions from the Manufacturing, Processing, and Handling of Combustible Particulate Solids, 2013 edition.</u>
<u>iiii.</u>	<u>NFPA 655, Standard for Prevention of Sulfur Fires and Explosions, 2012 edition.</u>
<u>jjjj.</u>	<u>NFPA 664, Standard for the Prevention of Fires and Explosions in Wood Processing and Woodworking Facilities, 2012 edition.</u>
<u>kkkk.</u>	<u>NFPA 701, Standard Methods of Fire Tests for Flame Propagation of Textiles and Films, 2010 edition.</u>
<u>llll.</u>	<u>NFPA 703, Standard for Fire Retardant-Treated Wood and Fire-Retardant Coatings for Building Materials, 2015</u>

<u>mmmmm.</u>	<u>edition.</u> <u>NFPA 704, Standard System for the Identification of the Hazards of Materials for Emergency Response, 2012 edition.</u>
<u>nnnnn.</u>	<u>NFPA 720, Standard for the Installation of Carbon Monoxide (CO) Detection and Warning Equipment, 2015 edition.</u>
<u>ooooo.</u>	<u>NFPA 750, Standard on Water Mist Fire Protection Systems, 2015 edition.</u>
<u>ppppp.</u>	<u>NFPA 780, Standard for the Installation of Lightning Protection Systems, 2014 edition.</u>
<u>qqqqq.</u>	<u>NFPA 801, Standard for Fire Protection for Facilities Handling Radioactive Materials, 2013 edition.</u>
<u>rrrrr.</u>	<u>NFPA 909, Code for the Protection of Cultural Resource Properties — Museums, Libraries, and Places of Worship, 2013 edition.</u>
<u>sssss.</u>	<u>NFPA 914, Code for Fire Protection of Historic Structures, 2010 edition. NFPA 1, 2015 edition: Florida Amendments</u>
<u>ttttt.</u>	<u>NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plan Examiner, 2014 edition.</u>
<u>uuuuu.</u>	<u>NFPA 1122, Code for Model Rocketry, 2013 edition.</u>
<u>vvvvv.</u>	<u>NFPA 1123, Code for Fireworks Display, 2010 edition.</u>
<u>wwwww.</u>	<u>NFPA 1124, Code for the Manufacture, Transportation, Storage, and Retail Sales of Fireworks and Pyrotechnic Articles, 2006 edition.</u>
<u>xxxxx.</u>	<u>NFPA 1125, Code for the Manufacture of Model Rocket and High Power Rocket Motors, 2012 edition.</u>
<u>yyyyy.</u>	<u>NFPA 1126, Standard for the Use of Pyrotechnics Before a Proximate Audience, 2011 edition.</u>
<u>zzzzz.</u>	<u>NFPA 1127, Code for High Power Rocketry, 2013 edition.</u>
<u>aaaaa.</u>	<u>NFPA 1142, Standard on Water Supplies for Suburban and Rural Fire Fighting, 2012 edition.</u>
<u>bbbbb.</u>	<u>NFPA 1144, Standard for Reducing Structure Ignition Hazards from Wildland Fire, 2013 edition.</u>
<u>ccccc.</u>	<u>NFPA 1192, Standard on Recreational Vehicles, 2015 edition.</u>
<u>dddddd.</u>	<u>NFPA 1194, Standard for Recreational Vehicle Parks and Campgrounds, 2014 edition.</u>
<u>eeeeee.</u>	<u>NFPA 1221, Standard for the Installation, Maintenance, and Use of Emergency Services Communications Systems, 2016 edition.</u>
<u>ffffff.</u>	<u>NFPA 1963, Standard for Fire Hose Connections, 2014 edition.</u>
<u>ggggg.</u>	<u>NFPA 2001, Standard on Clean Agent Fire Extinguishing Systems, 2012 edition.</u>
<u>hhhhh.</u>	<u>NFPA 2010, Standard for Fixed Aerosol Fire</u>

	<u>Extinguishing Systems, 2010 edition.</u>
<u>iiiiii.</u>	<u>NFPA 2113, Standard on Selection, Care, Use, and Maintenance of Flame-Resistant Garments for Protection of Industrial Personnel Against Flash Fire, 2012 edition.</u>
<u>jjjjjj.</u>	<u>NFPA 5000®, Building Construction and Safety Code®, 2012 edition. 2.3.21 Other Publications. Webster’s Third New International Dictionary of the English Language, Unabridged Merriam Webster’s Collegiate Dictionary, 11th edition 2.4 References for Extracts in Mandatory Sections</u>
<u>kkkkkk.</u>	<u>NFPA 10, Standard for Portable Fire Extinguishers, 2013 edition.</u>
<u>llllll.</u>	<u>NFPA 13, Standard for the Installation of Sprinkler Systems, 2013 edition.</u>
<u>mmmmmm.</u>	<u>NFPA 14, Standard for the Installation of Standpipe and Hose Systems, 2013 edition.</u>
<u>nnnnnn.</u>	<u>NFPA 20, Standard for the Installation of Stationary Pumps for Fire Protection, 2013 edition.</u>
<u>oooooo.</u>	<u>NFPA 25, Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems, 2014 edition.</u>
<u>pppppp.</u>	<u>NFPA 30, Flammable and Combustible Liquids Code, 2015 edition.</u>
<u>qqqqqq.</u>	<u>NFPA 30A, Code for Motor Fuel Dispensing Facilities and Repair Garages, 2015 edition.</u>
<u>rrrrrr.</u>	<u>NFPA 30B, Code for the Manufacture and Storage of Aerosol Products, 2015 edition.</u>
<u>ssssss.</u>	<u>NFPA 31, Standard for the Installation of Oil-Burning Equipment, 2011 edition.</u>
<u>tttttt.</u>	<u>NFPA 33, Standard for Spray Application Using Flammable or Combustible Materials, 2011 edition.</u>
<u>uuuuuu.</u>	<u>NFPA 34, Standard for Dipping, Coating, and Printing Processes Using Flammable or Combustible Liquids, 2011 edition.</u>
<u>vvvvvv.</u>	<u>NFPA 45, Standard on Fire Protection for Laboratories Using Chemicals, 2011 edition.</u>
<u>wwwwww.</u>	<u>NFPA 51B, Standard for Fire Prevention During Welding, Cutting, and Other Hot Work, 2014 edition.</u>
<u>xxxxxx.</u>	<u>NFPA 52, Vehicular Gaseous Fuel Systems Code, 2013 edition. NFPA 1, 2015 edition: Florida Amendments</u>
<u>yyyyyy.</u>	<u>NFPA 55, Compressed Gases and Cryogenic Fluids Code, 2013 edition.</u>
<u>zzzzzz.</u>	<u>NFPA 58, Liquefied Petroleum Gas Code, 2014 edition.</u>
<u>aaaaaaa.</u>	<u>NFPA 59A, Standard for the Production, Storage, and Handling of Liquefied Natural Gas (LNG), 2013 edition.</u>
<u>bbbbbbb.</u>	<u>NFPA 61, Standard for the Prevention of Fires and Dust</u>

	<u>Explosions in Agricultural and Food Processing Facilities, 2013 edition.</u>
<u>ccccccc.</u>	<u>NFPA 68, Standard on Explosion Protection by Deflagration Venting, 2013 edition.</u>
<u>ddddddd.</u>	<u>NFPA 69, Standard on Explosion Prevention Systems, 2014 edition.</u>
<u>eeeeeee.</u>	<u>NFPA 70®, National Electrical Code®, 2014 edition.</u>
<u>ffffff.</u>	<u>NFPA 72®, National Fire Alarm and Signaling Code, 2013 edition.</u>
<u>ggggggg.</u>	<u>NFPA 80, Standard for Fire Doors and Other Opening Protectives, 2013 edition.</u>
<u>hhhhhhh.</u>	<u>NFPA 88A, Standard for Parking Structures, 2015 edition.</u>
<u>iiiiiii.</u>	<u>NFPA 90A, Standard for the Installation of Air-Conditioning and Ventilating Systems, 2015 edition.</u>
<u>jjjjjj.</u>	<u>NFPA 96, Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations, 2014 edition.</u>
<u>kkkkkkk.</u>	<u>NFPA 101®, Life Safety Code®, 2015 edition.</u>
<u>llllll.</u>	<u>NFPA 102, Standard for Grandstands, Folding and Telescopic Seating, Tents, and Membrane Structures, 2011 edition.</u>
<u>mmmmmmm.</u>	<u>NFPA 140, Standard on Motion Picture and Television Production Studio Soundstages, Approved Production Facilities, and Production Locations, 2013 edition.</u>
<u>nnnnnnn.</u>	<u>NFPA 211, Standard for Chimneys, Fireplaces, Vents, and Solid Fuel-Burning Appliances, 2013 edition.</u>
<u>ooooooo.</u>	<u>NFPA 220, Standard on Types of Building Construction, 2015 edition.</u>
<u>ppppppp.</u>	<u>NFPA 241, Standard for Safeguarding Construction, Alteration, and Demolition Operations, 2013 edition.</u>
<u>qqqqqqq.</u>	<u>NFPA 303, Fire Protection Standard for Marinas and Boatyards, 2011 edition.</u>
<u>rrrrrrr.</u>	<u>NFPA 307, Standard for the Construction and Fire Protection of Marine Terminals, Piers, and Wharves, 2011 edition.</u>
<u>sssssss.</u>	<u>NFPA 312, Standard for Fire Protection of Vessels During Construction, Conversion, Repair, and Lay-Up, 2011 edition.</u>
<u>tttttt.</u>	<u>NFPA 318, Standard for the Protection of Semiconductor Fabrication Facilities, 2015 edition.</u>
<u>uuuuuuu.</u>	<u>NFPA 400, Hazardous Materials Code, 2013 edition.</u>
<u>vvvvvvv.</u>	<u>NFPA 402, Guide for Aircraft Rescue and Fire-Fighting Operations, 2013 edition.</u>
<u>wwwwwww.</u>	<u>NFPA 407, Standard for Aircraft Fuel Servicing, 2012 edition.</u>

<u>xxxxxxxx.</u>	<u>NFPA 415, Standard on Airport Terminal Buildings, Fueling Ramp Drainage, and Loading Walkways, 2013 edition.</u>
<u>yyyyyyyy.</u>	<u>NFPA 418, Standard for Heliports, 2011 edition.</u>
<u>zzzzzzzz.</u>	<u>NFPA 472, Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents, 2013 edition.</u>
<u>aaaaaaaa.</u>	<u>NFPA 654, Standard for the Prevention of Fire and Dust Explosions from the Manufacturing, Processing, and Handling of Combustible Particulate Solids, 2013 edition.</u>
<u>bbbbbbbbb.</u>	<u>NFPA 805, Performance-Based Standard for Fire Protection for Light Water Reactor Electric Generating Plants, 2010 edition.</u>
<u>cccccccc.</u>	<u>NFPA 914, Code for Fire Protection of Historic Structures, 2010 edition.</u>
<u>dddddddd.</u>	<u>NFPA 1031, Standard for Professional Qualifications for Fire Inspector and Plan Examiner, 2014 edition. NFPA 1, 2015 edition: Florida Amendments</u>
<u>eeeeeeee.</u>	<u>NFPA 1124, Code for the Manufacture, Transportation, Storage, and Retail Sales of Fireworks and Pyrotechnic Articles, 2006 edition.</u>
<u>ffffffff.</u>	<u>NFPA 1141, Standard for Fire Protection Infrastructure for Land Development in Wildland, Rural, and Suburban Areas, 2012 edition.</u>
<u>gggggggg.</u>	<u>NFPA 1144, Standard for Reducing Structure Ignition Hazards from Wildland Fire, 2013 edition.</u>

Section 3. Severability. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

Section 4. Conflict. All ordinances or portions of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 5. Codification. It is the intention of the City Council of the City of Lake, City, Florida, that the provisions of this ordinance shall become and be made part of the Code of the City of Lake City, Florida.

[Remainder of this page intentionally left blank.]

Section 6. Effective Date. This ordinance shall become effective upon adoption.

PASSED on the first reading this _____ day of _____, 2021.

NOTICE PUBLISHED on the _____ day of _____, 2021.

PASSED AND ADOPTED on the second and final reading this _____ day of _____, 2021.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND
LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

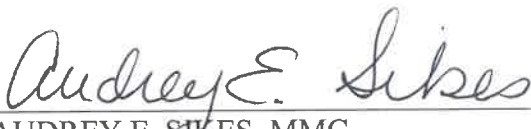
By: _____
Frederick L. Koberlein, Jr.,
City Attorney

Record of Vote on First Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Chris Greene, Council Member	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Jake Hill, Jr., Council Member	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Eugene Jefferson, Council Member	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Todd Sampson, Council Member	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>

Certification

I, Audrey Sikes, City Clerk for the City of Lake City, Florida, hereby certify that the above record vote is an accurate and correct record of the votes taken on the Ordinance by the City Council of the City of Lake City.



AUDREY E. SIKES, MMC
City Clerk

File Attachments for Item:

6. City Council Ordinance No. 2020-2175 - (first reading) An ordinance of the City of Lake City, Florida, to provide for the waiving and suspension of water and sewer impact fees for a period of twelve (12) months as an inducement for economic development; requiring any applicant seeking to take advantage of the development incentive to apply for and acquire a building permit and commence construction of the development prior to the expiration of the development period; providing for severability; providing for conflicts; and providing an effective date.

Note: This ordinance was recommended to City Council for consideration by the Utility Advisory Committee on December 29, 2020.

Adopt City Council Ordinance No. 2020-2175 (first reading)

CITY COUNCIL ORDINANCE NO.: 2020-2175

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, TO PROVIDE FOR THE WAIVING AND SUSPENSION OF WATER AND SEWER IMPACT FEES FOR A PERIOD OF TWELVE (12) MONTHS AS AN INDUCEMENT FOR ECONOMIC DEVELOPMENT; REQUIRING ANY APPLICANT SEEKING TO TAKE ADVANTAGE OF THE DEVELOPMENT INCENTIVE TO APPLY FOR AND ACQUIRE A BUILDING PERMIT AND COMMENCE CONSTRUCTION OF THE DEVELOPMENT PRIOR TO THE EXPIRATION OF THE DEVELOPMENT PERIOD; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapter 102, Article II, of the City Code of the City of Lake City, Florida (“City”) provides for the payment of a water and sewer impact fee to the City on each new residential and nonresidential development and certain remodels and renovations of existing structures, to defray the cost of constructing new additions to the production and treatment facilities for water and sewer service provided by the City as a result of growth out of and from new and existing developments; and

WHEREAS, the City Council finds that putting its citizens back to work is a high priority for every level of government; and

WHEREAS, the City Council previously passed ordinance 2020-2159 which waived impact fees related to new development for a period of time from until January 01, 2021; and

WHEREAS, the City Council desires to further assist the community and to encourage the remodeling and renovating of existing structures in addition to the construction of new development by providing an extension of the moratorium, as an economic incentive, for the temporary waiver of water and sewer impact fees, excluding connection fees, on all development that would otherwise be responsible for the payment of an impact fee pursuant to Chapter 102, Article II, of the City Code, until 12:01 AM on January 1, 2022 (the “Development Period”).

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

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

Section 2. As an incentive and inducement to promote development, the water and sewer impact fees provided for in Chapter 102, Article II, of the City Code are hereby temporarily waived and shall not be collected on either new development projects or the remodeling and renovating of existing structures from the effective date of this ordinance until 12:01 AM on January 1, 2022 (collectively the “Development Incentive”). Any applicant seeking to take advantage of the Development Incentive must apply for and acquire a building permit and commence construction of the project prior to the expiration of the Development Period. However, nothing herein shall be construed to prevent the City Council by resolution to revoke the Development Incentive during the Development Period and resuming the collection of water and sewer impact fees provided for in Chapter 102, Article II, of the City Code.

Section 3. Severability. Should any section, subsection, sentence, clause, phrase, or other provision of this ordinance be held invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 4. Conflict. All ordinances or portions of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

[Remainder of this page intentionally left blank.]

Section 5. Effective Date. This Ordinance shall take effect upon its adoption.

PASSED upon first reading this _____ day of December 2020.

NOTICE PUBLISHED on the _____ day of _____ 2020.

PASSED AND ADOPTED on the _____ day of _____ 2020.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND
LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

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

File Attachments for Item:

7. City Council Resolution No. 2021-011 - A resolution of the City Council of the City of Lake City, Florida, authorizing the Lake City Police Department to enter into a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center, to coordinate services to victims and survivors of domestic violence.

CITY COUNCIL RESOLUTION NO. 2021-011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE LAKE CITY POLICE DEPARTMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH ANOTHER WAY, INC., DOMESTIC VIOLENCE AND RAPE CRISIS CENTER, TO COORDINATE SERVICES TO VICTIMS AND SURVIVORS OF DOMESTIC VIOLENCE.

WHEREAS, the City of Lake City, Florida (hereinafter “City”) by and through its Lake City Police Department (hereinafter “LCPD”), previously determined it is in its best interest and the best interest of its citizens to enter into a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center (hereinafter “Another Way”) to coordinate services to victims and survivors of domestic violence who present to LCPD as described in the Memorandum of Understanding (hereinafter the “MOU”); and

WHEREAS, the City Council finds it to be in the City’s best interests to renew its MOU with Another Way, a copy of which is attached hereto and made a part of this resolution.

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

Section 1. The above recitals are adopted and hereby incorporated by reference.

Section 2. The City, by and through the LCPD, is hereby authorized to enter into the MOU with Another Way.

[Remainder of page left blank intentionally.]

Section 3. The Mayor and Chief of Police are authorized to execute the MOU for and on behalf of the City.

PASSED AND ADOPTED by the City Council on the ____ day of February 2021.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

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

**Memorandum of Understanding
Between Another Way, Inc., Domestic Violence and Rape Crisis Center
And Lake City Police Department**

1. **Parties.** This memorandum of Understanding (hereinafter referred to as "MOU") is made and entered into by and between the Another Way, Inc. Domestic Violence and Rape Crisis Center (AW), whose address is P.O. Box 1028, Lake City, FL 32056-1028, and Lake City Police Department (LCPD), whose address is 225 NW Main Blvd. Ste. 102, Lake City, FL 32055.

2. **Purpose.** The purpose of this MOU is to establish the terms and conditions under which the agencies will work together to best coordinate services to victims/survivors of domestic violence in the jurisdiction of the Lake City Police Department.

3. **Term of MOU.** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect for not longer than 1 year. This MOU may be terminated, without cause, by either party upon written notice, which notice shall be delivered by hand or certified mail to the address listed above.

4. **Responsibilities of Another Way, Inc.** Another Way, Inc. has established a physical location in Lake City, (currently 496 SW Ring Court, Lake City, FL 32025). AW will ensure adequate staff rotation to respond on an on-call basis to requests for crisis intervention from the Lake City Police Department. AW staff will respond to locations specified by the LCPD representative including but not limited to the LCPD Office, physical location of the domestic violence or a hospital.

5. **Responsibilities of Lake City Police Department.** The LCPD has sole discretion in determining when it is appropriate and safe for an AW on-call advocate to be requested. Lake City Police Department agrees to notify Another Way, as a locally certified domestic violence center, of all alleged incidents of domestic violence as required by Florida law (i.e., section 741.29, Florida Statutes (2016)).

6. **Amendments.** Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

7. **Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood and agreed to the terms and conditions of this MOU as set forth herein. The effective date of this MOU is the date of the signature last affixed to this page.

Another Way, Inc.

Andrea Gottry, Executive Director

Date

Lake City Police Department

Argatha Gilmore, Chief of Police

Date

Stephen M. Witt, Mayor

Date

File Attachments for Item:

8. City Council Resolution No. 2021-012 - A resolution of the City Council of the City of Lake City, Florida, authorizing the Lake City Police Department to enter into a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center, to coordinate services to adult and adolescent victims and survivors of rape.

CITY COUNCIL RESOLUTION NO. 2021-012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE LAKE CITY POLICE DEPARTMENT TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH ANOTHER WAY, INC., DOMESTIC VIOLENCE AND RAPE CRISIS CENTER, TO COORDINATE SERVICES TO ADULT AND ADOLESCENT VICTIMS AND SURVIVORS OF RAPE.

WHEREAS, the City of Lake City, Florida (hereinafter “City”) by and through its Lake City Police Department (hereinafter “LCPD”), previously determined it is in its best interest and the best interest of its citizens to enter into a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center (hereinafter “Another Way”) to coordinate services to adults and adolescents (age 2 and up who don’t fall under the jurisdiction of the child protection team) victims and survivors of rape who present to LCPD as described in the Memorandum of Understanding (hereinafter the “MOU”); and

WHEREAS, the City finds it to be in the City’s best interests to renew the MOU with Another Way, a copy of which is attached hereto and made a part of this resolution.

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

Section 1. The above recitals are adopted and hereby incorporated by reference.

Section 2. The City, by and through the LCPD, is hereby authorized to enter into the MOU with Another Way.

Section 3. The Mayor and Chief of Police are authorized to execute the MOU for and on behalf of the City.

PASSED AND ADOPTED by the City Council on the ____ day of February 2021.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

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

**Memorandum of Understanding
Between Another Way, Inc., Domestic Violence and Rape Crisis Center
And Lake City Police Department**

1. **Parties.** This memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between the Another Way, Inc. Domestic Violence and Rape Crisis Center (AW), whose address is P.O. Box 1028, Lake City, FL 32056-1028, and Lake City Police Department (LCPD), whose address is 225 NW Main Blvd. Ste. 102, Lake City, FL 32055.

2. **Purpose.** The purpose of this MOU is to establish the terms and conditions under which the agencies will work together to best coordinate services to adults and adolescent (age 2 and up who don’t fall under the jurisdiction of the child protection team) victims/survivors of rape who present at the Lake City Police Department.

3. **Term of MOU.** This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect for not longer than 1 year. This MOU may be terminated, without cause, by either party upon written notice, which notice shall be delivered by hand or certified mail to the address listed above.

4. **Responsibilities of Another Way, Inc.** Another Way, Inc. has established a physical location in Lake City, (currently 496 SW Ring Court, Lake City, FL 32025). AW will ensure adequate staff rotation to respond on an on-call basis to requests for crisis intervention from the Lake City Police Department. AW staff will respond to locations specified by the LCPD representative including but not limited to the LCPD Office, physical location of the sexual violence or a hospital. AW staff will respond to the unit of the hospital specified by the hospital staff. AW agrees to facilitate Multi-County SART (Sexual Assault Response Team) meetings.

5. **Responsibilities of Lake City Police Department.** The LCPD has sole discretion in determining when it is appropriate and safe for an AW on-call advocate to be requested. Lake City Police Department agrees to be an active partner in the Multi-County SART (Sexual Assault Response Team) monthly meetings. Lake City Police Department agrees to notify Another Way, as a locally certified domestic violence center, of all alleged incidents of domestic violence as required by Florida law (i.e., section 741.29, Florida Statutes (2016)).

6. **Amendments.** Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

7. **Signatures.** In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood and agreed to the terms and conditions of this MOU as set forth herein. The effective date of this MOU is the date of the signature last affixed to this page.

Another Way, Inc.

Andrea Gottry, Executive Director

Date

Lake City Police Department

Argatha Gilmore, Chief of Police

Date

Stephen M. Witt, Mayor

Date

File Attachments for Item:

9. City Council Resolution No. 2021-016 - A resolution of the City Council of the City of Lake City, Florida, ratifying the Mayor's extension of the State of Emergency arising from the Covid-19 Public Health Emergency.

CITY COUNCIL RESOLUTION NO. 2021-016

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

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

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

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

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

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

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

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

WHEREAS, on July 29, 2020, the Governor issued Executive Order 20-179 amending order 20-69 creating statutory exceptions related to budget hearings and extending the statewide state of emergency until September 1, 2020; and

WHEREAS, on August 7, 2020, the Governor issued Executive Order 20-

193 extending the statewide state of emergency, as well as those exceptions provided for in Executive Order 20-69, until October 1, 2020; and

WHEREAS, on September 4, 2020, the Governor issued Executive Order 20-213 extending the statewide state of emergency, as well as those exceptions provided for in Executive Order 20-52; and

WHEREAS, on September 30, 2020, the Governor issued Executive Order 20-246 extending the statewide state of emergency, as well as those exceptions provided for in Executive Order 20-69; and

WHEREAS, on November 3, 2020, the Governor issued Executive Order 20-276 extending the statewide state of emergency until January 2, 2021; and

WHEREAS, on December 29, 2020, the Governor issued Executive Order 20-316 extending the statewide state of emergency until 12:01 a.m. on February 27, 2021; and

WHEREAS, the CDC continues to recommend community preparedness and everyday prevention measures be taken by all individuals and families in the United States; and

WHEREAS, pursuant to City Council Resolution 2020-45 the Mayor is authorized to extend the City's state of emergency related to COVID-19, and the Mayor has issued his Proclamation extending the current state of emergency, a copy of which is attached hereto as "Exhibit A"; and

WHEREAS, the City Council, in order to protect the welfare and safety of the citizens of the City and their property, finds it necessary to ratify the Mayor's extension of the state of emergency proclaimed by the Mayor.

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

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

Section 2. The City Council ratifies and extends the state of emergency declared pursuant to the Mayor's Proclamation as well the provisions included in City Council Resolution 2020-033.

Section 3. This resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED at a meeting of the City Council this ____ day of
February 2021.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND
LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

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

Proclamation

STATE OF EMERGENCY EXTENSION COVID-19

WHEREAS, *COVID-19 continues to pose an imminent health hazard and an increased risk of infection to residents of the County and healthcare, first responders, and emergency medical service workers caring for patients with COVID-19; and*

WHEREAS, *COVID-19 is spread amongst the population by various means of exposure, including the propensity to spread person to person and the propensity to attach to surfaces for prolonged periods of time, thereby spreading from surface to person and causing increased infections to persons; and*

WHEREAS, *public health experts have consistently recommended avoiding close physical interaction between person in order to slow the spread of COVID-19, and the CDC has updated and further restricted its distancing guidelines; and*

WHEREAS, *on April 16, 2020, the White House and Centers for Disease Control and Prevention ("CDC") released Guidelines for Opening Up America Again, a three-phased approach based on the advice of public health experts; and*

WHEREAS, *data collected by the State Department of Health indicates a flattening of the curve of COVID-19 reported cases, including a downward trajectory of hospital visits for influenza like illnesses and COVID-19 like syndromic cases, a decrease in percent-positive test results, and an increase in hospital capacity since March 1, 2020; and*

WHEREAS, *City Council Resolution 2020-045 extended the state of emergency and vested the authority to extend the state of emergency in the Mayor; and*

WHEREAS, *this Proclamation is issued to extend the state of emergency for seven (7) days effective January 26, 2021.*

NOW, THEREFORE, I, Stephen M. Witt, Mayor of the City of Lake City, Florida, do hereby extend the State of Emergency due to the COVID-19 health concerns for an additional seven (7) days effective January 26, 2021.



Seal of the City of Lake City
State of Florida

In witness whereof I have hereunto set my hand and caused this seal to be affixed this 26th day of January 2021.

Stephen M. Witt
Stephen M. Witt, Mayor
City of Lake City

File Attachments for Item:

10. City Council Resolution No. 2021-017 - A resolution of the City Council of the City of Lake City, Florida, authorizing the donation of real property to the Board of County Commissioners of Columbia County, Florida, in accordance with the terms and conditions of an "Agreement to Donate Land" for the paving projects associated with Cypress Lake Road and Charles Terrace; authorizing the Mayor's execution of instruments conveying the real property; and providing for an effective date.

FLK/aj
1/25/21

CITY COUNCIL RESOLUTION NO. 2021-017

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE DONATION OF REAL PROPERTY TO THE BOARD OF COUNTY COMMISSIONERS OF COLUMBIA COUNTY, FLORIDA, IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF AN “AGREEMENT TO DONATE LAND” FOR THE PAVING PROJECTS ASSOCIATED WITH CYPRESS LAKE ROAD AND CHARLES TERRACE; AUTHORIZING THE MAYOR’S EXECUTION OF INSTRUMENTS CONVEYING THE REAL PROPERTY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Lake City, Florida (hereinafter the "City") owns certain real property described in the attached *Agreement to Donate Land* (hereinafter the “Agreement”), a copy of which is attached hereto as composite Exhibit A; and

WHEREAS, the Columbia County, Florida (hereinafter the “County”) is in need of additional lands for the paving projects associated with Cypress Lake Road and Charles Terrace (hereinafter the “Paving Projects”); and

WHEREAS, the City Council finds that the real property identified in the Agreement is surplus to the immediate needs of the City; and

WHEREAS, the City Council finds that it is in the best interests of the City to surplus the real property identified in the Agreement and donate the real property to the County for the betterment of the Paving Projects and the citizens; and

WHEREAS, the City Council finds that it is empowered under Florida law

to grant the donation of the real property identified in the Agreement.

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

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

Section 2. The Mayor is hereby authorized to execute all documentation necessary to fulfill the City's obligations pursuant to the Agreement.

Section 3. This resolution shall be effective as of the date of its adoption.

PASSED AND ADOPTED at a meeting of the City Council this ____ day of February 2021.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND
LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

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

**INTERLOCAL AGREEMENT TO DONATE LAND FOR THE
CYPRESS LAKE ROAD AND CHARLES TERRACE PAVING PROJECTS**

Donor, City of Lake City, whose mailing address is 205 N Marion Ave. and COLUMBIA COUNTY, FLORIDA, a political subdivision of the State of Florida, whose mailing address is Post Office Box 1529, Lake City, Florida 32056-1529, hereby agree that Donor will donate and the County will accept upon the following terms, the real property described on the attached Exhibit "A", which is a portion of Parcel No. 30-4S-16-03246-000.

1. **LAND DONATED:** The parties agree that the lands described on Exhibit "A" are being donated without monetary compensation to the County.

2. **SCHEDULE OF VALUES:** To the extent the donation of this land for the construction of Cypress Lake Road or Charles Terrace results in the loss of any fencing, gates, or landscaping, Donor agrees to accept as compensation, and the County agrees to pay to Donor as compensation, according to the Schedule of Values attached hereto and marked as Exhibit "B".

3. **CLOSING COSTS:** The County will be responsible for any costs of obtaining evidence of title or title insurance as required by County policy, documentary stamps, recording, survey, appraisal, and recording partial releases of mortgages, if any. The County shall also be responsible for clearing any title defects or may reject the donation if defects cannot be cleared.

4. **CLOSING DATE:** This transaction will be closed through the County Attorney's office according to the County's construction schedule for this project, but in no event more than 360 days from the date hereof. Donor shall appear and sign a deed when requested to do so.

5. **EFFECTIVE DATE:** This agreement shall become effective and binding upon the parties as of the date of execution.

6. **ATTORNEYS FEES:** Each party will pay their own attorneys' fees, if any, associated with this Agreement.

[Remainder of this page left blank intentionally. Signature page to follow.]

Signed this _____ day of _____, 2021.

Signed, sealed and delivered
in the presence of:

CITY OF LAKE CITY, FLORIDA

Witness' Signature

By: _____
Stephen M. Witt, Mayor

(Type or print name)

[SEAL]

Witness' Signature

(Type or print name)

ATTEST:

By: _____
Audrey E. Sikes, City Clerk

**STATE OF FLORIDA
COUNTY OF COLUMBIA**

The foregoing instrument was acknowledged before me by means of [check one box] _____ physical presence or _____ online notarization, this _____ day of _____, 20__ by STEPHEN M. WITT, Mayor of the City of Lake City, Florida, and AUDREY E. SIKES, City Clerk of the City of Lake City, Florida, who are either _____ personally known to me or produced _____ as identification.

[SEAL]

Notary Public – Signature

Notary Name - Printed

Signed this _____ day of _____, 2021.

COLUMBIA COUNTY, FLORIDA

By: _____
Rocky Ford, Chair

[SEAL]

ATTEST:

By: _____
James M. Swisher, Jr.,
Clerk of Courts

**STATE OF FLORIDA
COUNTY OF COLUMBIA**

The foregoing instrument was acknowledged before me by means of [check one box] _____ physical presence or _____ online notarization, this _____ day of _____, 20__ by ROCKY FORD, Chair of Columbia County, Florida, and JAMES M. SWISHER, JR., Clerk of Courts, who are either ____ personally known to me or produced _____ as identification.

[SEAL]

Notary Public – Signature

Notary Name - Printed

EXHIBIT "A"

SURVEYOR'S LEGAL DESCRIPTION

PARCEL 25

OWNER: City of Lake City

TAX PARCEL #: 30-4S-16-03246-000

Part of the Northwest $\frac{1}{4}$ of Section 30, Township 4 South, Range 16 East, Columbia County, Florida, being more particularly described as follows:

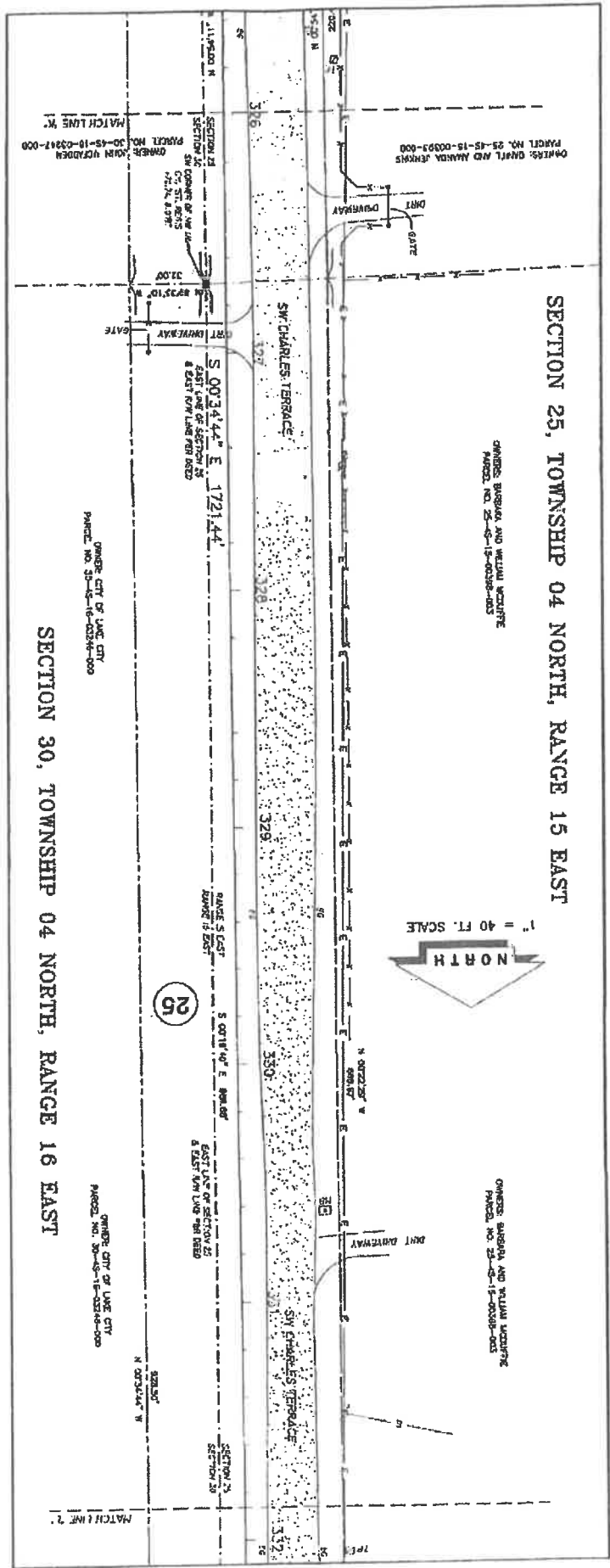
For a POINT OF REFERENCE, COMMENCE at the Southwest corner of said Section 30, thence run North $00^{\circ}54'11''$ West, along the West line of said Section 30, being also the existing East right-of-way line of SW Charles Terrace, a distance of 2648.15 feet to the Southwest corner of the Northwest $\frac{1}{4}$ of said Section 30 and the POINT OF BEGINNING; thence North $00^{\circ}19'40''$ West, along the West line of said Section 30, being also the existing East right-of-way line of SW Charles Terrace, a distance of 1321.40 feet; thence South $89^{\circ}45'06''$ East a distance of 28.43 feet; thence South $00^{\circ}15'21''$ East a distance of 393.05 feet; thence South $00^{\circ}34'44''$ East a distance of 928.50 feet; thence North $89^{\circ}33'10''$ West a distance of 32.00 feet to the POINT OF BEGINNING. Containing 0.89 acres, more or less.

EXHIBIT "B"

**SCHEDULE OF VALUES FOR IMPROVEMENTS REMOVED OR
DESTROYED IN CONNECTION WITH ROAD CONSTRUCTION PROJECT**

FENCING		Unit	Unit Price
	Barbed wire	LF	4.00
	Field Fence	LF	5.00
	Field Fence, Barbed Wire Strand	LF	6.25
	Single-rail Wood Fence	LF	7.00
	Four Rail Entry Fence	LF	15.00
	Chain-link Fence	LF	15.00
	Wooden Privacy Fence	LF	25.00
	Other All-wood Fencing	LF	25.00
GATES		Unit	Unit Price
	Under 12'	Each	250.00
	12-foot	Each	300.00
	14-foot	Each	400.00
	Over 14'	Each	500.00
LANDSCAPING		Unit	Unit Price
	Leyland Cypress	Each	100.00
	Pampas Grass	Each	150.00
	Palm	Each	100.00
	Other trees up to 12" diam.	Each	250.00
	Other trees greater than 12" diam.	Each	500.00

SECTIONS 19, 30 AND 31,
TOWNSHIP 04 NORTH, RANGE 16 EAST,
COLUMBIA COUNTY, FLORIDA.



SECTION 25, TOWNSHIP 04 NORTH, RANGE 15 EAST

OWNERS: BARBARA AND WILLIAM LOCKHART
PARCEL NO. 25-45-15-0028-003



OWNERS: BARBARA AND WILLIAM LOCKHART
PARCEL NO. 25-45-15-0028-003

25

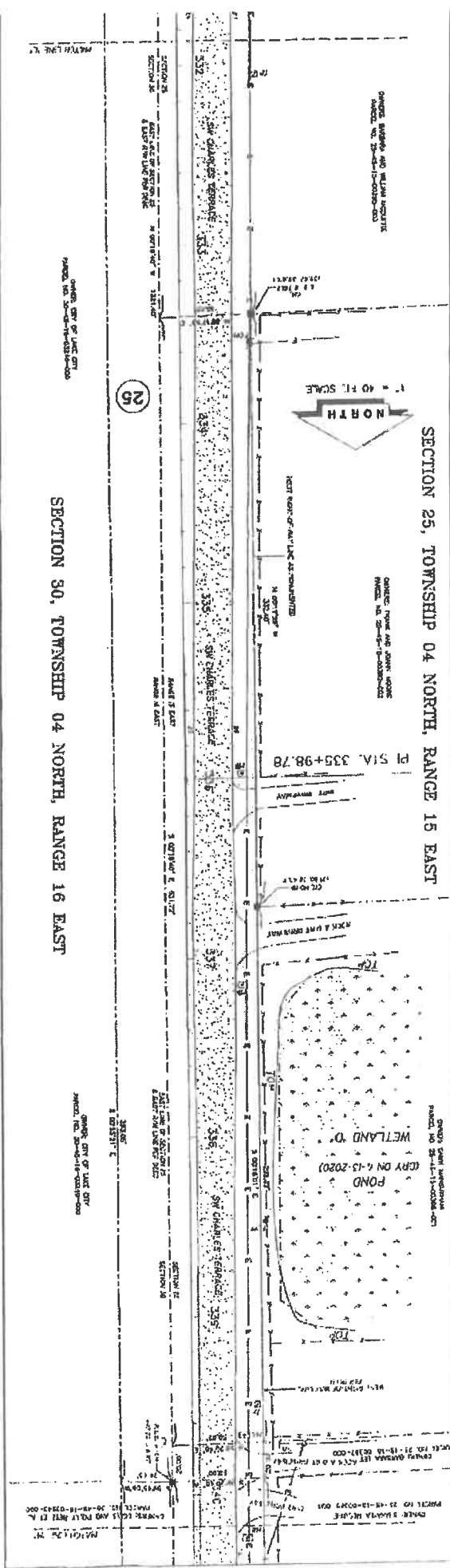
SECTION 30, TOWNSHIP 04 NORTH, RANGE 16 EAST

OWNERS: CITY OF LIVE OAK
PARCEL NO. 30-45-16-0261-000

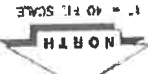
OWNERS: CITY OF LIVE OAK
PARCEL NO. 30-45-16-0261-000

OWNERS: DWIGHT AND MANDA JENKINS
PARCEL NO. 30-45-15-0029-000

OWNERS: DWIGHT AND MANDA JENKINS
PARCEL NO. 30-45-15-0029-000



SECTION 25, TOWNSHIP 04 NORTH, RANGE 15 EAST



1" = 40 FT. SCALE

25

SECTION 30, TOWNSHIP 04 NORTH, RANGE 16 EAST

OWNER: BARRON AND BELOUS ASSOCIATES
PROJECT NO. 20-14-1-0204-000

OWNER: TRUMP AND PARTNERS
PROJECT NO. 20-14-1-0204-000

OWNER: JOHN WUNDERMAN
PROJECT NO. 20-14-1-0204-000

PI S1A. 335+98.78

FOND (CRY ON 6-15-2020)

WETLAND

SECTION 25 EAST HALF OF SECTION 25
SECTION 30 WEST HALF OF SECTION 30
SECTION 25 WEST HALF OF SECTION 25
SECTION 30 EAST HALF OF SECTION 30

OWNER: CITY OF LUX CITY
PROJECT NO. 20-14-1-0204-000

OWNER: CITY OF LUX CITY
PROJECT NO. 20-14-1-0204-000

File Attachments for Item:

11. City Council Resolution No. 2021-020 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of Task Assignment Number Four to the continuing contract with Jones, Edmunds & Associates, Inc., for professional consulting services related to the preparation of an Emergency Response Plan; and authorizing payment for the consulting services totaling \$45,545.00.

Note: This item was recommended to City Council for consideration by the Utility Advisory Committee on January 14, 2021.

CITY COUNCIL RESOLUTION NO. 2021-020

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE EXECUTION OF TASK ASSIGNMENT NUMBER FOUR TO THE CONTINUING CONTRACT WITH JONES, EDMUNDS & ASSOCIATES, INC., FOR PROFESSIONAL CONSULTING SERVICES RELATED TO THE PREPARATION OF AN EMERGENCY RESPONSE PLAN; AND AUTHORIZING PAYMENT FOR THE CONSULTING SERVICES TOTALING \$45,545.00.

WHEREAS, the City of Lake City, Florida (hereinafter the “City”) entered into a Continuing Contract for Professional Services (hereinafter the “Continuing Contract”), with Jones, Edmunds & Associates, Inc. (hereinafter “Jones Edmunds”) as authorized by City Council Resolution No. 2019-024 with respect to certain studies, planning, design and construction of improvements to the City water system, wastewater system, reuse water, stormwater systems, gas system, Lake City Gateway Airport, City recreational facilities, City Hall, City safety facilities and streets (herein collectively the “City Projects”); and

WHEREAS, the Continuing Contract provides that Jones Edmunds shall perform services to the City only when requested to and authorized in writing by the City and that each request for services shall be for a specific project, with the scope of the work to be performed by and compensation to be paid to Jones Edmunds for each separate project and be defined by and embodied in a separate Task Assignment; and

WHEREAS, the City desires the assistance of Jones Edmunds to receive assistance with the completion of an Emergency Response Plan pursuant to the terms and conditions of Task Assignment Number Four, a copy of which is attached hereto as “Exhibit A” and made a part of this resolution, and in compliance with the Continuing Contract.

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

Section 1. The above recitals are all true and accurate and are

incorporated herein and made a part of this resolution.

Section 2. The City is hereby authorized to execute Task Assignment Number Four with Jones Edmunds.

Section 3. The City Manager and City Attorney are authorized to make such reasonable changes and modifications to Task Assignment Number Four as may be deemed necessary to be in the best interest of the City and its citizens. The Mayor is authorized and directed to execute and deliver Task Assignment Number Four in the name and on behalf of the City, with such changes, amendments, modifications, omissions, and additions made by the City Manager and City Attorney, if any. Execution by the Mayor and Jones Edmunds shall be deemed to be conclusive evidence of approval of such changes, amendments, modifications, omissions, and additions if any.

PASSED AND ADOPTED at a meeting of the City Council this ____ day of February 2021.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

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

TASK ASSIGNMENT FOUR TO THE CONTINUING CONTRACT BETWEEN THE CITY OF LAKE CITY, FLORIDA, AND JONES, EDMUNDS & ASSOCIATES, INC., FOR PROFESSIONAL CONSULTING SERVICES AND PREPARATION OF AN EMERGENCY RESPONSE PLAN.

THIS TASK ASSIGNMENT NUMBER FOUR is made and entered into this ____ day of February, 2021, by and between the CITY OF LAKE CITY, FLORIDA, a municipal corporation, located at 205 North Marion Avenue, Lake City, Florida 32055 (herein referred to as "City") and JONES, EDMUNDS & ASSOCIATES, INC., a Florida limited liability company, having a mailing address of 730 NE Waldo Road, Gainesville, Florida 32641 (herein referred to as "Consultant")

RECITALS

A. City and Consultant have heretofore entered into a Continuing Contract during March 2019, for professional consulting services as authorized by City Council Resolution No. 2019-024 (the "Continuing Contract").

B. The Continuing Contract provides that Consultant shall perform services to the City only when requested to and authorized in writing by City and that each request for services shall be for a specific project, with the scope of the work to be performed by and compensation to be paid to Consultant for each separate project and be defined by and embodied in a separate Task Assignment.

C. Having previously submitted the City's Risk and Resilience Assessment, the City is in need of additional assistance with the completion of an Emergency Response Plan and desires to enter into Task Assignment Four

with Consultant for such services pursuant to the terms and conditions contained in Consultant's proposed Scope of Services (hereinafter "Supplemental Agreement"), a copy of which is attached hereto as "Exhibit A".

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. **RECITALS**: The above recitals are all true and accurate and are incorporated herein and made a part of Task Assignment Four.
2. **PROJECT**: The City hereby engages Consultant and Consultant agrees to furnish to the City the services and work as set forth in the Supplemental Agreement, attached hereto, within three (3) calendar months from the Consultant's receipt of a Notice to Proceed
3. **COMPENSATION TO CONSULTANT**: City shall pay Consultant a fixed fee for services at a total projected cost not to exceed \$45,545.00.
4. **PROVISIONS OF CONTINUING CONTRACT**: The terms, provisions, conditions, obligations, and requirements of the Continuing Contract are incorporated in to, and made a part of, this Task Assignment and shall be binding on, and complied with by, Consultant.
5. **ATTORNEYS' FEES AND COSTS**. In the event of breach by either party of the Continuing Contract or Task Assignment, the breaching party shall be liable for and agrees to pay, all costs and expenses incurred in the enforcement of this Continuing Contract or Task Assignment Four, including reasonable attorneys' fees.

6. **ENTIRE AGREEMENT.** This Task Assignment Four and the Continuing Contract constitute the entire agreement between the City and Consultant and supersedes all prior written or oral understandings with respect to the project. This Task Assignment Four may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7. **PARTIES BOUND.** This Task Assignment Number Four shall be binding upon and shall inure to the benefit of the City and Consultant, their successors and assigns.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Assignment Number Four as of the day and year first above written.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

By: _____
Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

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

ATTEST:

JONES, EDMUNDS & ASSOCIATES, INC.

By: _____
Angela Witt,
Contracts Administrator

By: _____
Stanley F. Ferreira, Jr.,
Vice President

SCOPE OF SERVICES



UTILITY EMERGENCY RESPONSE PLAN UPDATE

PREPARED FOR: Paul Dyal
Executive Director of Utilities
692 SW Saint Margarets Street
Lake City, Florida 32025

DATE: December 18, 2020

SUBJECT: Jones Edmunds Opportunity No. 95110-448-20

PROJECT BACKGROUND

America’s Water Infrastructure Act of 2018 (AWIA) requires that all community water systems serving populations greater than 3,300 persons shall assess the risks to, and resilience of, its system (referred to hereinafter as the Risk and Resilience Assessment or “RRA”). The detailed RRA culminates with an Implementation Plan for capital and operational needs for risk and resilience management of the system. Due to the City’s population size, the assessment must be certified to the Administrator of the Environmental Protection Agency (EPA) by June 30, 2021.

Within six months of completion of the RRA, America’s Water Infrastructure Act of 2018 also requires a letter of certification to EPA that the Emergency Response Plan (ERP) for the utility has been updated. For the City’s system this date is December 30, 2021. Both the RRA and the ERP are required to be updated at least every 5 years thereafter. The ERP must contain the following elements:

- Strategies and resources to improve the resilience of the system, including the physical security and cybersecurity of the system;
- Plans and procedures that can be implemented, and identification of equipment that can be utilized, in the event of a malevolent act or natural hazard that threatens the ability of the community water system to deliver safe drinking water;
- Actions, procedures, and equipment which can obviate or significantly lessen the impact of a malevolent act or natural hazard on the public health and the safety and supply of drinking water provided to communities and individuals, including the development of alternative source water options, relocation of water intakes, and construction of flood protection barriers; and
- Strategies that can be used to aid in the detection of malevolent acts or natural hazards that threaten the security or resilience of the system.

The ERP can be developed based on existing emergency plans such as the Hurricane Plan but is required to include response protocols for any type of emergency or event identified as a threat during the RRA. The suggested format for the ERP will be based on industry standards including the Federal Emergency Management Agency Comprehensive

Preparedness Guide (CPG 101) and on American Water Works Association guidance M19 Emergency Planning for Water and Wastewater Utilities.

SCOPE OF SERVICES

Jones Edmunds proposed the AWIA work be completed in two phases. The work associated with Phase 1 pertained to the RRA and was previously completed by Jones Edmunds and the City. The work related to Phase 2 includes the update to the City's ERP and is described herein.

PHASE 2 – EMERGENCY RESPONSE PLAN UPDATE

TASK 1 – KICKOFF MEETING AND EXISTING ERP AND DOCUMENT REVIEW

Kickoff Meeting: During the kickoff meeting the CONSULTANT and CITY staff will establish the goals, expectations and metrics, and project logistics for Phase 2; identify appropriate members for the CITY's ERP Team (which may include representatives from outside agencies such as City/County emergency management, police, fire, HAZMAT, Department of Environmental Protection, and others related to emergency response); review threats from the risk assessment and mitigation measures which may include development of incident specific response plan; discuss utility background/history in emergencies and emergency exercises; identify documents to fit under the ERP umbrella for ease of use and update; and discuss industry standards for ERP, specific information for the ERP document, and submit a data request list.

Data Collection and Review: CONSULTANT will review the documents provided by the CITY to identify data gaps and assist in collecting other local, regional, and state resources to supplement the CITY's information. This includes the CITY's related plans and response procedures such as the following documents:

- Existing Emergency Response Plan,
- Emergency planning/response policies and procedures,
- Training and exercise plans,
- Equipment lists,
- Community emergency operations plans,
- Mutual aid agreements, and
- Emergency Communications Plan.

Deliverables: CONSULTANT will prepare an agenda, meeting materials, and meeting minutes for distribution to the CITY staff as documentation of proceedings. Electronic copies of the meeting minutes will be provided within two weeks of the meeting completion. A draft table of contents for the ERP document will be submitted for this task.

TASK 2 – STAFF INTERVIEWS, ACTION CHECKLISTS, AND WORKSHOP 1

CONSULTANT will conduct staff interviews to develop and update the Utility's Incident Management Team (IMT) and Emergency Action Levels (EALs). During Workshop 1, CONSULTANT and CITY's ERP Team will designate the incident management team, including identifying three people for each role. The CONSULTANT and ERP Team will develop and discuss incident action checklists (IACs) for threats/hazards identified in the RRA process as

relevant to the CITY. These checklists may include actions for mitigation, preparedness, response, and recovery phases of an emergency. Up to 8 IACs will be developed based on the threats identified in the RRA.

Deliverables: CONSULTANT will prepare an agenda, meeting materials, and meeting minutes for distribution to CITY staff as documentation of the proceeding. Electronic copies of the meeting minutes will be provided within two weeks of each workshop completion. The IACs will be included in the draft ERP.

TASK 3 – DRAFT AND FINAL ERP AND WORKSHOP 2

CONSULTANT will develop the draft ERP using guidance from USEPA, AWWA, FEMA, and the National Incident Management System/Incident Command System (NIMS/ICS) and data collected during site visits and interviews. CONSULTANT will include information from the existing CITY emergency response plan for the water system and append these to the updated ERP. The draft update may include the following components.

- Site Specific Information
- Roles and Responsibilities
- Core and Incident Specific Response Plans
- Communication Procedures
- Mitigation Strategies
- Training

The Draft ERP will be reviewed during Workshop 2 with the CITY ERP Team. CONSULTANT and CITY staff will discuss the CITY's comments and address data gaps (if any) to refine the ERP contents, communication protocols, and contact list. CONSULTANT and CITY staff will also determine the access rights for each incident-specific response procedure for CITY staff. CONSULTANT will update the draft ERP document and issue a final copy to the City.

Deliverables: The draft report will be delivered electronically for the City review. Up to 5 hard copies (available upon request) and an electronic version of the Final ERP will be submitted to the City Project Manager.

ASSUMPTIONS

- The CITY is responsible for coordinating with all CITY staff and personnel who should be involved in the assessment including non-utility staff (such as from police or fire departments).
- It is assumed that up to 8 City employees will attend 2-hour workshops.
- CONSULTANT will provide up to 2 attendees during the workshops, interviews, and meetings.
- All existing documents will be provided by the CITY in electronic files which can be used in the ERP. If needed, CONSULTANT will review sensitive documents in the CITY's office.
- If CITY specific documents are not available for update, the CONSULTANT will use industry-standard incident action checklists for natural hazards and emergency response plans for drinking water systems.
- The CITY will provide an updated contact list for incorporation into the updated ERP.
- CONSULTANT's role is to facilitate and document the process. All decisions will be made by the CITY. As a result, the ERP is not a signed-and-sealed document.
- The CITY will submit the required certifications by letter, email, or electronic submission to the EPA Administrator, following completion of the ERP.

SCHEDULE

The City's ERP certification must be completed by December 30, 2021. Jones Edmunds estimates that this project can be completed in 3 months following Notice to Proceed. A detailed Project Schedule with milestone deliverables and proposed meetings and workshops will be submitted to the City following the kickoff meeting.

COMPENSATION

Jones Edmunds proposes to complete the Scope of Services outlined above for a not-to-exceed lump-sum fee of \$45,545. Services will be billed monthly on a percent complete basis by Task. The table below provides the breakdown of the Task Fees.

Tasks	Fee
Task 1: Kickoff Meeting and Existing ERP and Document Review	\$11,750
Task 2: Staff Interviews, Action Checklists and Workshop 1	\$14,650
Task 3: Draft and Final ERP and Workshop 2	\$19,100
Total	\$45,500

File Attachments for Item:

12. City Council Resolution No. 2021-021 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of Task Assignment Number Five to the continuing contract with Jones Edmunds & Associates, Inc., for professional consulting services and the preparation of a Water Main Routing Study to provide recommendations to the City related to providing potable water utility service from the Price Creek Water Treatment Plant to the North Florida Mega Industrial Park; and at a cost not-to-exceed \$38,900.00.

Note: This item was recommended to City Council for consideration by the Utility Advisory Committee on January 14, 2021.

MEMORANDUM

Date: January 7, 2021
To: Utility Advisory Committee
From: Joseph Helfenberger, City Manager
Re: Proposal for Water Route Study



I am asking for re-consideration of supporting the water route study proposed by Jones Edmunds on November 30, 2020 for the following reasons:

First, there are existing water capacity problems with supplying potable water to the prison. For example, when hydrants are being flushed at the airport, the water pressure is greatly reduced at the prison.

Second, a potable water extension to the NFMIP is needed regardless of whether any industrial development happens. There is a residential component to the development at the North Florida Mega Industrial Park (NFMIP) that is planned to take place soon and it will need potable water. This housing development will be on the west side of the NFMIP, closest to the City water plant. The range of housing projected is between 300 to 700 new residences. It is anticipated that a new housing development would occur much quicker than the industrial development and there is a critical shortage of housing in our community.

Third, there is a greater possibility that the NFMIP will be annexed into the City for future tax base if the City provides the potable water service that is needed in a timely manner. There is already 130,000 gallons per day of sewer capacity available and 30,000 CFS of natural gas available for the NFMIP. The residential property tax base would be estimated to increase in a range from \$51,900,000 to \$121,100,000 (Average residential home value in Columbia County (\$173,000) times the number of projected homes (300 to 700 homes) at full build out.

The study would provide an estimate of the time to design and construct the water extension and would also be helpful information when applying for grants and other funding sources for the project.

The water route study will need to be done for any master plan efforts and the cost of the study is not expected to change significantly depending upon the timing of the work. The cost is \$38,900 and it is expected to take approximately 90 days to complete the study from the time Jones Edmunds would be given authorization to begin.

I am recommending that the Utility Advisory Committee recommend to the City Council to approve this proposal.

CITY COUNCIL RESOLUTION NO. 2021-021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE EXECUTION OF TASK ASSIGNMENT NUMBER FIVE TO THE CONTINUING CONTRACT WITH JONES EDMUNDS & ASSOCIATES, INC., FOR PROFESSIONAL CONSULTING SERVICES AND THE PREPARATION OF A WATER MAIN ROUTING STUDY TO PROVIDE RECOMMENDATIONS TO THE CITY RELATED TO PROVIDING POTABLE WATER UTILITY SERVICE FROM THE PRICE CREEK WATER TREATMENT PLANT TO THE NORTH FLORIDA MEGA INDUSTRIAL PARK; AND AT A COST NOT-TO-EXCEED \$38,900.00.

WHEREAS, the City of Lake City, Florida (hereinafter the “City”) entered into a Continuing Contract for Professional Services (hereinafter the “Continuing Contract”), with Jones Edmunds & Associates, Inc. (hereinafter “Jones Edmunds”) as authorized by City Council Resolution No. 2019-024 with respect to certain studies, planning, design and construction of improvements to the City water system, wastewater system, reuse water, stormwater systems, gas system, Lake City Gateway Airport, City recreational facilities, City Hall, City safety facilities and streets (herein collectively the “City Projects”); and

WHEREAS, the Continuing Contract provides that Jones Edmunds shall perform services to the City only when requested to and authorized in writing by the City and that each request for services shall be for a specific project, with the scope of the work to be performed by and compensation to be paid to Jones Edmunds for each separate project and be defined by and embodied in a separate Task Assignment; and

WHEREAS, the City desires to enter into Task Assignment Number Five with Jones Edmunds and receive an evaluation of the water main routing alternatives to provide potable water utility service from the City’s Price Creek Water Treatment Plant to the North Florida Mega Industrial Park, pursuant to the terms and conditions of Task Assignment Number Five, a copy of which is

attached hereto as "Exhibit A" and made a part of this resolution ("Task Assignment Number Five"), and in compliance with the Continuing Contract.

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

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

Section 2. The City is hereby authorized to execute Task Assignment Number Five with Jones Edmunds for the Additional Services.

Section 3. The City Manager and City Attorney are authorized to make such reasonable changes and modifications to Task Assignment Number Five as may be deemed necessary to be in the best interest of the City and its citizens. The Mayor is authorized and directed to execute and deliver Task Assignment Number Five in the name and on behalf of the City, with such changes, amendments, modifications, omissions, and additions made by the City Manager and City Attorney, if any. Execution by the Mayor and Jones Edmunds shall be deemed to be conclusive evidence of approval of such changes, amendments, modifications, omissions, and additions if any.

PASSED AND ADOPTED at a meeting of the City Council this ____ day of February 2021.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

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

EXHIBIT A

TASK ASSIGNMENT FIVE TO THE CONTINUING CONTRACT BETWEEN THE CITY OF LAKE CITY, FLORIDA, AND JONES EDMUNDS & ASSOCIATES, INC., FOR PROFESSIONAL CONSULTING SERVICES AND THE PREPARATION OF A WATER MAIN ROUTING STUDY TO PROVIDE RECOMMENDATIONS TO THE CITY RELATED TO PROVIDING POTABLE WATER UTILITY SERVICE FROM THE PRICE CREEK WATER TREATMENT PLANT TO THE NORTH FLORIDA MEGA INDUSTRIAL PARK.

THIS TASK ASSIGNMENT NUMBER FIVE is made and entered into this ____ day of February, 2021, by and between the CITY OF LAKE CITY, FLORIDA, a municipal corporation, located at 205 North Marion Avenue, Lake City, Florida 32055 (herein referred to as "City") and JONES, EDMUNDS & ASSOCIATES, INC., a Florida limited liability company, having a mailing address of 730 NE Waldo Road, Gainesville, Florida 32641 (herein referred to as "Consultant")

RECITALS

A. City and Consultant have heretofore entered into a Continuing Contract during March 2019, for professional consulting services as authorized by City Council Resolution No. 2019-024 (the "Continuing Contract").

B. The Continuing Contract provides that Consultant shall perform services to the City only when requested to and authorized in writing by City and that each request for services shall be for a specific project, with the scope of the work to be performed by and compensation to be paid to Consultant for each separate project and be defined by and embodied in a separate Task Assignment.

C. The City is in need of additional assistance with the completion of an evaluation of water main routing alternatives from the City's Price Creek Water

Treatment Plant to the North Florida Mega Industrial Park and desires to enter into Task Assignment Five with Consultant for such services pursuant to the terms and conditions contained in Consultant's proposed Scope of Services (hereinafter "Scope of Services"), a copy of which is attached as "Exhibit A".

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements herein contained, the parties hereto agree as follows:

1. **RECITALS**: The above recitals are all true and accurate and are incorporated herein and made a part of this Task Assignment.
2. **PROJECT**: The City hereby engages Consultant and Consultant agrees to furnish to the City the services and work as set forth in the Scope of Services, attached hereto within ninety (90) days from the Consultant's receipt of a Notice to Proceed.
3. **COMPENSATION TO CONSULTANT**: City shall pay Consultant a fixed fee for services at a total projected cost not to exceed \$38,900.00.
4. **PROVISIONS OF CONTINUING CONTRACT**: The terms, provisions, conditions, obligations, and requirements of the Continuing Contract are incorporated in and made a part of this Task Assignment and shall be binding on, and complied with by, Consultant.
5. **ATTORNEYS' FEES AND COSTS**. In the event of breach by either party of the Continuing Contract or Task Assignment, the breaching party shall be liable for and agrees to pay, all costs and expenses incurred in the enforcement of this Continuing Contract or Task Assignment including reasonable attorneys' fees.

6. **ENTIRE AGREEMENT**. This Task Assignment and the Continuing Contract constitutes the entire agreement between the City and Consultant and supersedes all prior written or oral understandings with respect to the project. This Task Assignment may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7. **PARTIES BOUND**. This Task Assignment shall be binding upon and shall inure to the benefit of the City and Consultant, their successors and assigns.

IN WITNESS WHEREOF, the parties hereto have made and executed this Task Assignment as of the day and year first above written.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

By: _____
Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

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

ATTEST:

JONES, EDMUNDS & ASSOCIATES, INC.

By: _____
Angela Witt,
Contracts Administrator

By: _____
Stanley F. Ferreira, Jr.,
Vice President

November 30, 2020

Joe Helfenberger
City Manager
City of Lake City
205 N. Marion Street
Lake City, FL 32055

RE: Lake City Water Main Routing Study
Jones Edmunds Opportunity No.: 95110-XXX-20

Dear Mr. Helfenberger:

In accordance with your request, Jones Edmunds is pleased to submit this Scope of Services for the Lake City Water Main Routing Study to evaluate water main route alternatives to provide potable water utility service from the City's Price Creek Water Treatment Plant to customers of the North Florida Mega Industrial Park.

BACKGROUND

Columbia County (County) is developing the North Florida Mega Industrial Park (NFMIP) in conjunction with a private landowner, Weyerhaeuser, east of the City of Lake City (City). The construction of least one new business is anticipated by the end of 2021. The County is pursuing the permitting and construction of a raw water well but the timeline to completion is uncertain. This study will serve to provide recommendations for the City to provide potable water utility service from the Price Creek Water Treatment Plant (WTP) to the NFMIP, including pipe sizing, route alternatives, and cost estimating.

SCOPE OF SERVICES

The Scope of Services is to prepare a Water Main Routing Study technical memorandum that will detail the recommend pipe size, water main route alternatives, and an engineer's opinion of probable construction cost for the recommended route. The expected tasks to be completed under this Scope of Services are described below.

TASK 1: PROJECT MANAGEMENT AND KICKOFF MEETING

This task includes project initiation, project management, and the project kickoff meeting. Jones Edmunds proposes the subtasks below.

1.1 PROJECT INITIATION AND PROJECT MANAGEMENT

The purpose of this subtask is to facilitate coordination and communication between the City and Jones Edmunds and to report project progress to the City on an ongoing basis.

- Monthly status reports will be provided to the City's Project Manager.

- Set up project files and prepare the Project Plan that will be used throughout the project. The Plan will summarize the City's goals and critical success factors, project schedule, project budgets, communication plan, accounting/invoicing procedures, and project contacts list. This will be a tool for all project team members to assess the project's progress.
- Monitor project progress (percent complete and schedule) and manage the project in conformance with the Project Plan to the extent possible throughout the contract. Monthly invoices will be submitted in accordance with the contract requirements.

1.2 KICKOFF MEETING

A project kickoff meeting will be held virtually through Microsoft Teams. During the kickoff meeting, the following will be discussed:

- Project purpose and objectives – confirm City goals.
- Project schedule.
- Project team roles, responsibilities, and communication.
- Critical success factors.
- Project schedule.
- Project data needs. Before the kickoff meeting Jones Edmunds will provide the City with a list of data needs. Anticipated data needs include, but may not be limited to:
 - Latest City geodatabases of the following: water supply and transmission system, wastewater collection and transmission system, natural gas transmission system, and other utilities.
 - For areas without known geodatabase information on system components, City staff will mark up a provided map at or before the kickoff meeting with pipe type, size, as well as age and material if known.
 - Record drawings and/or specifications for the Price Creek WTP and the potable water infrastructure in the vicinity of the NFMIP and Lake City Gateway Airport.
 - Pump curves for the Price Creek WTP high service pumps.
 - Available daily Supervisory Control and Data Acquisition (SCADA) pump run-time data and other available collected data for the past year such as recorded flows and pressures.
 - Monthly pump run-time data for the past year.
 - Number and type of connections and service-area population.
 - Level-of-service water flow in gallons per day and pressure in pounds per square inch for each known future development.
 - Monthly water use data within the service area for the past year.
 - Community Planning Documents with Land Use (future and existing) and population projections.
 - Other reports and documents as deemed necessary by City staff.

DELIVERABLES:

- Meeting agenda and meeting minutes will be e-mailed to the City's Project Manager.
- Status updates will be emailed monthly to the City's Project Manager.

KEY ASSUMPTIONS:

- All data will be provided in electronic format (Word, Excel, ArcGIS shapefile or geodatabase, and AutoCAD drawing files preferred; if not available, PDF) where available within 14 days of the Kickoff Meeting.

TASK 2: DATA COLLECTION/DATA GAP ANALYSIS

- Develop maps and shapefiles identifying water transmission main data gaps.
- Review available SCADA data.
- Review as-builts of WTP and transmission system, and pump curves.
- Evaluate current and future maximum day potable and fire flow demands along the potential routes and destination to determine necessary pipe diameter to transmit required flows and maintain required pressures.
- Determine if adequate water supply and permitted capacity are available to meet the estimated demands.
- Prepare a draft technical memorandum (TM) summarizing the collected data findings, demand projections, and water main sizing.
- Attend one virtual meeting with City staff to discuss the data review and pipe sizing.

DELIVERABLES:

- PDF map of water transmission main data gaps.
- Meeting minutes emailed to the City's project manager follow the review meeting.
- Draft TM will be emailed to the City's project manager in PDF format.
- Status updates will be emailed monthly to the City's Project Manager.

KEY ASSUMPTIONS:

- If NFMIP customer flow and pressure demands are not available, Jones Edmunds will assume LOS based on the types of businesses that have expressed an interest in the park, industry-standard demands, and a percentage of estimated developable acreage.

TASK 3: ROUTE EVALUATION AND MODEL SCENARIO DEVELOPMENT

Jones Edmunds will evaluate two route alternatives and model scenarios for a new water transmission main from the Price Creek WTP to the NFMIP. Considerations of the advantages and disadvantages of each route will include:

- Route length.
- Land or easement acquisition needs.

- Elevation.
- Potential utility conflicts.
- Construction requirements, i.e. length of directional drills versus open cuts.
- Potential future connections along the route.
- Potential for looping to minimize pressure drops.
- Wetlands along the route.

Jones Edmunds will develop model scenarios for each route based on the maximum daily flow and estimated pressures to determine the feasibility of each alternative. Jones Edmunds will update the draft TM to include a summary of the routing evaluation, including the relative advantages and disadvantages of each route and the proposed model parameters.

DELIVERABLES:

- PDF map of route alternatives.
- Status updates will be emailed monthly to the City's Project Manager.

KEY ASSUMPTIONS:

- City staff will provide preferred route alternatives for evaluation in electronic format (ArcGIS shapefile or geodatabase preferred; if not available, PDF) within 14 days of the Kickoff Meeting.
- This task does not include survey, geotechnical investigation, or environmental assessment. A desktop evaluation of existing geotechnical information and wetland boundaries will be performed.

TASK 4: HYDRAULIC MODEL DEVELOPMENT AND ALTERNATIVES ANALYSIS

This task evaluates the City's existing potable water supply system's ability to transmit water from the Price Creek WTP to customers at the NFMIP.

Jones Edmunds proposes the following:

- Develop a hydraulic model of the existing potable water transmission system in the vicinity of the NFMIP using Bentley systems' WaterGEMS software. Model development will be based on the City's latest GIS data as provided by the City and collected in Tasks 1 and 2.
- Allocate existing and near-term projected flows generated in Task 1 to the Price Creek WTP. Flows will be allocated based on AADF and peaking factors will be used to adjust for MDF.
- Verify the model to the extent feasible based on the available existing SCADA data and the provided pump curves and as-builts.

- Perform hydraulic modeling evaluation to analyze the City's Price Creek WTP and existing potable water transmission system with the two possible route scenarios. Model scenarios will be conducted for near-term MDF.
- Meet with City staff to review modeled route alternatives. The goal of the meeting is to select a recommended route.

DELIVERABLES:

- Meeting minutes will be e-mailed to the City's Project Manager for distribution following the route review.
- Draft TM will be emailed to the City's project manager in PDF format.

KEY ASSUMPTIONS:

- Up to three scenarios will be modeled.
- Model will be calibrated based on existing user and SCADA data as provided by the City.

TASK 5: CAPITAL IMPROVEMENT PROJECT COSTS AND WATER MAIN ROUTING STUDY DEVELOPMENT

5.1 COST ESTIMATES OF RECOMMENDED IMPROVEMENTS

- Prepare planning-level Engineer's Opinion of Probable Construction Costs for recommended water main size and route. Costs will be presented in 2020 dollars. Costs associated with engineering and construction contingencies will be included.

5.2 DRAFT AND FINAL WATER MAIN ROUTING STUDY

- Prepare the draft Water Main Routing Study summarizing the project effort for review and comment by the City.
- Meet with the City virtually to discuss the draft Study and receive comments.
- Following the review meeting, finalize the draft Study by incorporating the City's comments.

DELIVERABLES:

- Meeting minutes will be emailed to the City's project manager following the review meeting.
- Draft and Final Water Main Routing Study in PDF format.
- Final WaterGEMS and ArcGIS data collected and developed for the Study.

KEY ASSUMPTIONS:

- The cost opinions' accuracy range will be a Class 4 estimate, in accordance with the Association for the Advancement of Cost Engineering International's Cost Estimate Classification System (Recommended Practice No. 18R-97).

PROJECT SCHEDULE

Jones Edmunds will begin working on this project within two weeks of receipt of a signed task order from the City. The estimated project schedule is as follows:

Task	Days	Days from NTP
Task 1 – Project Management and Kickoff Meeting	15	15
Task 2 – Data Collection and Data Gap Analysis	15	30
Task 3 – Route Evaluation and Scenario Development	15	45
Task 4 – Hydraulic Model Development and Alternative Analysis	30	75
Task 5 – Capital Improvement Project Costs and Water Main Routing Study Development	15	90
Total		90

PROJECT FEE

Jones Edmunds proposes to perform the Scope of Services as described herein for a lump sum fee of \$38,900.

Task	Total Cost
Task 1 – Project Management and Kickoff Meeting	\$4,800
Task 2 – Data Collection and Data Gap Analysis	\$5,700
Task 3 – Route Evaluation and Scenario Development	\$6,500
Task 4 – Hydraulic Model Development and Alternative Analysis	\$8,900
Task 5 – Capital Improvement Project Costs and Water Main Routing Study Development	\$13,000
Total Fee	\$38,900

Jones Edmunds appreciates your trust in our staff in continuing to serve the City of Lake City and we look forward to working with the City on this important project. If you have any questions or wish to discuss any aspect of the proposed Scope of Services, please contact us at (352) 377-5821.

Sincerely,


Jamie Sortevik Bell, PE, CFM
jsbell@jonesedmunds.com

File Attachments for Item:

13. Discussion and Possible Action: Recommendations from Utility Advisory Committee (Joseph Helfenberger)

During the January 14, 2021 Utility Advisory Committee Meeting the following motions were brought forward as recommendations for consideration by the City Council:

Mr. Sampson made a motion to recommend to City Council for consideration, stating the City is dedicated to providing utilities for Lake City and all of Columbia County. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed on a 10-0 vote.

Mr. Sampson made a motion to recommend to City Council for consideration, stating the City and County will work together to develop a five year strategic plan for countywide utilities. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed on a 10-0 vote.

Attached for consideration is a draft proclamation memorializing the recommended action from the Utility Advisory Committee. If approved by the council, the proclamation will be prepared and placed on the February 16, 2021 City Council Agenda.

City of Lake City, Florida

PROCLAMATION

WHEREAS, the City of Lake City, Florida (hereinafter the “City”) operates water, wastewater, and gas utilities (hereinafter the “Utilities”) within the municipal limits and certain unincorporated areas of Columbia County, Florida (hereinafter the “County”); and

WHEREAS, the Utilities are essential to the long-term economic development of both the City and the County; and

WHEREAS, the development and distribution of the Utilities to areas of the County is beneficial to the long-term comprehensive plans of both the City and the County; and

WHEREAS, the City and Board of County Commissioners (hereinafter the “Board”) work cooperatively on various economic and infrastructure development projects to which the Utilities are vital; and

WHEREAS, the City receives numerous benefits from the smart growth management in, and of, the County; and

WHEREAS, the City, with the assistance of the Board, is committed to investing the resources necessary to continually upgrade and modernize the equipment that delivers the Utilities, so that the Utilities may be provided to additional areas of the County; and

WHEREAS, the City and the Board understand that there are efficiencies that can be gained by working cooperatively to provide the Utilities to areas of the County; and

WHEREAS, on January 14, 2020, the City’s utility advisory committee approved a motion to recommend to the City Council that the City commit to providing the Utilities to additional areas of the County; and

WHEREAS, on January 14, 2020, the City’s utility advisory committee approved a motion to recommend to the City Council that the City commit to working with the Board in an effort to adopt a five (5) year strategic plan for the provision of the Utilities to the County; and

WHEREAS, this Proclamation is issued to memorialize the City’s dedication to:

1. providing utilities to all permissible areas of Columbia County, Florida; and
2. working with the Board of County Commissioners of Columbia County, Florida in an effort to adopt a five (5) year strategic plan for the provision of utilities to the County.

NOW, THEREFORE, the City Council of the City of Lake City, Florida, does hereby proclaim its dedication to providing utility services to the current, and future, citizens and businesses located in Columbia County, Florida.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen Witt, Mayor
City of Lake City

File Attachments for Item:

14. Discussion and Possible Action - Utility Advisory Committee Membership (Joseph Helfenberger)

During the January 14, 2021 Utility Advisory Committee Meeting the following motion was brought forward as a recommendation for consideration by the City Council:

Mr. Sampson made a motion to recommend to City Council for consideration the reconstitution of the Utility Advisory Committee. The motion provides for the following as voting members: two (2) City Council Members; two (2) County Commissioners, the City Manager, the County Manager, the City Utility Director and the County Economic Development Director. Mayor Witt seconded the motion. A roll call vote was taken and the motion passed on a 6-4 vote.

Attached for reference: City Council Resolution No. 2020-149, City Council Ordinance No. 2011-2011 and City Code Section 2-48.

FLK/aj
12/11/20
12/14/20 Rev.
12/15/20 Rev.

CITY COUNCIL RESOLUTION NO. 2020-149

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, APPOINTING MEMBERS TO SERVE ON THE UTILITY ADVISORY COMMITTEE TO THE CITY COUNCIL, AS CREATED BY THE CODE OF THE CITY OF LAKE CITY, FLORIDA; REPEALING ALL RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lake City, Florida (hereinafter the “City”) through Ordinance No. 2011-2011 created and established the Utility Advisory Committee (hereinafter the “Utility Committee”), as a standing advisory committee of the City Council; and

WHEREAS, the Utility Committee has been created to study, evaluate, and recommend to the City Council the various services and facilities needed to provide the citizens of the City the most efficient and effective government; and

WHEREAS, the Utility Committee shall consist of two City Councilmembers, together with non-Councilmembers to be appointed by the Mayor with the consent and approval of the City Council, and pursuant to section 2-48, Code of the City of Lake City, Florida, the Mayor may serve as an ex-officio member; and

WHEREAS, members of the Utility Committee are to be appointed for a two-year term; and

WHEREAS, the Mayor finds that the best interests of the City are served by recommending the appointment of the following positions within the City (current position holders are identified by name) to the Utility Committee for a term expiring at midnight on December 21, 2022:

Chairperson: Councilmember Chris Greene

Councilmember: Councilmember Todd Sampson

Non-Councilmembers:

- City Manager, Joseph Helfenberger
- Assistant City Manager, Daniel Sweat
- Executive Director of Utilities, Paul Dyal
- Director of Wastewater Treatment Plant, Cody Pridgeon
- Director of Water System, Michael Osborn
- Director of Natural Gas Utility, Steve Brown
- Director of Distribution and Collection, Brian Scott
- Director of Public Works, Thomas Henry
- Building Official and Director of Growth Management, David Young

Ex-officio member: Mayor Witt

FLK/aj
12/11/20
12/14/20 Rev.
12/15/20 Rev.

WHEREAS, the City Council finds the approval of the members recommended by the Mayor to the Utility Committee to be in the best interests of the City.

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

Section 1. The above recitals are true and accurate and adopted and are hereby made a part of this resolution.

Section 2. The members recommended by Mayor to serve on the Utility Committee are hereby approved and shall serve until midnight on December 21, 2022.

Section 3. Conflict. All resolutions or portions of resolutions in conflict with this resolution are hereby repealed to the extent of such conflict.

Section 4. Effective Date. This resolution shall take effect immediately upon adoption.

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

CITY OF LAKE CITY, FLORIDA

By: Stephen M. Witt
Stephen M. Witt, Mayor

ATTEST:
By: Audrey E. Sikes
Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:
By: F. L. Koberlein, Jr.
Frederick L. Koberlein, Jr.,
City Attorney

HFD/lss
1/13/2011
5/16/2011
7/12/2011 (revised)
7/13/2011 (revised)

CITY COUNCIL ORDINANCE NO. 2011-2011

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA AMENDING AND RESTATING SECTIONS 2-48 AND 2-49, ARTICLE TWO, CHAPTER II, OF THE CITY CODE RELATING TO SPECIAL AND STANDING ADVISORY COMMITTEES OF THE CITY COUNCIL; MAKING FINDINGS WITH RESPECT TO CREATING AND ESTABLISHING STANDING ADVISORY COMMITTEES; CREATING AND ESTABLISHING AN AIRPORT ADVISORY COMMITTEE; CREATING AND ESTABLISHING A BEAUTIFICATION ADVISORY COMMITTEE; CREATING AND ESTABLISHING A COMMUNITY REDEVELOPMENT ADVISORY COMMITTEE ("CRAC"); CREATING AND ESTABLISHING A UTILITY ADVISORY COMMITTEE; CREATING AND ESTABLISHING AN ADVISORY COMMITTEE OF THE WHOLE COUNCIL; PROVIDING THAT EACH CITY COUNCIL AND NON-CITY COUNCIL MEMBERS ON EACH ADVISORY COMMITTEE SHALL BE APPOINTED BY THE MAYOR SUBJECT TO THE CONSENT AND APPROVAL BY RESOLUTION OF THE CITY COUNCIL; PROVIDING THAT MEMBERS SHALL SERVE ON COMMITTEES FOR A TERM NOT TO EXCEED TWO (2) YEARS; PROVIDING THAT MEMBERS MAY BE RE-APPOINTED TO ADVISORY COMMITTEES FOR ONE OR MORE CONSECUTIVE TERMS SUBJECT TO THE CONSENT AND APPROVAL OF THE CITY COUNCIL; PROVIDING FOR THE RESPONSIBILITIES, DUTIES AND AUTHORITY OF EACH COMMITTEE; PROVIDING FOR THE CREATION OF ADDITIONAL COMMITTEES; PROVIDING FOR COMMITTEE RULES; PROVIDING FOR CITY ATTORNEY TO RENDER LEGAL ADVICE TO COMMITTEES; PROVIDING FOR CITY CLERK TO SERVE AS SECRETARY TO COMMITTEES; PROVIDING THAT ALL COMMITTEE MEETINGS SHALL BE OPEN TO THE PUBLIC AND SHALL COMPLY WITH THE REQUIREMENTS OF CHAPTERS 112, 119 AND 286, FLORIDA STATUTES; PROVIDING THAT ALL COMMITTEES SHALL ACT ONLY IN AN ADVISORY CAPACITY TO THE CITY COUNCIL, OR TO THE CRA AS TO THE CRAC; AUTHORIZING THE COMMUNITY REDEVELOPMENT ADVISORY COMMITTEE HEREIN CREATED TO ACT IN AN ADVISORY CAPACITY TO THE LAKE CITY COMMUNITY REDEVELOPMENT AGENCY ("CRA"); PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT WITH ANY OF THE PROVISIONS OF THIS ORDINANCE; PROVIDING FOR A SEVERABILITY CLAUSE; PROVIDING FOR THE INCLUSION OF THIS ORDINANCE IN THE CITY CODE; AND PROVIDING FOR AN EFFECTIVE DATE.

NOW THEREFORE, BE IT ENACTED BY THE PEOPLE OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. Section 2-48, Article 2, Chapter II, of the Code of the City of Lake City, Florida is hereby amended and restated in its entirety and as amended and restated shall read as follows:

CHAPTER II

ARTICLE TWO.

Section 2-48. Special Standing Committees

I. **Findings:** The City hereby finds that it can best provide for the safety, welfare, health needs and development of the City and make the most effective use of its powers and provide services and facilities to the community by creating and establishing various committees of City Council members and non-City Council members who shall study, evaluate and recommend to the City Council the various services and facilities needed to provide the citizens of the City the most efficient and effective government. To that end, the following standing advisory committees of the City Council are established:

A. Airport Advisory Committee.

1. There is hereby created and established an Airport Advisory Committee (the "Airport Committee") which shall consist of two (2) City Council members, together with three (3) non-council members,

consisting of the City Manager, Executive Director of Administrative Services and the Airport Manager.

2. **Functions and Responsibilities of Airport Committee.** The Airport Committee shall:

a. study, investigate, develop, assist, advise and recommend to the City Council on any and all matters pertaining to the needs of the airport and the promotion of the airport for both aviatational and non-aviational purposes;

b. study the needs of and develop plans for the maintenance of all airport facilities including runways;

c. coordinate activities at the airport including special events, lease negotiations, landlord-tenant issues, Federal Aviation Administration and Florida Department of Transportation project activities;

d. coordinate the development and preparation of 5-year work programs, airport master plans, timber management to avoid height obstructions; and

e. provide City Council with recommendations regarding airport master plans, obtain grants, budgeting, staffing, airport improvements, economic development of the airport industrial park and plans to promote the airport.

B. Beautification Advisory Committee.

1. There is hereby created and established a Beautification Advisory Committee (the "Beautification Committee") which shall consist of two (2) City Council members, together with such non-council members appointed by the Mayor with the consent and approval by resolution of the City Council.

2. **Functions and Responsibilities of the Beautification Committee.** The Beautification Committee shall:

(a) study, investigate, develop, assist, advise and recommend to the City Council any and all matters pertaining to beautification, sanitation, environment and citizens' participation relating thereto;

(b) advise and recommend plans to organizations and groups in the City and promote public interest in the general improvement of the appearance of the City;

(c) participate with and serve as the City's representative on the joint City-County Beautification Committee;

(d) develop plans and make preparations for the annual Florida Arbor Day, National Arbor Day (tree give away

program), and for the City to be designated each year as Tree City USA;

(e) prepare, locate sites, and install and erect appropriate "Welcome to Lake City" signs.

(f) initiate, promote and assist in the implementation of general community beautification.

(g) promote, cooperate with and coordinate the activities of individuals, agencies, organization and groups, public or private, whose plans, activities and programs bear on the appearance of the City.

(h) prepare both general and specific proposals for improving the appearance of the City. such proposals may include suggested goals and standards for the aesthetic enhancement of the City or any part thereof, including public ways and areas, open spaces, and public and private buildings and projects.

(i) participate in appropriate ways in the implementation of such proposals. This participation may including making studies of the visual assets and liabilities of the community, including surveys and inventories of an appropriate nature,

with particular attention to the appearance of properties along the major streets and thoroughfares of the City.

(j) Develop and supervise programs of the City and citizens cooperation to protect and upgrade such properties, consisting of, but not limited to contacts and discussions with citizen groups, business groups and individuals to encourage cooperative improvement of the City's appearance.

3. The two (2) council members of the Beautification Committee shall represent the City at the City-County Joint Beautification Committee, as it may exist from time to time.

C. Community Redevelopment Advisory Committee.

1. There is hereby created and established a Community Redevelopment Advisory Committee (herein "CRAC") of the City Council, which shall consist of the Mayor and one (1) City Council member, together with seven (7) non-council members, each of whom shall be either a resident of the City and/or operate a business in the City (preferably within the CRA area), who shall be appointed by the Mayor with the consent and approval by resolution of the City Council.

2. **Functions and Responsibilities of the Community Redevelopment Advisory Committee.** The Community Redevelopment Advisory Committee shall:

(a) Study, investigate, develop, assist, advise and recommend to the City Community Redevelopment Agency ("CRA") in all matters pertaining to the promotion and development of the City's commercial and residential CRA areas through use of tax increment financing ("TIF") funds.

(b) Advise and recommend plans to organizations and groups in the City and promote public interest in the general improvement of the appearance of the City.

(c) Study, develop, and recommend amendments to the CRA plan and for the expenditure and growth of CRA tax increment funds.

(d) Study, investigate, develop and recommend to the CRA various ways to promote the development of the City's downtown and neighborhoods, including, but not limited to, work with the Beautification Committee to resolve the on-going challenge of landscape maintenance and improvements of the appearance of major intersections in the City.

(e) To study and recommend to the CRA amendments to the City Codes and ordinances to address vacant and dilapidated housing, commercial buildings and unsightly vacant

lots and developing a master list of such identifiable properties.

(f) Review and study of zoning and land use regulations relating to the downtown district and making recommendations to the Planning and Zoning Board for amendments to the zoning regulations which would improve and promote new development in the downtown and CRA area.

(g) Perform periodic review of the Community Redevelopment Plan and when appropriate submit recommendations to the CRA for changes.

(h) Make written recommendations to the CRA on plan implementation, including developing an annual work program, setting project priorities, and developing incentives to further CRA efforts.

(i) Hold public meetings for the purpose of receiving citizen input related to the CRA area and to report such information to the CRA.

(j) Evaluate and provide recommendations to the CRA on the expenditure or use of local, state and/or federal funds for redevelopment activities within the CRA area

D. Utility Advisory Committee.

1. There is hereby created and established the Utility Advisory Committee (the "Utility Committee") which shall consist of two (2) City Council members, together with non-council members to be appointed by the Mayor with the consent and approval by resolution of the City Council.

2. **Functions and Responsibilities of the Utility Committee.** The Utility Committee shall:

(a) study, investigate, develop, assist, advise and recommend to the City Council any and all matters pertaining to the City utility systems;

(b) recommend from time to time to the City Council action on establishing new kinds of utility services, preserving and expanding existing utility services, on the financial needs of the utility systems, on making any changes in the utility rates and charges and on making any changes in service which may be beneficial to the public;

(c) initiate and review utility master planning efforts in the areas of water, sewer, natural gas and storm water projects. Review and recommend approval of projects and requests for extension of water, sewer and gas lines for new development. Provide recommendations regarding major annual maintenance programs, i.e. lift station rehabilitation, leak detection programs, water tank

refurbishment, systems enhancements, pilot programs to explore new or innovative operational techniques, utility standards, outside engineering proposals involving engineering services for water, sewer, gas and drainage projects.

(d) Except as otherwise provided for herein or in the City Code, the City Council shall take no action with respect to making major improvements to the existing utility systems, extending and providing new developments and subdivisions with utility services, or make any changes in the utility rates and charges, without first receiving from the Utility Committee its recommendations relating to such changes.

2. **Appointment of Advisory Committee Members.** Except as otherwise provided for herein, both City Council and non-council members on each of the respective advisory committees created herein shall be appointed by the Mayor with the consent and approval by resolution adopted by the City Council. The Mayor shall designate the chairperson of each of the respective advisory committees. Members of all advisory committees created herein shall serve without compensation.

3. **Mayor to be Ex-officio Member of Committees.** The Mayor may serve as an ex-officio member of each committee created in this Section 2-48.

4. **Role of Non-Council Advisory Committee Members.** The role of the non-council members on each of the advisory committees shall be to act in an advisory capacity to the council members of each respective advisory committee with staff support, recommendations, suggestions and such data and information relating and pertaining to the functions, responsibilities and duties of the respective advisory committees to assist and help the City Council members of the respective advisory committees in reaching prudent decisions and recommendations to City Council and to the CRA as to the CRAC. Said members shall be entitled to make motions and vote on all matters coming before the respective advisory committees.

5. **Role of Advisory Committees.** The role of each advisory committee created herein is advisory only and all of the recommendations and decisions of each respective advisory committee must be submitted in writing to the City Council, or to the CRA as to the CRAC, for its discussions and considerations at a regular or special meeting and shall be subject to the approval or disapproval of or modification by the City Council, or CRA as to the CRAC.

6. **Creation of Additional Committees.** The City Council may, from time to time, by resolution, establish and create additional advisory committees of the City Council or other citizens' committees. The number of members, the purpose, function and responsibilities of any such additional committees or boards shall be stated in the resolution creating any additional committee. The members of any such additionally created committee shall be appointed by the Mayor with the

consent and approval by resolution adopted by the City Council with one of such members being appointed chairperson thereof by the Mayor.

7. **Term.** Except as provided for herein, the members of each of the standing advisory committees herein created and established shall be appointed for a term of two years and, subject to being reappointed by the Mayor may serve on an advisory committee for one or more consecutive terms. Members reappointed to serve on an advisory committee may be reappointed by the Mayor with the consent and approval by resolution of the City Council. Vacancies occurring on an advisory committee for reasons other than the expiration of terms shall be filled in the same manner that the original appointments are made and shall be filled for the unexpired term of the member whose place has become vacant. The initial members of each advisory committee shall be appointed for a period terminating September 30, 2013. Thereafter the term of all members shall be for two years commencing October 1, 2013.

8. **Committee Rules.** Each advisory committee herein created and established may adopt rules for the transaction of business and shall keep minutes of its discussions, findings, and recommendations, all of which shall be open to public inspection. Robert's Rules of Order, newly revised, as amended from time to time shall govern the deliberations of each advisory committee.

9. **City Attorney.** The City Attorney shall render each committee legal advice when and as needed.

10. **Committee Secretary.** The City Clerk shall serve as the secretary to each committee created by the City Council, with the duty to:

(i) provide notice of each meeting of the committee to all members of the committee, members of the City Council, City Attorney and local news media at least twenty-four (24) hours (excluding Saturday, Sunday and holidays) prior to the meeting;

(ii) record and make, or cause to be made, the minutes of each committee meeting;

(iii) within no less than seven days prior to each meeting furnish copies of the minutes of each preceding committee meeting to all members of the committee, the City Manager, City Council members and the City attorney.

11. **Committee Meetings.** Each advisory committee herein created shall hold meetings when and as needed as determined by its respective chairperson, the Mayor, or the City Manager. The chairperson of each committee shall establish the time and place of any meeting which shall be noticed in writing at least five days prior to the meeting and shall be open to the public and shall comply with and abide by the requirements of the laws of Florida regarding public meetings, including the provisions and requirements of chapters 112, 119 and 286, Florida Statutes.

12. **Committees Advisory to Council, or CRA as to the CRAC.** Committees herein created and established by the City Council shall act only in an

advisory capacity to the City Council, or the CRA as to the CRAC, and shall have no authority to legally obligate the City or CRA in any way whatsoever. Each committee shall report its recommendations to the City Council, or the CRA as to the CRAC, at a regular or special meeting of the City Council so that the City Council or CRA may determine if the recommendations of the committee should be accepted in whole or part and implemented by formal action of the City Council, or CRA as to the CRAC.

Notwithstanding any provision in this section to the contrary, the committee of the whole shall have the right to consider and make recommendations to the City Council on any and all matters without first having received recommendations from any of the respective committees.

None of the respective advisory committees shall have the authority to enter into contracts for and on behalf of the City which financially obligates the City or CRA for the expenditure of either CRA or City funds.

Section 2. Section 2-49, Article 2, Chapter II, of the Code of the City of Lake City, Florida is hereby amended and restated in its entirety and as amended and restated shall read as follows:

CHAPTER II

ARTICLE TWO.

1. a. **Committee of the Whole Council.** There is hereby created and established the Committee of the whole, which shall

consist of all members of the City Council. The Mayor shall be the chairman of the committee.

b. **Functions and responsibilities of the Committee of the**

Whole Council. The Committee of the Whole Council shall:

i. Schedule and conduct workshop meetings to consider any matter pertaining to the functioning of the City, including any of the functions and responsibilities assigned to any of the special committees created in Section 2-48;

ii. Represent the City and serve on any joint City-County Committee composed of the members of the City Council, the Columbia County Board of Commissioners and, when applicable, the Mayor of Fort White.

c. The Mayor, or in his/her absence, the Vice Mayor, shall preside at all meetings of the Committee of the Whole and the rules of proceedings of the Council shall apply and be observed in all meetings of the Committee of the Whole as far as such rules may be applicable. The Committee of the Whole shall meet as often as is necessary to do so in order to carry out the business or matters referred to it by the Council. The Mayor or any two (2) members of the Council may call a meeting of the Committee of the Whole upon twenty-four (24) hours written notice to all members, the City Manager,

the City Attorney and the City Clerk. All meetings shall be open to the public.

The City Clerk shall serve as the secretary of the Committee of the Whole.

Section 3. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

Section 4. If any section, subsection, sentence, clause or phrase of this ordinance, or the particular application thereof be held invalid by any court, administrative agency, or any other body with appropriate jurisdiction, the remaining section, subsection, sentence, clause or phrase under application shall not be affected hereby.

Section 5. It is the intention of the City Council of the City of Lake City, Florida that the provisions of this ordinance shall become and be made a part of the Code of the City of Lake City, Florida, and that the sections of this ordinance may be re-numbered or re-lettered and the word ordinance may be changed to "section", "article" or such other appropriate word or phrase in order to accomplish such intentions.

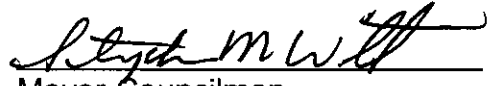
Section 6. This ordinance shall take effect upon its adoption.

PASSED AND ADOPTED upon first reading the 18th day of July,

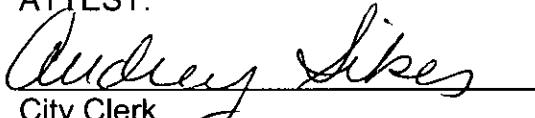
2011

NOTICE PUBLISHED on the 20th day of July, 2011.

PASSED AND ADOPTED upon second and final reading the 1st day of August, 2011.

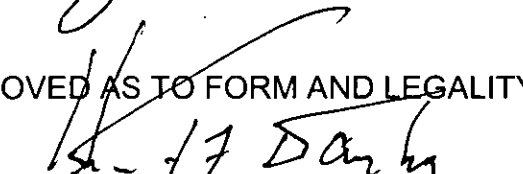

Mayor-Councilman

ATTEST:


City Clerk

APPROVED AS TO FORM AND LEGALITY:

by:

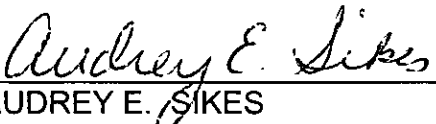

Herbert F. Darby, City Attorney

Record of Vote On First Reading

	For	Against	Absent	Abstain
Mayor Witt	_____	_____	_____✓_____	_____
Councilmember Hill	_____✓_____	_____	_____	_____
Councilmember Jefferson	_____✓_____	_____	_____	_____
Councilmember Moses	_____✓_____	_____	_____	_____
Councilmember Ward	_____✓_____	_____	_____	_____

Certification

I, AUDREY E. SIKES, City Clerk for the City of Lake City, Florida, hereby certify that the above record vote is an accurate and correct record of the votes taken on this Ordinance by the City Council of the City of Lake City, Florida.




AUDREY E. SIKES
City Clerk

Record of Vote on Second and Final Reading

	For	Against	Absent	Abstain
Mayor Witt	<u>✓</u>	_____	_____	_____
Councilmember Hill	<u>✓</u>	_____	_____	_____
Councilmember Jefferson	<u>✓</u>	_____	_____	_____
Councilmember Moses	<u>✓</u>	_____	_____	_____
Councilmember Ward	<u>✓</u>	_____	_____	_____

Certification

I, AUDREY E. SIKES, City Clerk for the City of Lake City, Florida, hereby certify that the above record vote is an accurate and correct record of the votes taken on this Ordinance by the City Council of the City of Lake City, Florida.


AUDREY E. SIKES
City Clerk

Sec. 2-48. - Special standing committees.

(1) *Findings.* The city hereby finds that it can best provide for the safety, welfare, health needs and development of the city and make the most effective use of its powers and provide services and facilities to the community by creating and establishing various committees of city council members and non-city council members who shall study, evaluate and recommend to the city council the various services and facilities needed to provide the citizens of the city the most efficient and effective government. To that end, the following standing advisory committees of the city council are established:

a. *Airport advisory committee.*

1. There is hereby created and established an airport advisory committee (the "airport committee") which shall consist of two city council members, together with three non-council members, consisting of the city manager, executive director of administrative services and the airport manager.
2. *Functions and responsibilities of airport committee.* The airport committee shall:
 - i. Study, investigate, develop, assist, advise and recommend to the city council on any and all matters pertaining to the needs of the airport and the promotion of the airport for both aviatinal and non-aviational purposes;
 - ii. Study the needs of and develop plans for the maintenance of all airport facilities including runways;
 - iii. Coordinate activities at the airport including special events, lease negotiations, landlord-tenant issues, Federal Aviation Administration and Florida Department of Transportation project activities;
 - iv. Coordinate the development and preparation of five-year work programs, airport master plans, timber management to avoid height obstructions; and
 - v. Provide city council with recommendations regarding airport master plans, obtain grants, budgeting, staffing, airport improvements, economic development of the airport industrial park and plans to promote the airport.

b. *Beautification advisory committee.*

1. There is hereby created and established a beautification advisory committee (the "beautification committee") which shall consist of two city council members, together with such non-council members appointed by the mayor with the consent and approval by resolution of the city council.
2. *Functions and responsibilities of the beautification committee.* The beautification committee shall:
 - i. Study, investigate, develop, assist, advise and recommend to the city council any and all matters pertaining to beautification, sanitation, environment and citizens' participation relating thereto;
 - ii. Advise and recommend plans to organizations and groups in the city and promote public interest in the general improvement of the appearance of the city;
 - iii. Participate with and serve as the city's representative on the joint city-county beautification committee;
 - iv. Develop plans and make preparations for the annual Florida Arbor Day, National Arbor Day (tree give away program), and for the City to be designated each year as Tree City USA;
 - v. Prepare, locate sites, and install and erect appropriate "Welcome to Lake City" signs.
 - vi. Initiate, promote and assist in the implementation of general community beautification.
 - vii. promote, cooperate with and coordinate the activities of individuals, agencies, organization and groups, public or private, whose plans, activities and programs bear on the appearance of the city.
 - viii. Prepare both general and specific proposals for improving the appearance of the city. such proposals may include suggested goals and standards for the aesthetic enhancement of the city or any part thereof, including public ways and areas, open spaces, and public and private buildings and projects.
 - ix. Participate in appropriate ways in the implementation of such proposals. This participation may including making studies of the visual assets and liabilities of the community, including surveys and inventories of an appropriate nature, with particular attention to the appearance of properties along the major streets and thoroughfares of the city.
 - x. Develop and supervise programs of the city and citizens cooperation to protect and upgrade such properties, consisting of, but not limited to contacts and discussions with citizen groups, business groups and individuals to encourage cooperative improvement of the city's appearance.
3. The two council members of the beautification committee shall represent the city at the city-county joint beautification committee, as it may exist from time to time.

c. *Community redevelopment advisory committee.*

1. There is hereby created and established a community redevelopment advisory committee (herein "CRAC") of the city council, which shall consist of the mayor and one city council member ("council members"), a member ("county board member") representing the Columbia County Board of County Commissioners (the "county board"), a member ("chamber member") representing the Lake City Columbia County Chamber of Commerce (the "chamber"), and seven non-council members ("non-council members"). The council members and seven non-council members shall be appointed by the mayor by resolution with the consent and approval of the city council. The county board member shall be a person designated from time to time in writing by the county board and whose designation shall be ratified and confirmed by resolution of the city council. The initial designated chamber member shall serve an initial term ending December 31, 2014. On January 1, 2015, and annually thereafter, the chamber member shall be the duly elected and acting president of the chamber whose name shall be certified to the city and whose designation shall be ratified and confirmed by resolution of the city council. The seven non-council members shall be either a resident of the city and/or operate a business in the city (preferably within the CRA area).
2. *Functions and responsibilities of the community redevelopment advisory committee.* The community redevelopment advisory committee shall:
 - i. Study, investigate, develop, assist, advise and recommend to the city community redevelopment agency ("CRA") in all matters pertaining to the promotion and development of the city's commercial and residential CRA areas through use of tax increment financing ("TIF") funds.
 - ii. Advise and recommend plans to organizations and groups in the city and promote public interest in the general improvement of the appearance of the city.
 - iii. Study, develop, and recommend amendments to the CRA plan and for the expenditure and growth of CRA tax increment funds.
 - iv. Study, investigate, develop and recommend to the CRA various ways to promote the development of the city's downtown and neighborhoods, including, but not limited to, work with the beautification committee to resolve the on-going challenge of landscape maintenance and improvements of the appearance of major intersections in the city.
 - v. To study and recommend to the CRA amendments to the city codes and ordinances to address vacant and dilapidated housing, commercial buildings and unsightly vacant lots and developing a master list of such identifiable properties.
 - vi. Review and study of zoning and land use regulations relating to the downtown district and making recommendations to the planning and zoning board for amendments to the zoning regulations which would improve and promote new development in the downtown and CRA area.
 - vii. Perform periodic review of the community redevelopment plan and when appropriate submit recommendations to the CRA for changes.
 - viii. Make written recommendations to the CRA on plan implementation, including developing an annual work program, setting project priorities, and developing incentives to further CRA efforts.
 - ix. Hold public meetings for the purpose of receiving citizen input related to the CRA area and to report such information to the CRA.
 - x. Evaluate and provide recommendations to the CRA on the expenditure or use of local, state and/or federal funds for redevelopment activities within the CRA area
- d. *Utility advisory committee.*
 1. There is hereby created and established the utility advisory committee (the "utility committee") which shall consist of two city council members, together with non-council members to be appointed by the mayor with the consent and approval by resolution of the city council.
 2. *Functions and responsibilities of the utility committee.* The utility committee shall:
 - i. Study, investigate, develop, assist, advise and recommend to the city council any and all matters pertaining to the city utility systems;
 - ii. Recommend from time to time to the city council action on establishing new kinds of utility services, preserving and expanding existing utility services, on the financial needs of the utility systems, on making any changes in the utility rates and charges and on making any changes in service which may be beneficial to the public;
 - iii. Initiate and review utility master planning efforts in the areas of water, sewer, natural gas and stormwater projects. Review and recommend approval of projects and requests for extension of water, sewer and gas lines for new development. Provide recommendations regarding major annual maintenance programs, i.e., lift station rehabilitation, leak detection

programs, water tank refurbishment, systems enhancements, pilot programs to explore new or innovative operational techniques, utility standards, outside engineering proposals involving engineering services for water, sewer, gas and drainage projects.

- iv. Except as otherwise provided for herein or in the City Code, the city council shall take no action with respect to making major improvements to the existing utility systems, extending and providing new developments and subdivisions with utility services, or make any changes in the utility rates and charges, without first receiving from the utility committee its recommendations relating to such changes.
- (2) *Appointment of advisory committee members.* Except as otherwise provided for herein, both city council and non-council members on each of the respective advisory committees created herein shall be appointed by the mayor with the consent and approval by resolution adopted by the city council. The mayor shall designate the chairperson of each of the respective advisory committees. Members of all advisory committees created herein shall serve without compensation.
 - (3) *Mayor to be ex-officio member of committees.* The mayor may serve as an ex-officio member of each committee created in this section.
 - (4) *Role of non-council advisory committee members.* The role of the non-council members on each of the advisory committees shall be to act in an advisory capacity to the council members of each respective advisory committee with staff support, recommendations, suggestions and such data and information relating and pertaining to the functions, responsibilities and duties of the respective advisory committees to assist and help the city council members of the respective advisory committees in reaching prudent decisions and recommendations to city council and to the CRA as to the CRAC. Said members shall be entitled to make motions and vote on all matters coming before the respective advisory committees.
 - (5) *Role of advisory committees.* The role of each advisory committee created herein is advisory only and all of the recommendations and decisions of each respective advisory committee must be submitted in writing to the city council, or to the CRA as to the CRAC, for its discussions and considerations at a regular or special meeting and shall be subject to the approval or disapproval of or modification by the city council, or CRA as to the CRAC.
 - (6) *Creation of additional committees.* The city council may, from time to time, by resolution, establish and create additional advisory committees of the city council or other citizens' committees. The number of members, the purpose, function and responsibilities of any such additional committees or boards shall be stated in the resolution creating any additional committee. The members of any such additionally created committee shall be appointed by the mayor with the consent and approval by resolution adopted by the city council with one of such members being appointed chairperson thereof by the mayor.
 - (7) *Term.* Except as provided for herein, the members of each of the standing advisory committees herein created and established shall be appointed for a term of two years and, subject to being reappointed by the mayor may serve on an advisory committee for one or more consecutive terms. Members reappointed to serve on an advisory committee may be reappointed by the mayor with the consent and approval by resolution of the city council. Vacancies occurring on an advisory committee for reasons other than the expiration of terms shall be filled in the same manner that the original appointments are made and shall be filled for the unexpired term of the member whose place has become vacant. The initial members of each advisory committee shall be appointed for a period terminating September 30, 2013. Thereafter the term of all members shall be for two years commencing October 1, 2013.
 - (8) *Committee rules.* Each advisory committee herein created and established may adopt rules for the transaction of business and shall keep minutes of its discussions, findings, and recommendations, all of which shall be open to public inspection. Robert's Rules of Order, newly revised, as amended from time to time shall govern the deliberations of each advisory committee.
 - (9) *City attorney.* The city attorney shall render each committee legal advice when and as needed.
 - (10) *Committee secretary.* The city clerk shall serve as the secretary to each committee created by the city council, with the duty to:
 - a. Provide notice of each meeting of the committee to all members of the committee, members of the city council, city attorney and local news media at least 24 hours (excluding Saturday, Sunday and holidays) prior to the meeting;
 - b. Record and make, or cause to be made, the minutes of each committee meeting;
 - c. Within no less than seven days prior to each meeting furnish copies of the minutes of each preceding committee meeting to all members of the committee, the city manager, city council members and the city attorney.
 - (11) *Committee meetings.* Each advisory committee herein created shall hold meetings when and as needed as determined by its respective chairperson, the mayor, or the city manager. The chairperson of each committee shall establish the time and place of any meeting which shall be noticed in writing at least five days prior to the meeting and shall be open to the public and shall comply with

and abide by the requirements of the laws of Florida regarding public meetings, including the provisions and requirements of F.S. chs. 112, 119 and F.S. § 286.

- (12) *Committees advisory to council, or CRA as to the CRAC.* Committees herein created and established by the city council shall act only in an advisory capacity to the city council, or the CRA as to the CRAC, and shall have no authority to legally obligate the city or CRA in any way whatsoever. Each committee shall report its recommendations to the city council, or the CRA as to the CRAC, at a regular or special meeting of the city council so that the city council or CRA may determine if the recommendations of the committee should be accepted in whole or part and implemented by formal action of the city council, or CRA as to the CRAC.

Notwithstanding any provision in this section to the contrary, the committee of the whole shall have the right to consider and make recommendations to the city council on any and all matters without first having received recommendations from any of the respective committees.

None of the respective advisory committees shall have the authority to enter into contracts for and on behalf of the city which financially obligates the city or CRA for the expenditure of either CRA or city funds.

(Code 1968, § 2-18; Ord. No. 2006-1052, § 1, 1-17-06; Ord. No. 2007-1133, § 1, 4-7-08; Ord. No. 2008-1172, § 1, 12-15-08; Ord. No. 2009-1183, § 1, 4-20-09; Ord. No. 2009-1191, § 1, 9-21-09; Ord. No. 2011-2011, § 1, 8-1-11; Ord. No. 2013-2043, § 1, 1-21-14)

Editor's note— Ord. No. 2011-2011, § 1, adopted Aug. 1, 2011, changed the title of § 2-48, from special standing advisory committees and advisory boards to special standing committees.

Cross reference— Utilities, ch. 102.

Sec. 2-49. - Committee of the whole council.

- (a) *Committee of the whole council.* There is hereby created and established the committee of the whole, which shall consist of all members of the city council. The mayor shall be the chairman of the committee.
- (b) *Functions and responsibilities of the committee of the whole council.* The committee of the whole council shall:
- (1) Schedule and conduct workshop meetings to consider any matter pertaining to the functioning of the city, including any of the functions and responsibilities assigned to any of the special committees created in section 2-48 of this article;
 - (2) Represent the city and serve on any joint city-county committee composed of the members of the city council, the Columbia County Board of Commissioners and, when applicable, the Mayor of Fort White.
- (c) The mayor, or in his/her absence, the vice mayor, shall preside at all meetings of the committee of the whole and the rules of proceedings of the council shall apply and be observed in all meetings of the committee of the whole as far as such rules may be applicable. The committee of the whole shall meet as often as is necessary to do so in order to carry out the business or matters referred to it by the council. The mayor or any two members of the council may call a meeting of the committee of the whole upon 24 hours written notice to all members, the city manager, the city attorney and the city clerk. All meetings shall be open to the public. The city clerk shall serve as the secretary of the committee of the whole.

(Code 1968, § 2-19; Ord. No. 2006-1052, § 2, 1-17-06; Ord. No. 2007-1133, § 2, 4-7-08; Ord. No. 2011-2011, § 2, 8-1-11)

Editor's note— Ord. No. 2011-2011, § 2, adopted Aug. 1, 2011, changed the title of § 2-49, from advisory committee of the whole council to committee of the whole council.