
CITY COUNCIL REGULAR SESSION

CITY OF LAKE CITY
January 16, 2024 at 6:00 PM
Venue: City Hall

AGENDA

This meeting will be held in the City Council Chambers on the second floor of City Hall located at 205 North Marion Avenue, Lake City, FL 32055. Members of the public may also view the meeting on our YouTube channel. YouTube channel information is located at the end of this agenda.

Pledge of Allegiance

Invocation - Council Member Chevella Young

Roll Call

Ladies and Gentlemen; The Lake City Council has opened its public meeting. Since 1968, the City Code has prohibited any person from making personal, impertinent, or slanderous remarks or becoming boisterous while addressing the City Council. Yelling or making audible comments from the audience constitutes boisterous conduct. Such conduct will not be tolerated. There is only one approved manner of addressing the City Council. That is, to be recognized and then speak from the podium.

As a reminder, persons are not to openly carry a handgun or carry a concealed weapon or firearm while the governing body is meeting.

Proclamations - None

Minutes

- [1.](#) December 18, 2023 Regular Session
- [2.](#) January 2, 2024 Regular Session

Approval of Agenda

Public Participation - 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.

Approval of Consent Agenda

- [3.](#) Approval to award Bid ITB-001-2024 US Highway 90 Landscape Maintenance Services Annual Contract to Green Star Management, LLC, the lowest bidder, for \$16,500.00

Presentations - None

Old Business

Ordinances

Open Public Hearing

- [4.](#) City Council Ordinance No. 2024-2266 (final reading) - An ordinance of the City of Lake City, Florida, amending the Official Zoning Atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of less than ten contiguous acres of land, pursuant to an application, Z 23-09, by the property owner of said acreage, providing for rezoning from Residential Office (RO) and Residential Multi-Family 1 (RMF-1) to Commercial Intensive (CI) of certain lands within the Corporate Limits of the City of Lake City, Florida; providing severability; repealing all ordinances in conflict; and providing an effective date. (Faith Crossing)

Passed on first reading 1/2/2024

Close Public Hearing

Adopt City Council Ordinance No. 2024-2266 on final reading

Open Public Hearing

- [5.](#) City Council Ordinance No. 2024-2267 (final reading) - An ordinance of the City of Lake City, Florida, amending the Official Zoning Atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of more than ten contiguous acres of land, pursuant to an application, Z 23-08, by the property owner of said acreage; providing for rezoning from Commercial General (CG) and Commercial Intensive (CI) to Commercial Highway Interchange (CHI) of certain lands within the Corporate Limits of the City of Lake City, Florida; providing for severability; repealing all ordinances in conflict; and providing for an effective date. (Lake City RV Park)

Passed on first reading 1/2/2024

Close Public Hearing

Adopt City Council Ordinance No. 2024-2267 on final reading

Open Public Hearing

- [6.](#) City Council Ordinance No. 2024-2268 (final reading) - An ordinance of the City of Lake City, Florida, amending the text of the City of Lake City Land Development Regulations, as amended; relating to Section 4.15.5, Special Exceptions, more specifically Section 4.15.5.2, amending the text for Travel Trailer Parks and Campgrounds, and Section 4.15.5.3 adding text to allow storage facilities for boats, recreational vehicles, and similar equipment by special exemption, within the Commercial Highway Interchange Zoning District of certain lands within the Corporate Limits of the City of Lake City, Florida; providing for severability; repealing all ordinances in conflict; and providing an effective date. (LDR-TA-23-01)

Passed on first reading 1/2/2024

Close Public Hearing

Adopt City Council Ordinance No. 2024-2268 on final reading

Open Public Hearing

- [7.](#) City Council Ordinance No. 2024-2269 (final reading) - An ordinance of the City of Lake City, Florida, amending the text of the City of Lake City Land Development Regulations, as amended; relating to Section 4.13.5, Special Exceptions, more specifically Section 4.13.5.16, amending the text to permit Travel Trailer Parks or Campgrounds by Special Exception, within the Commercial Intensive Zoning District of certain lands within the Corporate Limits of the City of Lake City, Florida; providing for severability; repealing all ordinances in conflict; and providing for an effective date. (LDR-TA-23-02)

Passed on first reading 1/2/2024

Close Public Hearing

Adopt City Council Ordinance No. 2024-2269 on final reading

Open Public Hearing

- [8.](#) City Council Ordinance No. 2024-2270 (final reading) - An ordinance of the City of Lake City, Florida, amending the future Land Use Plan Map of the City of Lake City Comprehensive Plan, as amended; relating to an amendment of 50 or less acres of land, pursuant to an application, CPA 23-07, by the property owner of said acreage, under the amendment procedures established in Sections 163.3161 through 163.3248, Florida Statutes, as amended; providing for changing the Future Land Use Classification from Residential Medium

Density (less than or equal to 8 dwelling units per acre) to Commercial of certain lands within the Corporate Limits of the City of Lake City, Florida; providing for severability; repealing all ordinances in conflict; and providing an effective date. (Faith Crossing)

Passed on first reading 1/2/2024

Close Public Hearing

Adopt City Council Ordinance No. 2024-2270 on final reading

Resolutions - None

Other Items - None

- [9.](#) Discussion and Possible Action - Filling the vacancy of Council Member for City Council District 13. (Mayor Stephen Witt)

Note: For reference purposes, all supporting documentation provided at the January 2, 2024 meeting is attached. During the January 2, 2024 meeting, City Council authorized acceptance of letters of interest for 30 days. Deadline for submissions is February 1, 2024.

New Business

Ordinances

- [10.](#) City Council Ordinance No. 2024-2274 (first reading) - An ordinance of the City of Lake City, Florida, amending the City Code of Ordinances to create Article IX titled Shopping Carts, to regulate businesses within the City of Lake City, Florida, that provide shopping carts to customers; establishing shopping cart retention system requirements; establishing enforcement procedures; establishing a civil citation penalty; providing for codification; providing for severability; providing for repeals; and providing for an effective date.

Adopt City Council Ordinance No. 2024-2274 on first reading.

- [11.](#) City Council Ordinance No. 2024-2275 (first reading) - An ordinance of the City of Lake City, Florida, amending the City Code to add new Section Number 86-2 to Part III, Chapter 86, Article I; providing for the regulation of Public Parks, park hours, and penalties for violations; providing for severability; providing for the repeal of conflicts; providing for codification; and providing an effective date.

Adopt City Council Ordinance No. 2024-2275 on first reading.

Resolutions

- [12.](#) City Council Resolution No. 2024-010 - A resolution of the City Council of the City of Lake City, Florida, declaring one firearm to be surplus to the City's needs; providing for the conveyance of the firearm to Sergeant Jason Byrd for his outstanding service to the City and its citizens during his career with the Lake City Police Department; and providing for the removal of the firearm from the fixed assets of the City.
- [13.](#) City Council Resolution No. 2024-011 - A resolution of the City Council of the City of Lake City, Florida, confirming and upholding the City of Lake City's Historic Preservation Agency's issuance of a Certificate of Appropriateness as to COA 23-31, submitted by Rocky Ford as owner; providing for conflicts; and providing for an effective date.

Other Items

- [14.](#) Discussion and Possible Action: City Attorney (City Attorney Todd Kennon)
- [15.](#) Informational Purposes Only - City Attorney Robinson, Kennon, and Kendron, P.A. invoices for December 2023. Folds Walker, LLC invoice for December 2023.

Departmental Administration

- [16.](#) Discussion and Possible Action - Executive Director of Utilities position (Interim City Manager Dee Johnson)

Comments by Council Members

Adjournment

UPCOMING DATES OF INTEREST

January 22, 2024 - Council Workshop - 6:00 PM - Mariah Fund

January 29, 2024 - Council Workshop - 6:00 PM - Council Meeting Decorum

February 26, 2024 - Council Workshop - 6:00 PM - Affordable Housing/Properties and Application and Policy for Grant Funding Request \$5,000.00 max

YouTube Information

Members of the public may also view the meeting on our YouTube channel at:
<https://www.youtube.com/c/CityofLakeCity>

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. December 18, 2023 Regular Session

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on December 18, 2023 beginning at 6:00 PM, in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida. Members of the public also viewed the meeting on our YouTube Channel.

PLEDGE OF ALLEGIANCE

INVOCATION – Vice Mayor – Council Member Todd Sampson

ROLL CALL

Mayor/Council Member
City Council

Stephen M. Witt
Jake Hill, Jr.
C. Todd Sampson
Chevella Young
Ricky Jernigan
Todd Kennon
Dee Johnson
Chief Gerald Butler
Audrey Sikes

City Attorney
Interim City Manager
Sergeant-at-Arms
City Clerk

After Mayor Witt read the rules of decorum aloud, Mr. Jernigan inquired about consequences should someone violate the rules. Mayor Witt reported the consequences would depend on the severity and they could be removed.

MINUTES

1. December 4, 2023 Regular Session

Mr. Sampson made a motion to approve the minutes as presented. Mr. Hill seconded the motion and the motion carried unanimously on a voice vote.

APPROVAL OF AGENDA

Mayor Witt requested Item #18 be heard before Item #4. **Mr. Sampson made a motion to approve the agenda as amended, as well as adding as an Emergency Item #20, unapproved raises of the budget. Mr. Hill seconded the motion and the motion carried unanimously on a voice vote.**

PUBLIC COMMENT – PERSONS WISHING TO ADDRESS COUNCIL

- Sylvester Warren – Mr. Warren was removed from the meeting during his public comments.

Mr. Jernigan made a motion to remove Sylvester Warren from the meeting. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.

Mr. Jernigan	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mayor Witt	Aye

- Treashonna Graham
- Betty Goggins
- Glenel Bowden

APPROVAL OF CONSENT AGENDA

2. Approval to award ITB-020-2023 to Ag-Pro Companies, sole responsive bidder, to purchase a Skid Steer Boom Arm Mower with a 48" Cyclone Rotary Mower and a 9' Sickle Bar Mower to be attached to a 287D Cat Skid Steer Loader for \$47,950.00. This item was budgeted for \$64,000.00.
3. IT Department is requesting approval to move funds from 001.07513-060.64 to 001.07.513-030.46 in the amount of \$125,000.00 for a VxRail for the PD Network which was budgeted in FY24; however, the item was completed in FY23 via P O No. 2023-0898. Additional critical services totaling \$111,000.00, based on FY23 figures, were found to have not been budgeted correctly for FY24. By approving this request, the critical services will be covered as well, and other unforeseen increases.

Mr. Jernigan made a motion to approve the consent agenda as presented. Mr. Hill seconded the motion and the motion carried unanimously on a voice vote.

18. Discussion and Possible Action: Dee Johnson to serve as Interim City Manager for eighteen (18) months (Council Member Chevella Young)

Ms. Young spoke to Mr. Johnson’s accomplishments, and suggested allowing him more time as Interim City Manager.

Mr. Kennon referred to the City Charter and briefly reviewed the requirements for the City Manager position, which consists of a Bachelors Degree, along with ten years experience, or any equivalence of training and experience. He cautioned members on setting a definitive term as Mr. Johnson doesn’t hold the necessary qualifications and suggested he remain as Interim City Manager until members decide otherwise.

Ms. Young made a motion that Mr. Johnson will remain in the Interim City Manager position until the council decides otherwise. Mr. Jernigan seconded the motion.

Mayor Witt stated if the City were to stop the City Manager search, the City could be in violation of the City Charter.

Members expressed support for Mr. Johnson as Interim City Manager.

PUBLIC COMMENT: Betty Goggins; Glenel Bowden; Ben Loftstrom

Ms. Young removed her motion, as members concurred to keep Mr. Johnson as Interim City Manager while a search for City Manager was taking place.

NEW BUSINESS

Resolutions

4. City Council Resolution No. 2023-142 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an amended agreement with Flock Group, Inc. for the purchase and use of Flock safety software and hardware at an annual price not-to-exceed \$93,600.00; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Jernigan made a motion to approve City Council Resolution No. 2023-142, authorizing the execution of an amended agreement with Flock Group, Inc. for the purchase and use of Flock safety software and hardware at an annual price not-to-exceed \$93,600.00. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jernigan	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mayor Witt	Aye

5. City Council Resolution No. 2023-143 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a continuing contract with Bio-Tech Consulting, LLC; providing for engineering services; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Hill made a motion to approve City Council Resolution No. 2023-143, authorizing the execution of a continuing contract with Bio-Tech Consulting, LLC, and providing for engineering services. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Mr. Sampson	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

6. City Council Resolution No. 2023-144 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a continuing contract with Chen Moore and Associates, Inc.; providing for engineering services; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-144,**

authorizing the execution of a continuing contract with Chen Moore and Associates, Inc., and providing for engineering services. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.

Mr. Sampson	Aye
Mr. Jernigan	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mayor Witt	Aye

7. City Council Resolution No. 2023-145 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a continuing contract with EDA Consultants Inc.; providing for engineering services; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-145, authorizing the execution of a continuing contract with EDA Consultants Inc., and providing for engineering services. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

8. City Council Resolution No. 2023-146 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a continuing contract with Gmuer Engineering, LLC; providing for engineering services; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Hill made a motion to approve City Council Resolution No. 2023-146, authorizing the execution of a continuing contract with Gmuer Engineering, LLC, and providing for engineering services. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Mr. Jernigan	Aye
Mr. Sampson	Aye
Ms. Young	Aye
Mayor Witt	Aye

9. City Council Resolution No. 2023-147 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a continuing contract with GSE Engineering & Consulting, Inc.; providing for engineering services; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Hill made a motion to approve City Council Resolution No. 2023-147, authorizing the execution of a continuing contract with GSE Engineering &**

Consulting, Inc., and providing for engineering services. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.

Mr. Hill	Aye
Mr. Sampson	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

10. City Council Resolution No. 2023-148 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a continuing contract with Pitman Engineering LLC; providing for engineering services; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Hill made a motion to approve City Council Resolution No. 2023-148, authorizing the execution of a continuing contract with Pitman Engineering LLC, and providing for engineering services. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Mr. Sampson	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

11. City Council Resolution No. 2023-149 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a continuing contract with TOCOI ENGINEERING, L.L.C.; providing for engineering services; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-149, authorizing the execution of a continuing contract with TOCOI ENGINEERING, L.L.C., and providing for engineering services. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

12. City Council Resolution No. 2023-150 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a continuing contract with Wetland Solutions, Inc.; providing for engineering services; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-150, authorizing the execution of a continuing contract with Wetland Solutions, Inc., and providing for engineering services. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Hill	Aye
Mr. Jernigan	Aye
Ms. Young	Aye
Mayor Witt	Aye

13. City Council Resolution No. 2023-151 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a contract with Florida Industrial & Construction Services, LLC, for the purchase and installation of a 24 foot in length x 30 foot in width x 12 foot in height prefabricated metal building (pole barn) at a cost not to exceed \$32,719.46. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-151, authorizing the execution of a contract with Florida Industrial & Construction Services, LLC, for the purchase and installation of a 24 foot in length x 30 foot in width x 12 foot in height prefabricated metal building (pole barn) at a cost not to exceed \$32,719.46. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

14. City Council Resolution No. 2023-152 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a letter to Florida Commerce by the Mayor, requesting an extension of Florida Small Cities Community Development Block Grant Program from the Florida Department of Economic Opportunity; and providing for an effective date. (Wilson Park) **Mr. Hill made a motion to approve City Council Resolution No. 2023-152, authorizing the execution of a letter to Florida Commerce by the Mayor, requesting an extension of Florida Small Cities Community Development Block Grant Program from the Florida Department of Economic Opportunity. Mr. Sampson seconded the motion.**

Mr. Sampson confirmed with administration this grant was for the Wilson Park Amphitheater, and spoke on not extending the grant, but applying for a different CDBG grant.

Mr. Johnson recommended following through with the grant authorized by this resolution.

A roll call vote was taken and the motion carried.

Mr. Hill **Aye**
Mr. Sampson **Aye**
Ms. Young **Aye**
Mr. Jernigan **Aye**
Mayor Witt **Aye**

15. City Council Resolution No. 2023-153 - A resolution of the City Council of the City of Lake City, Florida, related to the release of reverter to grantor as authorized by City Council Resolution No. 2009-005 and contained in the deed dated February 20, 2009, from the City of Lake City, Florida to Greater Lake City Community Development Corporation, Inc.; providing for conflicts; and providing for an effective date. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-153, related to the release of reverter to grantor as authorized by City Council Resolution No. 2009-005 and contained in the deed dated February 20, 2009, from the City of Lake City, Florida to Greater Lake City Community Development Corporation, Inc. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson **Aye**
Mr. Hill **Aye**
Ms. Young **Aye**
Mr. Jernigan **Aye**
Mayor Witt **Aye**

16. City Council Resolution No. 2023-154 - A resolution of the City Council of the City of Lake City, Florida, authorizing and adopting an Honorary Street Name Designation Policy; and providing an effective date. **Mr. Jernigan made a motion to approve City Council Resolution No. 2023-154, authorizing and adopting an Honorary Street Name Designation Policy. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jernigan **Aye**
Mr. Hill **Aye**
Mr. Sampson **Aye**
Ms. Young **Aye**
Mayor Witt **Aye**

17. City Council Resolution No. 2023-156 - A resolution of the City Council of the City of Lake City, Florida, authorizing the City to enter into Change Order Number One to the contract between The City and CGC, Inc., relating to the Taxiway C realignment and terminal apron rehabilitation project for a price not-to-exceed \$2,508,750.45. **Mr. Hill made a motion to approve City Council Resolution No. 2023-156, authorizing the City to enter into Change Order Number One to the contract between The City and CGC, Inc., relating to the Taxiway C realignment and terminal apron rehabilitation project for a price not-to-exceed \$2,508,750.45. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Mr. Sampson	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

Other Items

18. Discussion and Possible Action: Dee Johnson to serve as Interim City Manager for eighteen (18) months (Council Member Chevella Young)

Per motion made at approval of agenda this item was heard before Item #4.

19. Schedule Council Workshops for the following:

- Mariah Fund – scheduled for January 22, 2024 at 6PM

- Affordable Housing/Properties and Application and Policy for Grant Funding request - #5,000.00 max - scheduled for February 26, 2024 at 6PM.

- Council Meeting Decorum – scheduled for January 29, 2024 at 6PM

- Citizens Review Board - tabled

Mr. Jernigan made a motion to remove the Citizens Review Board Workshop from the agenda. Mr. Sampson seconded the motion.

PUBLIC COMMENT: Glenel Bowden

At the advice of the City Attorney, **Mr. Jernigan modified his motion, his modified motion is to table the Citizens Review Board Workshop in order to provide administration and legal additional time to perform research. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jernigan	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mayor Witt	Aye

20. Informational Purposes Only - City Attorney Robinson, Kennon, and Kendron, P.A. invoices for November 2023. Folds Walker, LLC invoice for November 2023.

20A. Emergency Item added by Mr. Sampson regarding salary increases and severance being paid to Paul Dyal

Mr. Sampson expressed concerns with changes to the budget regarding salary increases that members were not made aware of. He stated he would like to see any information regarding a resolution or ordinance that sets a limit on how much of a raise a City Manager is allowed to give. Mr. Sampson requested an independent investigator to be hired to look into the pay increases given out by previous administration, as well as the severance currently being paid to Paul Dyal.

Mr. Sampson made a motion to hire an outside independent investigator, preferably a law firm, to research pay increases and severance pay to see if malfeasance has taken place. Mr. Hill seconded the motion.

Ms. Young reported she would like to see documentation on the raises given before hiring an attorney to investigate the matter.

Mr. Sampson asked for the information disseminated on his public records request to be shared with the entire council along with the salary budget documents provided during the budget workshops.

Mr. Sampson requested to see information on all raises not in the budget that were given by Paul Dyal.

Mayor Witt requested to see all raises given before voting. City Clerk Audrey Sikes confirmed with the Mayor a timeframe of his request for raises. Mayor Witt responded the past year. At the request of Mr. Johnson, the timeframe suggested to review raises given was July 2023 to present. Mayor Witt concurred.

PUBLIC COMMENT: Glenel Bowden

Mr. Sampson withdrew his motion and asked for this topic to be added as an agenda item on December 27, 2023.

Mr. Sampson made a motion to stop paying a severance package immediately to Paul Dyal, and get back what has been paid out. The motion also calls for an attorney other than the City Attorney to review Paul Dyal's contract. Mr. Hill seconded the motion.

Ms. Young requested for this item to be placed on the next agenda with supporting documentation.

Mr. Sampson withdrew his motion and asked for this topic to be added as an agenda item on December 27, 2023.

DEPARTMENTAL ADMINISTRATION

21. City Manager Hiring Process Update (Human Resources Director BillieJo Bible)

Ms. Bible updated members on where the position was being advertised, and reported there were two complete applications submitted thus far, as well as one resume.

PUBLIC COMMENT: Glenel Bowden

22. Approval of job descriptions for the Police, Water Treatment Plant, Waste Water Treatment Plant, Sprayfield, Distribution and Collection, and Natural Gas Departments. The Human Resources Department has been in the process of reviewing all job descriptions for positions that were approved in the FY 23-24 Budget. This completes the descriptions identified in FY 23-24. Future modifications to approved job descriptions will be presented to council for approval.

Ms. Young made a motion to approve the Job Descriptions for the Police, Water Treatment Plant, Waste Water Treatment Plant, Sprayfield, Distribution and Collection, and Natural Gas Departments as presented. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.

Ms. Young	Aye
Mr. Jernigan	Aye
Mr. Hill	Aye
Mr. Sampson	Nay
Mayor Witt	Aye

COMMENTS BY COUNCIL MEMBERS

Mr. Hill expressed concerns with the Ethics Training that members attended with Folds Walker in Gainesville and inquired as to when members would be receiving their certificates of completion.

Mr. Jernigan expressed appreciation for Mr. Johnson, and asked for clarification on how things were billed via the City Attorney.

Ms. Sikes reported the certificates of completion for the Ethics Training are forth coming.

ADJOURNMENT

Mr. Jernigan made a motion to adjourn at 7:51 PM. Mr. Sampson seconded the motion and the motion carried unanimously on a voice vote.

Stephen M. Witt, Mayor/Council Member

Audrey Sikes, City Clerk

File Attachments for Item:

2. January 2, 2024 Regular Session

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on January 2, 2024 beginning at 6:00 PM, in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida. Members of the public also viewed the meeting on our YouTube Channel.

PLEDGE OF ALLEGIANCE

INVOCATION – Mayor/Council Member Stephen Witt

ROLL CALL

Mayor/Council Member
City Council

Stephen M. Witt

Jake Hill, Jr.

Chevella Young

Ricky Jernigan

City Attorney
Interim City Manager

Todd Kennon

Dee Johnson

Sergeant-at-Arms

Assistant Chief Andy Miles

City Clerk

Audrey Sikes

MINUTES – None

APPROVAL OF AGENDA

Mr. Jernigan made a motion to approve the agenda as presented. Mr. Hill seconded the motion and the motion carried unanimously on a voice vote.

PUBLIC PARTICIPATION – PERSONS WISHING TO ADDRESS COUNCIL

- Glenel Bowden
- Sylvester Warren

OLD BUSINESS

Ordinances

At this time Mayor Witt closed the regular session and opened a public hearing for the purpose of hearing comments on City Council Ordinance No. 2023-2265. City Council Ordinance No. 2023-2265 was read by title. Mayor Witt asked if anyone wanted to be heard regarding City Council Ordinance No. 2023-2265. No one asked to be heard on City Council Ordinance No. 2023-2265, therefore Mayor Witt closed the public hearing.

1. City Council Ordinance No. 2023-2265 (final reading) - An ordinance of the City of Lake City, Florida, amending Sections 2-178(e) and 2-182 of Article VI, Chapter 2, of the Code of the City of Lake City relating to purchases of items and contractual services and bid procedures; providing that all purchases of items

and contractual services when the estimated cost thereof exceeds thirty five thousand dollars (\$35,000.00) be purchased by formal written contract, approved by the City Council, after public notice inviting quotations and proposals; providing that all bid-based contracts for the purchase of items and contractual services when the estimated cost thereof exceeds thirty five thousand dollars, (\$35,000.00) be awarded to the lowest responsible bidder; providing for the elimination of bid quotations for purchase of items and services when the cost thereof does not exceed five thousand dollars (\$5,000.00); providing for bid procedures for the purchase of items and services when the cost exceeds five thousand dollars (\$5,000.00), but is less than fifteen thousand dollars (\$15,000.00); providing for bid procedures for the purchase of items and services when the cost thereof exceeds fifteen thousand dollars (\$15,000.00), but is less than thirty five thousand dollars (\$35,000.00); providing for bid procedures for the purchase of items and services which cost thirty five thousand dollars (\$35,000.00) or more; providing for severability; providing for the repeal of conflicts; providing for codification; and providing for an effective date. **Mr. Hill made a motion to approve City Council Ordinance No. 2023-2265 on final reading, amending Sections 2-178(e) and 2-182 of Article VI, Chapter 2, of the Code of the City of Lake City relating to purchases of items and contractual services and bid procedures; providing that all purchases of items and contractual services when the estimated cost thereof exceeds thirty five thousand dollars (\$35,000.00) be purchased by formal written contract, approved by the City Council, after public notice inviting quotations and proposals; providing that all bid-based contracts for the purchase of items and contractual services when the estimated cost thereof exceeds thirty five thousand dollars, (\$35,000.00) be awarded to the lowest responsible bidder; providing for the elimination of bid quotations for purchase of items and services when the cost thereof does not exceed five thousand dollars (\$5,000.00); providing for bid procedures for the purchase of items and services when the cost exceeds five thousand dollars (\$5,000.00), but is less than fifteen thousand dollars (\$15,000.00); providing for bid procedures for the purchase of items and services when the cost thereof exceeds fifteen thousand dollars (\$15,000.00), but is less than thirty five thousand dollars (\$35,000.00), and providing for bid procedures for the purchase of items and services which cost thirty five thousand dollars (\$35,000.00) or more. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

NEW BUSINESS

Ordinances

2. City Council Ordinance No. 2024-2266 (first reading) - An ordinance of the City of Lake City, Florida, amending the official zoning atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of less than ten contiguous acres of land; pursuant to an Application, Z 23-09, by the property owner of said acreage; providing for rezoning from Residential Office (RO) and Residential Multi-Family 1 (RMF-1) to Commercial Intensive (CI) of certain lands within the corporate limits of the City of Lake City, Florida; providing severability; repealing all ordinances in conflict; and providing an effective date. (Faith Crossing) **Mr. Hill made a motion to approve City Council Ordinance No. 2024-2266 on first reading, amending the official zoning atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of less than ten contiguous acres of land; pursuant to an Application, Z 23-09, by the property owner of said acreage, and providing for rezoning from Residential Office (RO) and Residential Multi-Family 1 (RMF-1) to Commercial Intensive (CI) of certain lands within the corporate limits of the City of Lake City, Florida. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Mr. Jernigan	Aye
Ms. Young	Aye
Mayor Witt	Aye

3. City Council Ordinance No. 2024-2267 (first reading) - An ordinance of the City of Lake City, Florida amending the official zoning atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of more than ten contiguous acres of land, pursuant to an application, Z 23-08, by the property owner of said acreage, providing for rezoning from Commercial General (CG) and Commercial Intensive (CI) to Commercial Highway Interchange (CHI) of certain lands within the corporate limits of the City of Lake City, Florida, providing severability, repealing all ordinances in conflict; and providing an effective date. (Lake City RV Park) **Ms. Young made a motion to approve City Council Ordinance No. 2024-2267 on first reading, amending the official zoning atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of more than ten contiguous acres of land, pursuant to an application, Z 23-08, by the property owner of said acreage, providing for rezoning from Commercial General (CG) and Commercial Intensive (CI) to Commercial Highway Interchange (CHI) of certain lands within the corporate limits of the City of Lake City, Florida. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Ms. Young	Aye
Mr. Hill	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

4. City Council Ordinance No. 2024-2268 (first reading) - An ordinance of the City of Lake City, Florida, amending the text of the City of Lake City Land Development Regulations, as amended; relating to Section 4.15.5, Special Exceptions, more specifically Section 4.15.5.2, amending the text for Travel Trailer Parks and Campgrounds, and Section 4.15.5.3 adding text to allow storage facilities for boats, recreational vehicles, and similar equipment by Special Exception, within the Commercial Highway Interchange Zoning District of certain lands within the corporate limits of the City of Lake City, Florida; providing severability; repealing all ordinances in conflict; and providing an effective date. (LDR-TA-23-01) **Mr. Hill made a motion to approve City Council Ordinance No. 2024-2268 on first reading, amending the text of the City of Lake City Land Development Regulations, as amended; relating to Section 4.15.5, Special Exceptions, more specifically Section 4.15.5.2, amending the text for Travel Trailer Parks and Campgrounds, and Section 4.15.5.3 adding text to allow storage facilities for boats, recreational vehicles, and similar equipment by Special Exception, within the Commercial Highway Interchange Zoning District of certain lands within the corporate limits of the City of Lake City, Florida. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

5. City Council Ordinance No. 2024-2269 (first reading) - An ordinance of the City of Lake City, Florida, amending the text of the City of Lake City Land Development Regulations; as amended; relating to Section 4.13.5, Special Exceptions, more specifically Section 4.13.5.16, amending the text to permit Travel Trailer Parks of Campgrounds by Special Exception, within the Commercial Intensive Zoning District of certain lands within the corporate limits of the City of Lake City, Florida, providing severability; repealing all ordinances in conflict; and providing an effective date. (LDR-TA-23-02) **Ms. Young made a motion to approve City Council Ordinance No. 2024-2269 on first reading, amending the text of the City of Lake City Land Development Regulations; as amended; relating to Section 4.13.5, Special Exceptions, more specifically Section 4.13.5.16, amending the text to permit Travel Trailer Parks of Campgrounds by Special Exception, within the Commercial Intensive Zoning District of certain lands within the corporate limits of the City of Lake City, Florida. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Ms. Young	Aye
Mr. Hill	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

6. City Council Ordinance No. 2024-2270 (first reading) - An ordinance of the City of Lake City, Florida, amending the Future Land Use Plan Map of the City of Lake City Comprehensive Plan, as amended; relating to an amendment of 50 or less acres of land, pursuant to an application, CPA 23-07, by the property owner of said acreage, under the amendment procedures established in Sections 163.3161 through 163.3248, Florida Statutes, as amended; providing for changing the Future Land Use Classification from Residential Medium Density (less than or equal to 8 dwelling units per acre) to Commercial of certain lands within the corporate limits of the City of Lake City, Florida; providing severability; repealing all ordinances in conflict; and providing an effective date. (Faith Crossing) **Ms. Young made a motion to approve City Council Ordinance No. 2024-2270 on first reading, amending the Future Land Use Plan Map of the City of Lake City Comprehensive Plan, as amended; relating to an amendment of 50 or less acres of land, pursuant to an application, CPA 23-07, by the property owner of said acreage, under the amendment procedures established in Sections 163.3161 through 163.3248, Florida Statutes, as amended; providing for changing the Future Land Use Classification from Residential Medium Density (less than or equal to 8 dwelling units per acre) to Commercial of certain lands within the corporate limits of the City of Lake City, Florida. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Ms. Young	Aye
Mr. Hill	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

Resolutions

7. City Council Resolution No. 2024-001 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center, through the Lake City Police Department, to coordinate services that are provided to adult and adolescent victims and survivors of rape. **Mr. Jernigan made a motion to approve City Council Resolution No. 2024-001, authorizing the execution of a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center, through the Lake City Police Department, to coordinate services that are provided to adult and adolescent victims and survivors of rape. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jernigan	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mayor Witt	Aye

8. City Council Resolution No. 2024-002 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center, through the Lake City Police Department, to coordinate services to victims and survivors of domestic violence. **Mr. Jernigan made a motion to approve City Council Resolution No. 2024-002, authorizing the execution of a Memorandum of Understanding with Another Way, Inc., Domestic Violence and Rape Crisis Center, through the Lake City Police Department, to coordinate services to victims and survivors of domestic violence. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jernigan	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mayor Witt	Aye

9. City Council Resolution No. 2024-003 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of the Third Judicial Circuit Mutual Aid Agreement between municipalities and sheriffs of counties located in the Third Judicial Circuit of Florida, through the Lake City Police Department. **Mr. Jernigan made a motion to approve City Council Resolution No. 2024-003, authorizing the execution of the Third Judicial Circuit Mutual Aid Agreement between municipalities and sheriffs of counties located in the Third Judicial Circuit of Florida, through the Lake City Police Department. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jernigan	Aye
Mr. Hill	Aye
Ms. Young	Aye
Mayor Witt	Aye

10. City Council Resolution No. 2024-004 - A resolution of the City Council of the City of Lake City, Florida, designating Michael Deloach, as the alternate director to serve on the Florida Gas Utility Board of Directors on behalf of the City; and repealing all prior resolutions in conflict with this resolution. **Mr. Hill made a motion to approve City Council Resolution No. 2024-004, designating Michael Deloach, as the alternate director to serve on the Florida Gas Utility Board of Directors on behalf of the City; and repealing all prior resolutions in conflict with this resolution. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

11. City Council Resolution No. 2024-005 - A resolution of the City Council of the City of Lake City, Florida, accepting a utility easement from Notami Hospitals of Florida, Inc., for the purpose of relocating the existing utilities to accommodate the tower expansion. **Mr. Hill made a motion to approve City Council Resolution No. 2024-005, accepting a utility easement from Notami Hospitals of Florida, Inc., for the purpose of relocating the existing utilities to accommodate the tower expansion. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

12. City Council Resolution No. 2024-006 - A resolution of the City Council of the City of Lake City, Florida, declaring certain personal property owned by the City to be either surplus to its needs and sold at public noticed sale or determined to be obsolete, non-serviceable, or beyond economic repair pursuant to and in accordance with the provisions and requirements of Section 2-183 of the City Code, and authorizing the city to remove such surplus property when sold or disposed of from the fixed assets of the city. **Mr. Hill made a motion to approve City Council Resolution No. 2024-006, declaring certain personal property owned by the City to be either surplus to its needs and sold at public noticed sale or determined to be obsolete, non-serviceable, or beyond economic repair pursuant to and in accordance with the provisions and requirements of Section 2-183 of the City Code, and authorizing the city to remove such surplus property when sold or disposed of from the fixed assets of the city. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Hill	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

13. City Council Resolution No. 2024-007 - A resolution of the City Council of the City of Lake City, Florida, authorizing the City to enter into Change Order Number One to Task Assignment Number Ten between the City and Jones Edmunds, for professional services assisting the City with the State Road 47 and Interstate 75 improvement project; providing for the connection of septic tanks to the project; increasing the original contract price to a price not-to-exceed \$95,200.00; and providing an effective date. **Mr. Hill made a motion to approve City Council Resolution No. 2024-007, authorizing the City to enter into Change Order Number One to Task Assignment Number Ten between the City and Jones Edmunds, for professional services assisting the City with the State Road 47 and Interstate 75 improvement project; providing for the connection of septic tanks to the project, increasing the original contract**

price to a price not-to-exceed \$95,200.00. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.

Mr. Hill Aye
Ms. Young Aye
Mr. Jernigan Aye
Mayor Witt Aye

Other Items

- 14. Discussion and Possible Action - Filling the vacancy of Council Member for City Council District 13. (Mayor Stephen Witt)

Mayor Witt suggested members fill the vacancy through the process utilized previously in filling the vacancy of District 14.

Mr. Jernigan suggested members wait until the election for District 13 before filling the vacancy, as the process used previously was unsuccessful.

Mayor Witt reported per the City Charter the City has 60 days to fill the vacancy.

PUBLIC COMMENT: Sylvester Warren; Glenel Bowden; James Carter

Letters of interest will be accepted for 30 days. Members will discuss the process for filling the vacancy at the next meeting.

DEPARTMENTAL ADMINISTRATION – None

COMMENTS BY COUNCIL MEMBERS

Mayor Witt reminded members of upcoming dates of interest: January 15, 2024 Martin Luther King Parade at 10AM; January 22, 2024 Council Workshop to discuss the Mariah Fund at 6:00 PM; January 29, 2024 Council Workshop to discuss Council Meeting Decorum at 6:00 PM; February 26, 2024 Council Workshop to discuss Affordable Housing/Properties and Application and Grant Funding Request \$5,000.00 max.

Mr. Jernigan announced free services are available via the Lake City Homeless Veteran Stand Down Program at the Florida National Guard Armory from 9:00 AM to 1:00 PM on February 16, 2024.

ADJOURNMENT

Mr. Hill made a motion to adjourn at 6:40 PM. Mr. Jernigan seconded the motion and the motion carried unanimously on a voice vote.

Stephen M. Witt, Mayor/Council Member

Audrey Sikes, City Clerk

File Attachments for Item:

3. Approval to award Bid ITB-001-2024 US Highway 90 Landscape Maintenance Services Annual Contract to Green Star Management, LLC, the lowest bidder, for \$16,500.00

MEETING DATE

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Annual Contract for US HWY 90 Landscape and Maintenance Services

DEPT / OFFICE: Procurement / Public Works

Originator: Brenda Karr		
City Manager Dee Johnson	Department Director Steve Brown	Date 12/27/2023
Recommended Action: Request approval to accept lowest bidder from ITB-001-2024 with Green Star Management LLC for Annual Contract for US HWY 90 Landscape and Maintenance Services. (Consent Agenda)		
Summary Explanation & Background: This is considered a budgeted line item for Public Works. ITB was posted on 11/29/23 -12/27/2023. Three proposals were submitted, whereas Green Star Management LLC was the lowest bidder.		
Alternatives: Not accept bid.		
Source of Funds: Budgeted in: 001.15.541-030.34		
Financial Impact: \$16,500.00		
Exhibits Attached: ITB-001-2024 Solicitation, Bid Tabulation, Green Star Management LLC Proposal		

REQUEST FOR QUOTES

001-2024

ANNUAL CONTRACT FOR U.S. HIGHWAY 90 LANDSCAPE AND
MAINTENANCE SERVICES

City of Lake City
205 N. Marion Ave.
Lake City, FL 32055

RELEASE DATE: November 28, 2023

DEADLINE FOR QUESTIONS: December 13, 2023

RESPONSE DEADLINE: December 27, 2023, 2:00 pm

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://secure.procurenow.com/portal/lcfla>

City of Lake City
REQUEST FOR QUOTES
ANNUAL CONTRACT FOR U.S. HIGHWAY 90 LANDSCAPE AND
MAINTENANCE SERVICES

I. Introduction.....

II. Instructions to Contractors

III. Scope of Work

IV. Vendor Questionnaire.....

V. Pricing Proposal

VI. Terms and Conditions

1. Introduction

1.1. Summary

The City of Lake City Florida is requesting quotes for an annual contract for landscape and maintenance services for four (4) median islands on a one (1) mile corridor from the Interstate 75 interchange, eastbound on U.S. Highway 90. The work to be done under this contract includes, but is not limited to; providing all labor, supervision, equipment, incidentals, and related items necessary for landscape and maintenance services in accordance with the specifications contained herein.

- In front of Wendy’s Hamburgers

- In front of Village Square Shopping Center

- In front of Wal-Mart Supercenter

- In front of Krystal Restaurant (currently undeveloped - grass only)

1.2. Contact Information

Brenda Karr

Director of Procurement
205 North Marion Avenue
Lake City, FL 32055
Email: karrb@lcfla.com
Phone: [\(386\) 758-5407](tel:(386)758-5407)

Department:

Procurement

1.3. Timeline

Quote Release Date	November 28, 2023
Question Submission Deadline	December 13, 2023, 4:00pm
Quote Submission Deadline	December 27, 2023, 2:00pm

2. Instructions to Contractors

2.1. Submission Requirements

Written quotes will be accepted by the City of Lake City, Florida via the City's e-Procurement Portal, ProcureNow until 2:00 pm local time on Wednesday, December 27, 2023 for Landscape and maintenance services for four (4) median islands on a one (1) mile corridor from the Interstate 75 interchange, eastbound on U.S. Highway 90.. Any quote received after this time will not be considered.

Written quotes must be submitted through the City's e-Procurement Portal to be considered.

2.2. Questions

All questions related to this Quote shall be submitted in writing via the ProcureNow Question/Answer Tab via the City's e-Procurement portal, on or before, Wednesday, December 13, 2023 by 4:00 pm. All questions submitted and answers provided shall be electronically distributed via email to bidders following this solicitation on the City's e-Procurement Portal.

2.3. Licenses/Qualifications

All Contractors must be qualified under the laws, rules and regulations of the State of Florida and the City of Lake City to perform the work required by these documents. The successful contractor must have been in the landscape maintenance service business for a minimum of two (2) years. Contractors shall provide documentation of applicable license, certification and commercial experience. The City of Lake City reserves the right to request documentation at any time during the contract period.

2.4. Insurance

Without limiting Contractor's indemnification, it is agreed that the successful Contractor will purchase at their expense and maintain in force at all times during the performance of services under this agreement the following insurance. Where specific limits are shown, it is understood that they must be the minimum acceptable limits. If successful Contractor's policy contains higher limits, the City of Lake City will be entitled to coverage to the extent of such higher limits. Certificates of Insurance must be furnished to the City naming the City of Lake City as additional insured. These certificates must provide a ten (10) calendar day notice to the City in the event of cancellation, non-renewal or a material change in the policy.

- A. Statutory Workers Compensation insurance as required by the State of Florida.
- B. Commercial General Liability insurance to provide coverage of not less than \$1,000,000.00 combined single limit per occurrence and annual aggregates where generally applicable and must include premises-operations, independent contractors, products/completed operations, broad form property damage, blanket contractual and personal injury endorsements.
- C. Business Vehicle/Umbrella Liability insurance with a minimum limit of \$200,000 per occurrence, and \$300,000 for all claims arising out of the same incident or occurrence, for property damage

and personal injury. Notice, these limits may change according to Florida law and the protections afforded to the City pursuant to sovereign immunity for liability.

2.5. [Indemnity](#)

Successful Contractor will indemnify and hold Owner and Owner's agents harmless from any loss, cost, damage or injury sustained by any person/persons as a result of the actions of employees or officers of the Contractor, subcontractors or suppliers.

2.6. [References](#)

Contractor must provide with their proposal, material for evaluating the ability of the potential Contractor to execute a project of this type. Therefore, the Contractor is required to provide a minimum of (3) three references for similar projects, which will be verified. The list of references must be attached with the proposal on the form provided within these specifications. All reference materials provided become the property of the City and also become public record.

3. Scope of Work

3.1. Specifications

1. Supply all labor and materials necessary to provide compliance with Florida Department of Transportation maintenance of traffic (MOT) practices.
2. Supply all labor and materials necessary to weed, trim, edge, fertilize and clean-out all landscaped beds as well as to trim Sabal palms as needed. In addition, the median islands will be cleared of all garbage and debris at least twice a month and such garbage will be disposed of by the contractor.
3. Supply all labor and materials necessary to install and maintain total coverage of approximately 3-4 inches of mulch at a consistent depth throughout the term of the contract. Contractor shall anticipate having to re-mulch the medians on the basis of twice a year.
4. Supply all labor and materials necessary to mow all medians twice a month.
5. Supply all labor and materials to add "color" at the end of each island with the use of flowering annuals or perennials on a year-round basis that have the ability to flourish in this environment for at least a three-month period and that provide to the aesthetics of the median islands.
6. Inspect irrigation systems twice a month. If repairs are necessary, contact Steve Brown at (386)758-5401 or browns@lcfla.com for authorization to make repair. The cost associated with the inspection are to be included in your proposal. All costs associated with any repairs to the irrigation system are to be invoiced separately.
7. Permits and licenses of any nature, necessary for any and all work, shall be secured and paid for by the contractor.
8. All work shall be done to the complete satisfaction of the City of Lake City and in accordance with all municipal, county, state, federal and local laws, ordinances and regulations applicable to said work.
9. The awarded contractor will be required to comply and to adhere with all safety standards and guidelines outlined by the Florida Department of Transportation and the City of Lake City.

4. Vendor Questionnaire

4.1. Acknowledgement*

By submitting a response to this Quote, the Contractor has read, understands and agrees to all terms and conditions, as well as all requirements for this quote.

Please confirm

*Response required

4.2. References*

Please provide a list of three (3) client/customer references including company name, address, contact person, telephone number and length of time services provided. (Note: only list those client/customers in which a similar type of equipment/product of scope of work/service was provided.)

*Response required

5. Pricing Proposal

ANNUAL CONTRACT FOR U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES

Description	Quantity	Unit of Measure	Unit Cost	Total	Comments
U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES	1	Year			
TOTAL					

6. Terms and Conditions

6.1. Contract

If a Contract is issued pursuant to a competitively procured contract between the Seller and another entity then:

- A. The proposal of the successful Contractor with the written Notice of Award, and the terms, conditions and specifications contained in the request for quote will constitute the contract. The contract term will be for a one (1) year period beginning January 2024. The City reserves the right to extend the contract period for two (2) additional one (1) year terms, upon mutual agreement with the successful Contractor.
- B. The contract may be cancelled by either party at any time by giving a written thirty (30) day notice.

6.2. Purchase Order

If a Purchase Order is issued pursuant to a competitively procured contract between the Seller and another entity then, except as otherwise stated herein, the terms and conditions of the competitively procured contract shall constitute the terms and conditions of the agreement between the Buyer and Seller hereof.

6.3. Experience

The successful contractor must have been in the landscape maintenance service business for a minimum of two (2) years. Contractors shall provide documentation of applicable license, certification and commercial experience. The City of Lake City reserves the right to request documentation at any time during the contract period.

6.4. Public Record

The Owner is a public agency subject to Chapter 119, Florida Statutes. The Contractor shall comply with Florida's public records law. Specifically, the Contractor shall:

- A. Keep and maintain public records required by the public agency to perform the service.
- B. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.

- D. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (386) 719-5826 OR (386) 719-5756, CITYCLERK@LCFLA.COM, CITY CLERKS OFFICE, 205 N MARION AVE., LAKE CITY, FL, 32055.

6.5. Changes

No substitutions, quantity changes, price increases, etc. shall be made without a written change order to the contract.

6.6. Warranty

SELLER warrants that delivered supplies or equipment, or work performed, shall be free from all defects in material and workmanship for a period of one (1) year after acceptance and shall comply with manufacturer's specifications. All manufacturers' warranties shall be deemed assigned to BUYER.

6.7. Submission of a Proper Invoice

Invoices may be submitted via (1) E-mail (electronic PDF image): financeadmin@lcfla.com; (2) Mail: Accounts Payable, 205 N. Marion Avenue, Lake City, FL 32055, or (3) Delivery: same address. Any invoice or payment request which is received by the CITY FINANCE DEPARTMENT must conform to the following requirements:

- A. Complies with all terms of the PO;
- B. Is an original invoice;
- C. Is not under dispute;

And must contain the following information:

- A. The name and address of SELLER as reflected on the PO;
- B. The invoice preparation date;
- C. The number of the invoice to facilitate identification;

- D. The authorizing CITY PO number; if PO is issued under a master contract, also include master contract number;
- E. PO line item number, including description, quantity, unit of measure, unit price and extended price of the item;
- F. Terms of any prompt payment discount offered;
- G. Federal Identification Number (if applicable); and
- H. Payment remittance address.

6.8. [Payment](#)

Payment of invoices will be made in accordance with the Local Government Prompt Payment Act (Sec. 218.70, et seq., Florida Statutes). No C.O.D. shipments will be accepted. Inquiries concerning payment of invoices should be directed to the CITY FINANCE DEPARTMENT, telephone (386) 719-5792.

6.9. [Laws](#)

The items and/or services covered by this PO shall comply with all federal, state or local laws relative thereto. All questions of validity, interpretation or performance of any of the terms or of any rights or obligations of the parties to this agreement shall be governed by Florida law; and any action brought by either party to enforce any of the terms of the agreement shall be filed in Columbia County, Florida.

6.10. [Material Safety Data Sheets \(MSDS\)](#)

Prior to shipping any chemicals or substances to the City or bringing any chemicals or substances onto City property or a City work site, the Contractor shall provide City with copies of current Material Safety Data Sheets (MSDS).

6.11. [Assignment](#)

SELLER may not assign any portion of the PO without prior consent.

6.12. [Additional Information](#)

The City of Lake City Procurement Department reserves the right to request any additional information needed for clarification from any Contractor for evaluation purposes.



EVALUATION TABULATION

FQ No. 001-2024

ANNUAL CONTRACT FOR U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES

RESPONSE DEADLINE: December 27, 2023 at 2:00 pm

Report Generated: Wednesday, January 10, 2024

SELECTED VENDOR TOTALS

Vendor	Total
Green Star Management, LLC	\$16,500.00
JT Ruby Contracting Inc	\$19,949.50
Sunscapes	\$22,000.00

ANNUAL CONTRACT FOR U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES

ANNUAL CONTRACT FOR U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES				Green Star Management, LLC		JT Ruby Contracting Inc		Sunscapes	
Selected	Description	Quantity	Unit of Measure	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
X	U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES	1	Year	\$16,500.00	\$16,500.00	\$19,949.50	\$19,949.50	\$22,000.00	\$22,000.00
Total					\$16,500.00		\$19,949.50		\$22,000.00



PROPOSAL DOCUMENT REPORT

FQ No. 001-2024

ANNUAL CONTRACT FOR U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES

RESPONSE DEADLINE: December 27, 2023 at 2:00 pm

Report Generated: Wednesday, January 10, 2024

Green Star Management, LLC Proposal

CONTACT INFORMATION

Company:

Green Star Management, LLC

Email:

estimating@greenstarflorida.com

Contact:

Ramsey Baughman

Address:

356 NW Turner Ave
LAKE CITY, FL 32055

Phone:

N/A

Website:

www.greenstarflorida.com

Submission Date:

Dec 27, 2023 7:36 AM

ADDENDA CONFIRMATION

No addenda issued

QUESTIONNAIRE

1. Acknowledgement*

By submitting a response to this Quote, the Contractor has read, understands and agrees to all terms and conditions, as well as all requirements for this quote.

Confirmed

2. References*

Please provide a list of three (3) client/customer references including company name, address, contact person, telephone number and length of time services provided. (Note: only list those client/customers in which a similar type of equipment/product of scope of work/service was provided.)

City of Lake City - Lake City

Dollar General Distribution Center - Alachua

Windsong Apartments - Lake City

PRICE TABLES

ANNUAL CONTRACT FOR U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES

Description	Quantity	Unit of Measure	Unit Cost	Total	Comments
U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES	1	Year	\$16,500.00	\$16,500.00	

PROPOSAL DOCUMENT REPORT

FQ No. 001-2024

ANNUAL CONTRACT FOR U.S. HIGHWAY 90 LANDSCAPE AND MAINTENANCE SERVICES

Description	Quantity	Unit of Measure	Unit Cost	Total	Comments
TOTAL				\$16,500.00	

File Attachments for Item:

4. City Council Ordinance No. 2024-2266 (final reading) - An ordinance of the City of Lake City, Florida, amending the Official Zoning Atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of less than ten contiguous acres of land, pursuant to an application, Z 23-09, by the property owner of said acreage, providing for rezoning from Residential Office (RO) and Residential Multi-Family 1 (RMF-1) to Commercial Intensive (CI) of certain lands within the Corporate Limits of the City of Lake City, Florida; providing severability; repealing all ordinances in conflict; and providing an effective date. (Faith Crossing)

Passed on first reading 1/2/2024

ORDINANCE NO. 2024-2266

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE OFFICIAL ZONING ATLAS OF THE CITY OF LAKE CITY LAND DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO THE REZONING OF LESS THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 23-09, BY THE PROPERTY OWNER OF SAID ACREAGE; PROVIDING FOR REZONING FROM RESIDENTIAL OFFICE (RO) AND RESIDENTIAL MULTI-FAMILY 1 (RMF-1) TO COMMERCIAL INTENSIVE (CI) OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE CITY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended, empowers the City Council of the City of Lake City, Florida, hereinafter referred to as the City Council, to prepare, adopt and enforce land development regulations;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, requires the City Council to prepare and adopt regulations concerning the use of land and water to implement the comprehensive plan;

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

WHEREAS, the Planning and Zoning Board of City of Lake City, Florida, hereinafter referred to as the Planning and Zoning Board, has been designated as the 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, as amended, 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 and the Concurrency Management Assessment concerning said application for an amendment, as described below, and recommended to the City Council approval of said application for an amendment, as described below;

WHEREAS, pursuant to Section 166.041, Florida Statutes, as amended, the City Council 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 City Council reviewed and considered all comments received during said public hearing, including the recommendation of the Planning and Zoning Board, serving also as the Local Planning Agency, and the Concurrency Management Assessment concerning said application for an amendment, as described below; and

WHEREAS, the City Council has determined and found that approval of said 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, Z 23-09, by Carol Chadwick., as agent for OM Shanti Investment Group, LLC, to amend the Official Zoning Atlas of the Land Development Regulations by changing the zoning district of certain lands, the zoning district is hereby changed from RESIDENTIAL OFFICE (RO) AND RESIDENTIAL MULTI-FAMILY 1 (RMF-1) TO COMMERCIAL INTENSIVE (CI) on property described, as follows:

A parcel of land lying in Section 33, Township 3 South, Range 17 East, Columbia County, Florida. Being more particularly described as follows: Begin at the point of intersection of the Southeast right of way line of Troy Road and the East line of the Southeast 1/4 of the Northwest 1/4 of Section 1, Township 4 South, Range 16 East, Columbia County, Florida and run South 02 deg. 11 min. 15 sec. East along said East line of the Southeast 1/4 of the Northwest 1/4 a distance of 322.68 feet to a point on the Northerly line of a proposed 80 foot road, said point being on the arc of a curve concave

to the North having a radius of 1105.92 feet and a central angle of 08 deg. 25 min. 19 sec., said curve also having a chord bearing and distance of North 70 deg. 14 min. 55 sec. West, 162.41 feet; thence Westerly along the arc of said curve, being also said Northerly line of a proposed 80 foot road, 162.56 feet to a point on the Southeasterly line of a 0.25 acre parcel of land; thence North 48 deg. 07 min. 32 sec. East along said Southeasterly line, 59.47 feet; thence North 49 deg. 38 min. 27 sec. West, along the Northeasterly line of said 0.25 acre parcel of land 105.04 feet to a point on the Southeasterly right of way line of Troy Road; thence North 47 deg. 48 min. 06 sec. East along said Southeasterly right of way line, 237.97 feet to the Point of Beginning.

Containing 0.859 acres, more or less.

AND

A parcel of land lying in the SE 1/4 of the NW 1/4 of Section 1, Township 4 South, Range 16 East, Columbia County, Florida, explicitly described as follows: Commence at the Northeast corner of the SE 1/4 of the NW 1/4 of said Section 1; thence on the East boundary thereof S02° 11'15"E, a distance of 342.35 feet to the North right of way line of S.W. Faith Road; thence continue on said East boundary S02° 11'15"E, a distance of 65.81 feet to the South right of way line of S. W. Faith Road; thence on said South right of way line S47°48'06"W, a distance of 237.97 feet to the point of beginning; thence S49°38'27"E, a distance of 105.28 feet; thence S48° 10'14"W, a distance of 59.47 feet to the North maintained right of way line of Bascom Norris Drive and a point on a curve concave Northeasterly having a radius of 410.57 feet and a central angle of 12°47'45"; thence on said right of way line and on the arc of said curve a distance of 91.68 feet, said arc subtended by a chord which bears N58°32'20"W, a distance of 91.50 feet to the curve's end and a point on a curve concave Southeasterly having a radius of 22.74 feet and a central angle of 71°53'16"; thence on the arc of said curve a distance of 28.53 feet, said arc subtended by a chord which bears N09°43'14"E, a distance of 26.70 feet to the South right of way line of aforesaid S.W. Faith Road; thence on said South right of way line N48°05'32"E, a distance of 50.56 feet to the point of beginning.

Containing 0.17 acres, more or less.

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 with this ordinance 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 amendment, Z 23-09, to the Official Zoning Atlas shall be the same date as the effective date of Future Land Use Plan Map Amendment, CPA 23-07. If Future Land Use Plan Map Amendment, CPA 23-07, does not become effective, this amendment, Z 23-09, to the Official Zoning Atlas shall not become effective. No development orders, development permits or land uses dependent on this amendment, Z 23-09, to the Official Zoning Atlas may be issued or commence before it has become effective.

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 2nd day of January 2024.

PASSED AND DULY ADOPTED, upon second and final reading, in regular session with a quorum present and voting, by the City Council this 16th day of January 2024.

CITY COUNCIL
CITY OF LAKE CITY, FLORIDA

Attest:

Audrey Sikes, City Clerk

Stephen M. Witt, Mayor

APPROVED AS TO FORM AND LEGALITY:

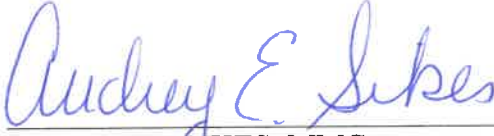
Thomas J. Kennon III, City Attorney

Record of Vote on First Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	<u>✓</u>	_____	_____	_____
Jake Hill, Jr., Council Member	<u>✓</u>	_____	_____	_____
Chevella Young, Council Member	<u>✓</u>	_____	_____	_____
Ricky Jernigan, 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

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance 2024-2266- Amending the Official Zoning Atlas of The City of Lake City

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

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

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

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

December 1, 2023

TO: City Council

FROM: Planning and Zoning Technician

SUBJECT: Application No. Z 23-09 (OM Shanti Investment Group, LLC)

Concurrency Management Assessment
Concerning an Amendment to the
Official Zoning Atlas of the Land Development Regulations

Rezoning are ineligible to receive concurrency reservation because they are too conceptual and, consequently, do not allow an accurate assessment of public facility impacts. Therefore, the following information is provided which quantifies, for the purposes of a nonbinding concurrency determination, the demand and residual capacities for public facilities required to be addressed within the Concurrency Management System.

Z 23-09, an application by Carol Chadwick, as agent for OM Shanti investment Group, LLC, to amend the Official Zoning Atlas of the Land Development Regulations by changing the zoning district from RESIDENTIAL MULTI-FAMILY-1 (RMF-1) to COMMERCIAL INTENSIVE (CI) on property described, as follows:

PARCEL; 01-4S-16-02677-001

A parcel of land lying in Section 01, Township 4 South, Range 16 East, Columbia County, Florida. Being more particularly described, as follows:

Begin at the point of intersection of the Southeast right of way line of Troy Road and the East line of the Southeast 1/4 of the Northwest 1/4 of Section 1, Township 4 South, Range 16 East, Columbia County, Florida and run South 02 deg. 11 min. 15 sec. East along said East line of the Southeast 1/4 of the Northwest 1/4 a distance of 322.68 feet to a point on the Northerly line of a proposed 80 foot road, said point being on the arc of a curve concave to the North having a radius of 1105.92 feet and a central angle of 08 deg. 25 min. 19 sec., said curve also having a chord bearing and distance of North 70 deg. 14 min. 55 sec. West, 162.41 feet; thence Westerly along the arc of said curve, being also said Northerly line of a proposed 80 foot road, 162.56 feet to a point on the Southeasterly line of a 0.25 acre parcel of land; thence North 48 deg. 07 min. 32 sec. East along said Southeasterly line, 59.47 feet; thence North 49 deg. 38 min. 27 sec. West, along the Northeasterly line of said 0.25 acre parcel of land 105.04 feet to a point on the Southeasterly right of way line of Troy Road; thence North 47 deg. 48 min. 06 sec. East along said Southeasterly right of way line, 237.97 feet to the Point of Beginning.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

Containing 0.859 acres, more or less.

AND; to amend the Official Zoning Atlas of the Land Development Regulations by changing the zoning district from RESIDENTIAL OFFICE (RO) to COMMERCIAL INTENSIVE (CI) on property described, as follows:

PARCEL; 01-4S-16-02658-001

A parcel of land lying in the SE 1/4 of the NW 1/4 of Section 1, Township 4 South, Range 16 East, Columbia County, Florida, explicitly described as follows:

Commence at the Northeast corner of the SE 1/4 of the NW 1/4 of said Section 1; thence on the East boundary thereof $S02^{\circ}11'15''E$, a distance of 342.35 feet to the North right of way line of S.W. Faith Road; thence continue on said East boundary $S02^{\circ}11'15''E$, a distance of 65.81 feet to the South right of way line of S. W. Faith Road; thence on said South right of way line $S47^{\circ}48'06''W$, a distance of 237.97 feet to the point of beginning; thence $S49^{\circ}38'27''E$, a distance of 105.28 feet; thence $S48^{\circ}10'14''W$, a distance of 59.47 feet to the North maintained right of way line of Bascom Norris Drive and a point on a curve concave Northeasterly having a radius of 410.57 feet and a central angle of $12^{\circ}47'45''$; thence on said right of way line and on the arc of said curve a distance of 91.68 feet, said arc subtended by a chord which bears $N58^{\circ}32'20''W$, a distance of 91.50 feet to the curve's end and a point on a curve concave Southeasterly having a radius of 22.74 feet and a central angle of $71^{\circ}53'16''$; thence on the arc of said curve a distance of 28.53 feet, said arc subtended by a chord which bears $N09^{\circ}43'14''E$, a distance of 26.70 feet to the South right of way line of aforesaid S.W. Faith Road; thence on said South right of way line $N48^{\circ}05'32''E$, a distance of 50.56 feet to the point of beginning.

Containing 0.17 acres, more or less.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

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Availability of and Demand on Public Facilities

Potable Water Impact

The site is located within a community potable water system service area. The community potable water system is currently meeting or exceeding the adopted level of service standard for potable water established within the Comprehensive Plan.

The proposed amendment could potentially result in 40,510 square feet of shopping center use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average specialty retail use is estimated to have 1.82 employees per 1,000 square feet gross floor area.

$40,510$ (40,510 square feet gross floor area) \times 35% (35% maximum lot coverage by all buildings) \times 1.82 (employees per 1,000 square feet gross floor area) = 26 (employees) \times 45 (gallons of potable water usage per employee per day) = 1,170 gallons of potable water usage per day.

Permitted capacity of the community potable water system = 4,100,000 gallons of potable water per day.

During calendar year 2022, the average daily potable water usage = 3,554,816 gallons of potable water per day.

Residual available capacity prior to reserved capacity for previously approved development = 545,184 gallons of potable water per day.

Less reserved capacity for previously approved development = 0 gallons of potable water per day.

Residual available capacity after reserved capacity for previously approved development = 749,000 gallons of potable water per day.

Less estimated gallons of potable water use as a result of this proposed amendment = 1,170 gallons of potable water per day.

Residual capacity after this proposed amendment = 544,014 gallons of potable water per day.

Based upon the above analysis, the potable water facilities are anticipated to continue to meet or exceed the adopted level of service standard for potable water facilities as provided in the Comprehensive Plan, after adding the potable water demand generated by the potential use of the site.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
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Sanitary Sewer Impact -

The site is located within a community centralized sanitary sewer system service area. The centralized sanitary sewer system is currently meeting or exceeding the adopted level of service standard for sanitary sewer established within the Comprehensive Plan.

The proposed amendment could potentially result in 43,560 square feet of specialty retail use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average shopping center use is estimated to have 1.82 employees per 1,000 square feet gross floor area.

$40,510$ (40,510 square feet gross floor area) \times 35% (35% maximum lot coverage by all buildings) \times 1.82 (employees per 1,000 square feet gross floor area) = 26 (employees \times 34.5 (gallons of sanitary sewer effluent per employee per day) = 897 gallons of sanitary sewer effluent per day.

Permitted capacity of the community sanitary sewer system = 3,000,000 gallons of sanitary sewer effluent per day.

During calendar year 2022, the average sanitary sewer usage = 1,800,000 gallons of sanitary sewer effluent per day.

Residual available capacity prior to reserved capacity for previously approved development = 1,200,000 gallons of sanitary sewer effluent per day.

Less reserved capacity for previously approved development = 0 gallons of sanitary sewer effluent per day.

Residual available capacity after reserved capacity for previously approved development = 1,200,000 gallons of sanitary sewer effluent per day.

Less estimated gallons of sanitary sewer effluent per day as a result of this proposed amendment = 897 gallons of sanitary sewer effluent per day.

Residual capacity after this proposed amendment = 1,199,103 gallon of sanitary sewer effluent per day.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

Based upon the above analysis, the sanitary sewer facilities are anticipated to continue to meet or exceed the adopted level of service standard for sanitary sewer facilities as provided in the Comprehensive Plan, after adding the sanitary sewer effluent generated by the potential use of the site.

Solid Waste Impact -

Solid waste disposal is provided for the use to be located on the site at the Winfield Solid Waste Facility. The level of service standard established within the Comprehensive Plan for the provision of solid waste disposal is currently being met or exceeded.

The proposed amendment could potentially result in 43,560 square feet of specialty retail use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average shopping center use is estimated to generate 5.5 pounds of solid waste per 1,000 square feet gross floor area per day.

$40,510$ (40,510 square feet gross floor area) \times 35% (maximum lot coverage by all buildings) \times 5.5 (pounds of solid waste per 1,000 square feet gross floor area per day) = 78 pounds of solid waste per day.

Based upon the annual projections of solid waste disposal at the sanitary landfill, solid waste facilities are anticipated to continue to meet or exceed the adopted level of service standard for solid waste facilities, as provided in the Comprehensive Plan, after adding the solid waste demand generated by the potential use of the site.

Drainage Impact -

Drainage facilities will be required to be provided for on site for the management of stormwater. As stormwater will be retained on site, there are no additional impacts to drainage systems as a result of the proposed amendment. The retention of stormwater on site will meet or exceed the adopted level of service standard established within the Comprehensive Plan.

Recreation Impact -

The level of service standards established within the Comprehensive Plan for the provision of recreation facilities are currently being met or exceeded.

As no population increase will result from the proposed amendment, there will be no need for additional recreational facilities as a result of the proposed amendment. Therefore, the proposed amendment is not anticipated to impact recreation facilities.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

Recreation facilities are anticipated to continue to operate at a level of service which meets or exceeds the level of service standards established within the Comprehensive Plan after the potential use of the site.

Traffic Impact -

The road network serving the site is currently meeting or exceeding the level of service standards required for traffic circulation facilities as provided in the Comprehensive Plan.

The proposed amendment could potentially result in 40,510 square feet of shopping center use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

Summary of Trip Generation Calculations for a Shopping Center Use.

40,510 (40,510 feet gross floor area) x 35% (maximum lot coverage by all buildings) x 3.81 (trips per 1,000 square feet gross floor area) = 154 trips less 25 percent pass by trips (39) = 115 p.m. peak hour trips (154 - 39 = 115).

Existing p.m. peak hour trips = 3,420 p.m. peak hour trips.

The following table contains information concerning the assessment of the traffic impact on the surrounding road network by the proposed amendment.

Level of Service	Existing PM Peak Hour Trips	Existing Level of Service	Reserved Capacity PM Peak Hour Trips for Previously Approved	Development PM Peak Hour Trips	PM Peak Hour Trips With Development	Level of Service with Development
U.S. 90 (Duval St.) From S.R. 247 to Baya Ave.	3420	D	0	115	3535	D

a 2021 Annual Traffic Count Station Data, Florida Department of Transportation.

Sources: Trip Generation, Institute of Transportation Engineers, 10th Edition, 2017.
Multimodal Quality/Level of Service Handbook, Florida Department of Transportation, 2023.

Based upon the above analysis and an adopted level of service standard of "D" with a capacity of 6,240 p.m. peak hour trips, the road network serving the site is anticipated to continue to meet or exceed the

City of Lake City

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level of service standard provided in the Comprehensive Plan after adding the potential number of trips associated with the proposed amendment.

Affordable Housing

The change in land use is not anticipated to have a negative impact on the affordable housing stock.

Surrounding Land Uses

Currently, the existing land use of the site is vacant land. The site is bounded on the north by commercial land use, on the east by commercial land use, on the south by commercial land use and on the west by residential medium/high Co land use.

Historic Resources

According to the Florida Division of Historical Resources, Master Site File, dated 2021, there are no known historic resources on the site.

Flood Prone Areas

According to the Federal Emergency Management Agency, Digital Flood Insurance Rate Map data layer, November 2, 2018, a portion of the site is located within a 100-year flood prone area.

Wetlands

According to the Water Management District Geographic Information Systems wetlands data layer, dated 2007, the site is not located within a wetland.

Minerals

According to Florida Department of Environmental Protection, Florida Geological Survey, Digital Environmental Geology Rock and Sediment Distribution Map data layer, dated November 28, 2018, the site is known to contain clayey sand.

Soil Types

According to the U.S. Department of Agriculture, Soil Conservation Service, Soil Survey dated September 1, 2023, the site is comprised of Mascotte fine sand soils.

According to the Florida Department of Environmental Protection Soil Descriptions- Mascotte fine sand- This is a poorly drained, nearly level soil on the floodplains of rivers and streams. This soil is flooded occasionally as a result of heavy and prolonged rains. A sharp rise in the water level causes the rivers and streams to overflow. The lowlands remain flooded for approximately 30

City of Lake City

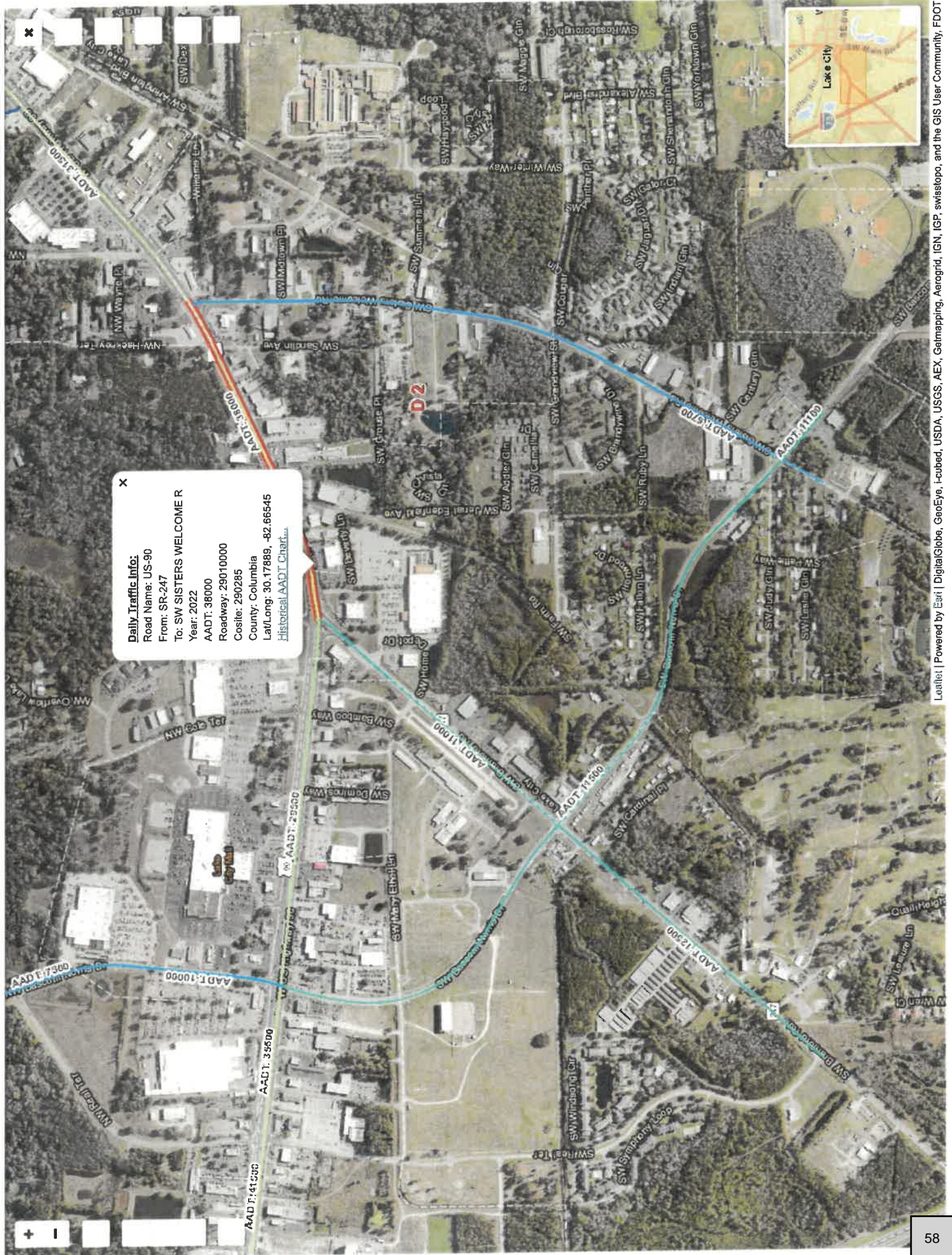
205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

days and the depressions, which drain by percolation and seepage, for longer periods. This soil has been flooded in March or April in about 1 year out of every 10.

High Aquifer Groundwater Recharge

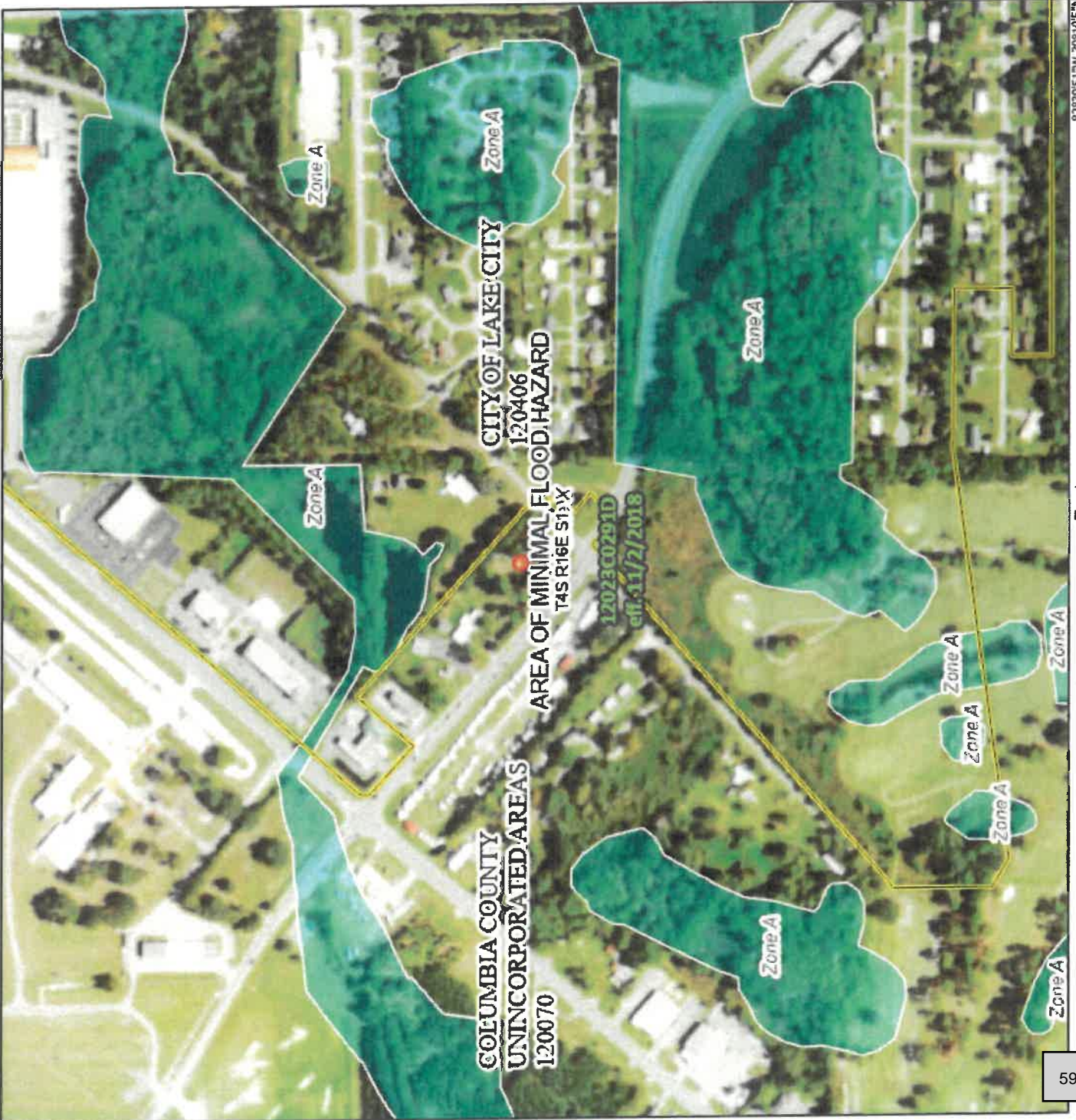
According to the Areas of High Recharge Potential to the Floridan Aquifer, prepared by the Water Management District, dated July 17, 2001, the site is not located in high aquifer groundwater recharge area.



National Flood Hazard Layer FIRMette



82°40'29"W 30°10'36"N



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE)
Zone A, V, A99
- With BFE or Depth or Zone AE, AO, AH, VE, AR
Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile (Zone X)
- Future Conditions 1% Annual Chance Flood Hazard (Zone X)
- Area with Reduced Flood Risk due to Levee, See Notes, (Zone X)
- Area with Flood Risk due to Levee (Zone D)

OTHER AREAS

- NO SCREEN
- Area of Minimal Flood Hazard (Zone X)
- Effective LOMRs
- Area of Undetermined Flood Hazard (Zone X)

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall
- Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS

- Digital Data Available
- No Digital Data Available
- Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 12/1/2023 at 3:50 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

EFFECTIVE FLOOD INFORMATION REPORT



State of Florida, Maxar, Microsoft

Location Information

County: **COLUMBIA**
 Parcel: **014S1602658001**
 Flood Zone: **X**
 Flood Risk: **LOW**

1% Annual Chance Base Flood Elev* **Not Applicable**
 10% Annual Chance Flood Elev* **Not Applicable**
 50% Annual Chance Flood Elev* **Not Applicable**

* Flood Elevations shown on this report are in NAVD 88 and are derived from FEMA flood mapping products, rounded to the nearest tenth of a foot. For more information, please see the note below

Legend with Flood Zone Designations

- 1% Flood - Floodway (High Risk)
- 1% Flood - Zone AE (High Risk)
- 1% Flood - Zone A (High Risk)
- 1% Flood - Zone VE (High Risk)
- 0.2% Flood-Shaded Zone X (Moderate Risk)
- Area Not Included
- SFHA Decrease
- SFHA Increase
- Depressions
- Base Flood Elevations (BFE)
- Cross Sections
- County Boundaries
- FIRM Panel Index
- Parcels
- River Marks
- Wetlands

Supplemental Information

Watershed: **Santa Fe** Map Effective Date: **11/2/2018** Special Flood Hazard Area: **No**

FIRM Panel(s) **12023C0291D**

Anywhere it can rain, it can flood
 Know your risk.



www.srwmfloodreport.com

The information herein represents the best available data as of the effective map date shown. The Federal Emergency Management Agency (FEMA) Flood Map Service Center (<https://msc.fema.gov>) maintains the database of Flood Insurance Studies and Digital Flood Insurance Rate Maps, as well as additional information such as how the Base Flood Elevations (BFEs) and/or floodways have been determined and previously issued Letters of Map Change. Requests to revise flood information may be provided to the District through the community review period on preliminary maps, or through the appropriate process with FEMA Change Your Flood Zone Designation ([FEMA.gov](https://www.floodsmart.com), information about flood insurance may be obtained at <https://www.floodsmart.com>)

Base Flood Elevation (BFE)

The elevation shown on the Flood Insurance Rate Map for Zones AE, AH, A1-A30, AR, AO, V1-V30, and VE that indicates the water surface elevation resulting from a flood that has a one percent chance of equaling or exceeding that level in any given year.

A

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.

AE, A1-A30

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. In most instances, base flood elevations derived from detailed analyses are shown at selected intervals within these zones.

AH

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of ponding with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

AO

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of sheet flow on sloping terrain with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

Supplemental Information:

10%-chance flood elevations (10-year flood-risk elevations) and 50%-chance flood elevations (2-year flood-risk elevations), are calculated during detailed flooding studies but are not shown on FEMA Digital Flood Insurance Rate Maps (FRMs). They have been provided as supplemental information in the Flood

AE FW (FLOODWAYS)

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood (1% annual chance flood event). The floodway must be kept open so that flood water can proceed downstream and not be obstructed or diverted onto other properties.

Please note, if you develop within the regulatory floodway, you will need to contact your Local Government and the Suwannee River Water Management District prior to commencing with the activity. Please contact the District at 800.226.1066.

VE

Areas with a 1% annual chance of flooding over the life of a 30-year mortgage with additional hazards due to storm-induced velocity wave action. Base Flood Elevations (BFEs) derived from detailed analyses.

X 0.2 PCT (X Shaded, 0.2 PCT ANNUAL CHANGE FLOOD HAZARD)

Same as Zone X; however, detailed studies have been performed, and the area has been determined to be within the 0.2 percent annual chance floodplain (also known as the 500-year flood zone). Insurance purchase is not required in this zone but is available at a reduced rate and is recommended.

X

All areas outside the 1-percent annual chance floodplain are Zone X. This includes areas of 1% annual chance sheet flow flooding where average depths are less than 1 foot, areas of 1% annual chance stream flooding where the contributing drainage area is less than 1 square mile, or areas protected from the 1% annual chance flood by levees. No Base Flood Elevations or depths are shown within this zone. Insurance purchase is not required in these zones.

LINKS FEMA:

<http://www.fema.gov>

SRWMD:

<http://www.srwmd.state.fl.us>

CONTACT

SRWMD
9225 County Road 49
Live Oak, FL 32060
(386) 362-1001

Toll Free:

(800) 226-1066

EFFECTIVE FLOOD INFORMATION REPORT



State of Florida, Maxar, Microsoft

Location Information

County: **COLUMBIA**
 Parcel: **014S1602677001**
 Flood Zone: **A, X**
 Flood Risk: **HIGH**

1% Annual Chance Base Flood Elev* **Not Applicable**
 10% Annual Chance Flood Elev* **Not Applicable**
 50% Annual Chance Flood Elev* **Not Applicable**

* Flood Elevations shown on this report are in NAVD 88 and are derived from FEMA flood mapping products, rounded to the nearest tenth of a foot. For more information, please see the note below

Legend with Flood Zone Designations

	1% Flood - Floodway (High Risk)		Area Not Included		CrossSections		Wetlands
	1% Flood - Zone AE (High Risk)		SFHA Decrease		County Boundaries		
	1% Flood - Zone A (HighRisk)		SFHA Increase		FIRM Panel Index		
	1% Flood - Zone VE (HighRisk)		Depressions		Parcels		
	0.2% Flood-Shaded Zone X (Moderate Risk)		BaseFlood Elevations (BFE)		River Marks		

Supplemental Information

Watershed: Santa Fe Map Effective Date: 11/2/2018 Special Flood Hazard Area: Yes

FIRM Panel(s) 12023C0291D

Anywhere it can rain, it can flood
 Know your risk.



www.srwmfdloodreport.com

The information herein represents the best available data as of the effective map date shown. The Federal Emergency Management Agency (FEMA) Flood Map Service Center (<https://msc.fema.gov>) maintains the database of Flood Insurance Studies and Digital Flood Insurance Rate Maps, as well as additional information such as how the Base Flood Elevations (BFEs) and/or floodways have been determined and previously issued Letters of Map Change. Requests to revise flood information may be provided to the District during the community review period on preliminary maps, or through the appropriate process with FEMA Change Your Flood Zone Designation | [FEMA.gov](https://www.floodsmart.com). Information about flood insurance may be obtained at <https://www.floodsmart.com>

Base Flood Elevation (BFE)

The elevation shown on the Flood Insurance Rate Map for Zones AE, AH, A1-A30, AR, AO, V1-V30, and VE that indicates the water surface elevation resulting from a flood that has a one percent chance of equaling or exceeding that level in any given year.

A

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.

AE, A1-A30

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. In most instances, base flood elevations derived from detailed analyses are shown at selected intervals within these zones.

AH

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of ponding with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

AO

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of sheet flow on sloping terrain with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

Supplemental Information:

10%-chance flood elevations (10-year flood-risk elevations) and 50%-chance flood elevations (2-year flood-risk elevations), are calculated during detailed flooding studies but are not shown on FEMA Digital Flood Insurance Rate Maps (FRMs). They have been provided as supplemental information in the Flood Insurance section of this report.

AE FW (FLOODWAYS)

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood (1% annual chance flood event). The floodway must be kept open so that flood water can proceed downstream and not be obstructed or diverted onto other properties.

Please note, if you develop within the regulatory floodway, you will need to contact your Local Government and the Suwannee River Water Management District prior to commencing with the activity. Please contact the District at 800.226.1066.

VE

Areas with a 1% annual chance of flooding over the life of a 30-year mortgage with additional hazards due to storm-induced velocity wave action. Base Flood Elevations (BFEs) derived from detailed analyses.

X 0.2 PCT (X Shaded, 0.2 PCT ANNUAL CHANGE FLOOD HAZARD)

Same as Zone X; however, detailed studies have been performed, and the area has been determined to be within the 0.2 percent annual chance floodplain (also known as the 500-year flood zone). Insurance purchase is not required in this zone but is available at a reduced rate and is recommended.

X

All areas outside the 1-percent annual chance floodplain are Zone X. This includes areas of 1% annual chance sheet flow flooding where average depths are less than 1 foot, areas of 1% annual chance stream flooding where the contributing drainage area is less than 1 square mile, or areas protected from the 1% annual chance flood by levees. No Base Flood Elevations or depths are shown within this zone. Insurance purchase is not required in these zones.

LINKS FEMA:

<http://www.fema.gov>

SRWMD:

<http://www.srwmd.state.fl.us>

CONTACT

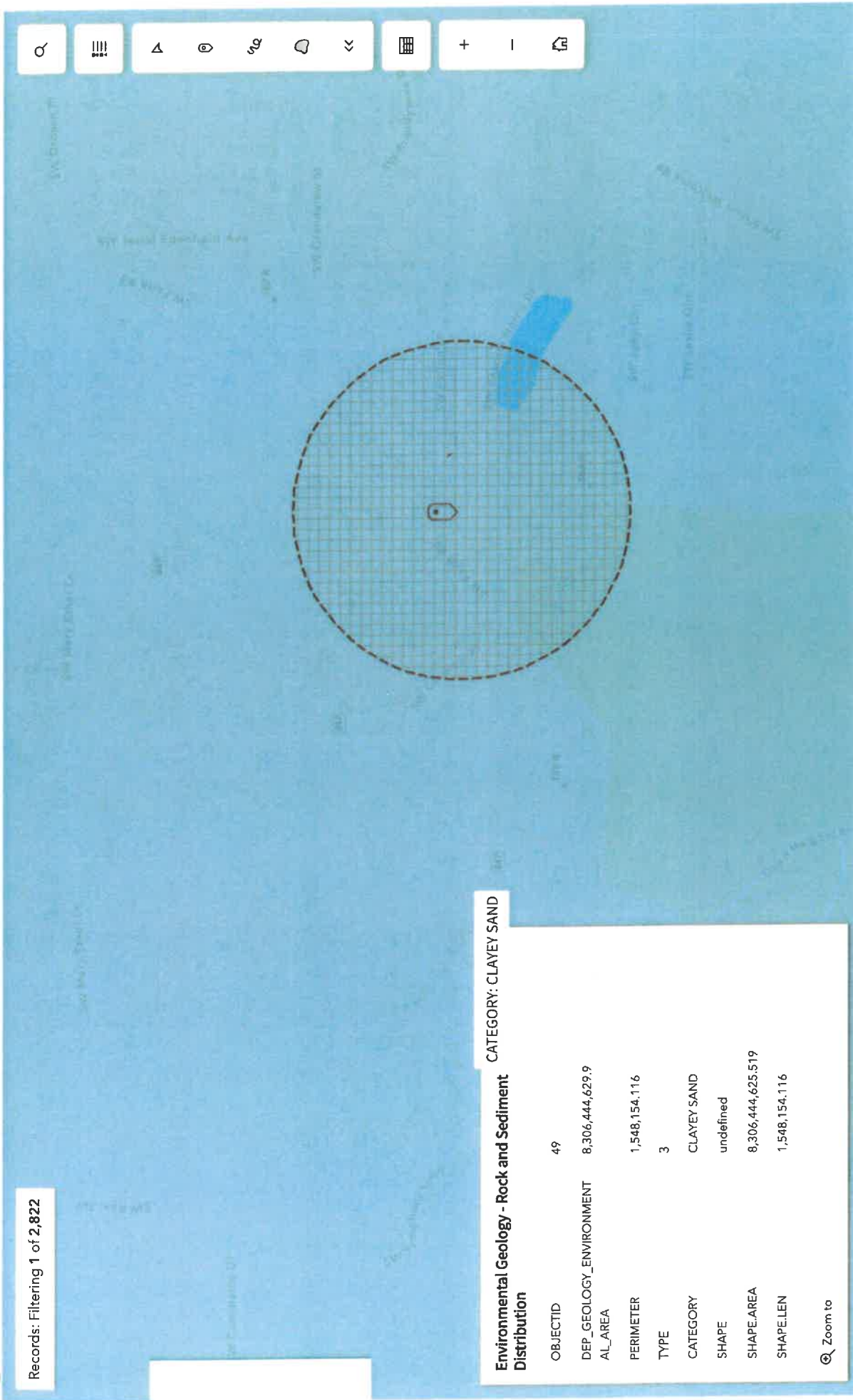
SRWMD
9225 County Road 49
Live Oak, FL 32060
(386) 362-1001

Toll Free:

(800) 226-1066



Records: Filtering 1 of 2,822



Esri Community Maps Contributors, FDEP, © OpenStreetMap, Microsoft, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

Powered by Esri



Search*	Map Unit Legend	Area (Acres)	Percentage
35	to 5 percent slopes Lucy loamy fine sand, 5 to 8 percent slopes	285.4	0.1%
36	Mandarin fine sand, 0 to 2 percent slopes	642.5	0.1%
37	Mascotte fine sand	71,450.0	13.9%
38	Mascotte fine sand, depressional	3,043.0	0.6%
39	Mascotte fine sand, occasionally flooded	1,196.3	0.2%
40	Ocilla fine sand, 0 to 5 percent slopes	12,531.0	2.4%
41	Oleno clay	1,758.3	0.3%
42	Olustee fine sand, thick surface	31,578.4	6.2%



Warning: Soil Map may not be valid at this scale.
 You have zoomed in beyond the scale at which the soil map for this area is intended to be used. Mapping of soils is done at a particular scale. The soil surveys that comprise your AOI were mapped at 1:24,000. The design of map units and the level of detail shown in the resulting soil map are dependent on that map scale. Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.



U.S. Fish and Wildlife Service

National Wetlands Inventory

Faith Crossing Rezoning



December 1, 2023

Wetlands

-  Estuarine and Marine Deepwater
-  Estuarine and Marine Wetland
-  Freshwater Emergent Wetland
-  Freshwater Forested/Shrub Wetland
-  Freshwater Pond
-  Lake
-  Other
-  Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

Ordinance Number: 2024-2266
Passed on second and final reading on January 16, 2024

Record of Vote on Second and Final Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	_____	_____	_____	_____
Jake Hill, Jr., Council Member	_____	_____	_____	_____
Chevella Young, Council Member	_____	_____	_____	_____
Ricky Jernigan, Council Member	_____	_____	_____	_____

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. 2024-2267 (final reading) - An ordinance of the City of Lake City, Florida, amending the Official Zoning Atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of more than ten contiguous acres of land, pursuant to an application, Z 23-08, by the property owner of said acreage; providing for rezoning from Commercial General (CG) and Commercial Intensive (CI) to Commercial Highway Interchange (CHI) of certain lands within the Corporate Limits of the City of Lake City, Florida; providing for severability; repealing all ordinances in conflict; and providing for an effective date. (Lake City RV Park)

Passed on first reading 1/2/2024

ORDINANCE NO. 2024-2267

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE OFFICIAL ZONING ATLAS OF THE CITY OF LAKE CITY LAND DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO THE REZONING OF MORE THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 23-08, BY THE PROPERTY OWNER OF SAID ACREAGE; PROVIDING FOR REZONING FROM COMMERCIAL GENERAL (CG) AND COMMERCIAL INTENSIVE (CI) TO COMMERCIAL HIGHWAY INTERCHANGE (CHI) OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE CITY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended, empowers the City Council of the City of Lake City, Florida, hereinafter referred to as the City Council, to prepare, adopt and enforce land development regulations;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, requires the City Council to prepare and adopt regulations concerning the use of land and water to implement the comprehensive plan;

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

WHEREAS, the Planning and Zoning Board of City of Lake City, Florida, hereinafter referred to as the Planning and Zoning Board, has been designated as the 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, as amended, 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 and the Concurrency Management Assessment concerning said application for an amendment, as described below, and recommended to the City Council approval of said application for an amendment, as described below;

WHEREAS, pursuant to Section 166.041, Florida Statutes, as amended, the City Council 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 City Council reviewed and considered all comments received during said public hearing, including the recommendation of the Planning and Zoning Board, serving also as the Local Planning Agency, and the Concurrency Management Assessment concerning said application for an amendment, as described below; and

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

WHEREAS, the City Council has determined and found that a need and justification exist for the approval of said application for amendment, as described below;

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

Section 1. Pursuant to an application, Z 23-08, by Kathie Ebaugh., as agent for Millennium Bancshares, Inc, to amend the Official Zoning Atlas of the Land Development Regulations by changing the zoning district of certain lands, the zoning district is hereby changed from COMMERCIAL GENERAL (CG) AND COMMERCIAL INTENSIVE (CI) TO COMMERCIAL HIGHWAY INTERCHANGE (CHI) on property described, as follows:

A parcel of land lying in Section 02, Township 4 South, Range 16 East, Columbia County, Florida. Being more particularly described as follows: Lots 6 & 7 Interstate Commerce Center EX W 40 ft of lot 7, 569-725, 596-132, 598-268, 705-96, 776-1800, 799-2149, 1026-2992, WD 1241-2493, QC

1295-690

Containing 8.729 acres, more or less.

AND

A parcel of land lying in Section 02, Township 4 South, Range 16 East, Columbia County, Florida. Being more particularly described as follows: The N 850 ft of SW1/4 of NE1/4 lying E of I-75 & COMM SW COR lot 8 Interstate Commerce Center, run SE along R/W of I-75 920.19 ft for POB CONT SE 757.03 ft, NE 350 ft, NW 611.89 ft, W 378.90 to POB, 662-004, 673-435, 829-913, 904-485, 912-1652, 943-640, 1026-2988, WD 1241-2493, QC 1295-690.

Containing 25.5 acres, more or less.

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 with this ordinance are hereby repealed to the extent of such conflict.

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

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 2nd day of January 2024.

PASSED AND DULY ADOPTED, upon second and final reading, in regular session with a quorum present and voting, by the City Council this 16th day of January 2024.

Attest:

CITY COUNCIL
CITY OF LAKE CITY, FLORIDA

Audrey Sikes, City Clerk

Stephen M. Witt, Mayor

APPROVED AS TO FORM AND LEGALITY:

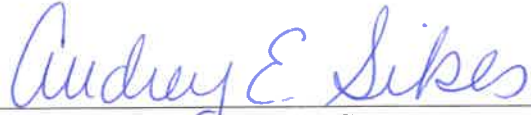
Thomas J. Kennon III, City Attorney

Record of Vote on First Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	<u>✓</u>	_____	_____	_____
Jake Hill, Jr., Council Member	<u>✓</u>	_____	_____	_____
Chevella Young, Council Member	<u>✓</u>	_____	_____	_____
Ricky Jernigan, 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

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance 2024-2267- Amending the Official Zoning Atlas of The City of Lake City

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

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

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

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

December 1, 2023

TO: City Council

FROM: Planning and Zoning Technician

SUBJECT: Application No. Z 23-08 (Millennium Bancshares, Inc)

Concurrency Management Assessment
Concerning an Amendment to the
Official Zoning Atlas of the Land Development Regulations

Rezoning are ineligible to receive concurrency reservation because they are too conceptual and, consequently, do not allow an accurate assessment of public facility impacts. Therefore, the following information is provided which quantifies, for the purposes of a nonbinding concurrency determination, the demand and residual capacities for public facilities required to be addressed within the Concurrency Management System.

Z 23-08, an application by Kathie Ebaugh, as agent for Millennium Bancshares, to amend the Official Zoning Atlas of the Land Development Regulations by changing the zoning district from COMMERCIAL GENERAL (CG) to COMMERCIAL HIGHWAY INTERCHANGE (CHI) on property described, as follows:

PARCEL; 02-4S-16-02714-009

A parcel of land lying in Section 02, Township 4 South, Range 16 East, Columbia County, Florida. Being more particularly described, as follows: LOTS 6 & 7 INTERSTATE COMMERCE CENTER EX W 40 FT OF LOT 7. 569-725, 596-132, 598-266, 705-96, 776-1800, 799-2149, 1026-2992, WD 1241-2493, QC 1295-690

Containing 8.729 acres, more or less.

AND;

PARCEL; 02-4S-16-02712-001

A parcel of land lying in Section 02, Township 4 South, Range 16 East, Columbia County, Florida. Being more particularly described, as follows: THEN 850 FT OF SW1/4 OF NE1/4 LYING E OF 1-75 & COMM SW COR LOT 8 INTERSTATE COMMERCE CENTER, RUN SE ALONG R/W OF 1-75 920.19 FT FOR POB CONT SE 757.03 FT, NE 350 FT, NW 611.89 FT, W 378.90 FT TO POB. 662-004, 673-435, 829-913, 904-485, 912-1652, 943-640, 1026-2988, 1026-2990, WD 1241-2493, QC 1295-690,

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

Availability of and Demand on Public Facilities

Potable Water Impact

The site is located within a community potable water system service area. The community potable water system is currently meeting or exceeding the adopted level of service standard for potable water established within the Comprehensive Plan.

The proposed amendment could potentially result in 1,489,752 square feet of shopping center use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average specialty retail use is estimated to have 1.82 employees per 1,000 square feet gross floor area.

$1,489,752$ (1,489,752 square feet gross floor area) \times 35% (35% maximum lot coverage by all buildings) \times 1.82 (employees per 1,000 square feet gross floor area) = 949 (employees) \times 45 (gallons of potable water usage per employee per day) = 42,705 gallons of potable water usage per day.

Permitted capacity of the community potable water system = 4,100,000 gallons of potable water per day.

During calendar year 2022, the average daily potable water usage = 3,554,816 gallons of potable water per day.

Residual available capacity prior to reserved capacity for previously approved development = 545,184 gallons of potable water per day.

Less reserved capacity for previously approved development = 0 gallons of potable water per day.

Residual available capacity after reserved capacity for previously approved development = 749,000 gallons of potable water per day.

Less estimated gallons of potable water use as a result of this proposed amendment = 42,705 gallons of potable water per day.

Residual capacity after this proposed amendment = 745,400 gallons of potable water per day.

Based upon the above analysis, the potable water facilities are anticipated to continue to meet or exceed the adopted level of service standard for potable water facilities as provided in the Comprehensive Plan, after adding the potable water demand generated by the potential use of the site.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

Sanitary Sewer Impact -

The site is located within a community centralized sanitary sewer system service area. The centralized sanitary sewer system is currently meeting or exceeding the adopted level of service standard for sanitary sewer established within the Comprehensive Plan.

The proposed amendment could potentially result in 43,560 square feet of specialty retail use on the site (based upon averages for use intensities and compliance with off-street parking requirements, drainage requirements and landscape buffer requirements).

An average shopping center use is estimated to have 1.82 employees per 1,000 square feet gross floor area.

$1,489,752$ (1,489,752 square feet gross floor area) \times 35% (35% maximum lot coverage by all buildings) \times 1.82 (employees per 1,000 square feet gross floor area) = 949 (employees \times 34.5 (gallons of sanitary sewer effluent per employee per day) = 32,740.5 gallons of sanitary sewer effluent per day.

Permitted capacity of the community sanitary sewer system = 3,000,000 gallons of sanitary sewer effluent per day.

During calendar year 2022, the average sanitary sewer usage = 536,000 gallons of sanitary sewer effluent per day.

Residual available capacity prior to reserved capacity for previously approved development = 2,464,000 gallons of sanitary sewer effluent per day.

Less reserved capacity for previously approved development = 0 gallons of sanitary sewer effluent per day.

Residual available capacity after reserved capacity for previously approved development = 2,464,000 gallons of sanitary sewer effluent per day.

Less estimated gallons of sanitary sewer effluent per day as a result of this proposed amendment = 32,740.5 gallons of sanitary sewer effluent per day.

Residual capacity after this proposed amendment = 2,431,259.5 gallons of sanitary sewer effluent per day.

Based upon the above analysis, the sanitary sewer facilities are anticipated to continue to meet or exceed the adopted level of service standard for sanitary sewer facilities as provided in the Comprehensive Plan, after adding the sanitary sewer effluent generated by the potential use of the site.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

Solid Waste Impact -

Solid waste disposal is provided for the use to be located on the site at the Winfield Solid Waste Facility. The level of service standard established within the Comprehensive Plan for the provision of solid waste disposal is currently being met or exceeded.

The proposed amendment could potentially result in 43,560 square feet of specialty retail use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average shopping center use is estimated to generate 5.5 pounds of solid waste per 1,000 square feet gross floor area per day.

$1,489,752$ (1,489,752 square feet gross floor area) \times 35% (maximum lot coverage by all buildings) \times 5.5 (pounds of solid waste per 1,000 square feet gross floor area per day) = 2,868 pounds of solid waste per day.

Based upon the annual projections of solid waste disposal at the sanitary landfill, solid waste facilities are anticipated to continue to meet or exceed the adopted level of service standard for solid waste facilities, as provided in the Comprehensive Plan, after adding the solid waste demand generated by the potential use of the site.

Drainage Impact -

Drainage facilities will be required to be provided for on site for the management of stormwater. As stormwater will be retained on site, there are no additional impacts to drainage systems as a result of the proposed amendment. The retention of stormwater on site will meet or exceed the adopted level of service standard established within the Comprehensive Plan.

Recreation Impact -

The level of service standards established within the Comprehensive Plan for the provision of recreation facilities are currently being met or exceeded.

As no population increase will result from the proposed amendment, there will be no need for additional recreational facilities as a result of the proposed amendment. Therefore, the proposed amendment is not anticipated to impact recreation facilities.

Recreation facilities are anticipated to continue to operate at a level of service which meets or exceeds the level of service standards established within the Comprehensive Plan after the potential use of the site.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

Traffic Impact -

The road network serving the site is currently meeting or exceeding the level of service standards required for traffic circulation facilities as provided in the Comprehensive Plan.

The proposed amendment could potentially result in 43,560 square feet of shopping center use on the site (based upon averages for use intensities and compliance with off-street parking requirements, drainage requirements and landscape buffer requirements).

Summary of Trip Generation Calculations for a Shopping Center Use.

$1,489,752$ (1,489,752 feet gross floor area) \times 35% (maximum lot coverage by all buildings) \times 3.81 (trips per 1,000 square feet gross floor area) = 1,987 trips less 25 percent pass by trips (497) = 1490 p.m. peak hour trips (1987 - 497 = 1490).

Existing p.m. peak hour trips = 3735 p.m. peak hour trips.

The following table contains information concerning the assessment of the traffic impact on the surrounding road network by the proposed amendment.

Level of Service	Existing PM Peak Hour Trips	Existing Level of Service	Reserved Capacity PM Peak Hour Trips for Previously Approved	Development PM Peak Hour Trips	PM Peak Hour Trips With Development	Level of Service with Development
US 90 (from I-75 to SW Bascom Norris Dr)	3735	D	0	1490	5225	D

a 2021 Annual Traffic Count Station Data, Florida Department of Transportation.

Sources: Trip Generation, Institute of Transportation Engineers, 10th Edition, 2017.
Multimodal Quality/Level of Service Handbook, Florida Department of Transportation, 2023.

Based upon the above analysis and an adopted level of service standard of "D" with a capacity of 6,240 p.m. peak hour trips, the road network serving the site is anticipated to continue to meet or exceed the level of service standard provided in the Comprehensive Plan after adding the potential number of trips associated with the proposed amendment.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

Affordable Housing

The change in land use is not anticipated to have a negative impact on the affordable housing stock.

Surrounding Land Uses

Currently, the existing land use of the site is vacant land. The site is bounded on the north by commercial land use, on the east by commercial land use, on the south by commercial land use and on the west by residential medium/high Co land use.

Historic Resources

According to the Florida Division of Historical Resources, Master Site File, dated 2021, there are no known historic resources on the site.

Flood Prone Areas

According to the Federal Emergency Management Agency, Digital Flood Insurance Rate Map data layer, November 2, 2018, a portion of the site is located within a 100-year flood prone area.

Wetlands

According to the Water Management District Geographic Information Systems wetlands data layer, dated 2007, a portion of the site is located within a wetland.

Minerals

According to Florida Department of Environmental Protection, Florida Geological Survey, Digital Environmental Geology Rock and Sediment Distribution Map data layer, dated November 28, 2018, the site is known to contain clayey sand.

Soil Types

According to the U.S. Department of Agriculture, Soil Conservation Service, Soil Survey dated September 1, 2023, the site is comprised of Mascotte fine sand soils.

According to the Florida Department of Environmental Protection Soil Descriptions- Mascotte fine sand- This is a poorly drained, nearly level soil on the floodplains of rivers and streams. This soil is flooded occasionally as a result of heavy and prolonged rains. A sharp rise in the water level causes the rivers and streams to overflow. The lowlands remain flooded for approximately 30

City of Lake City

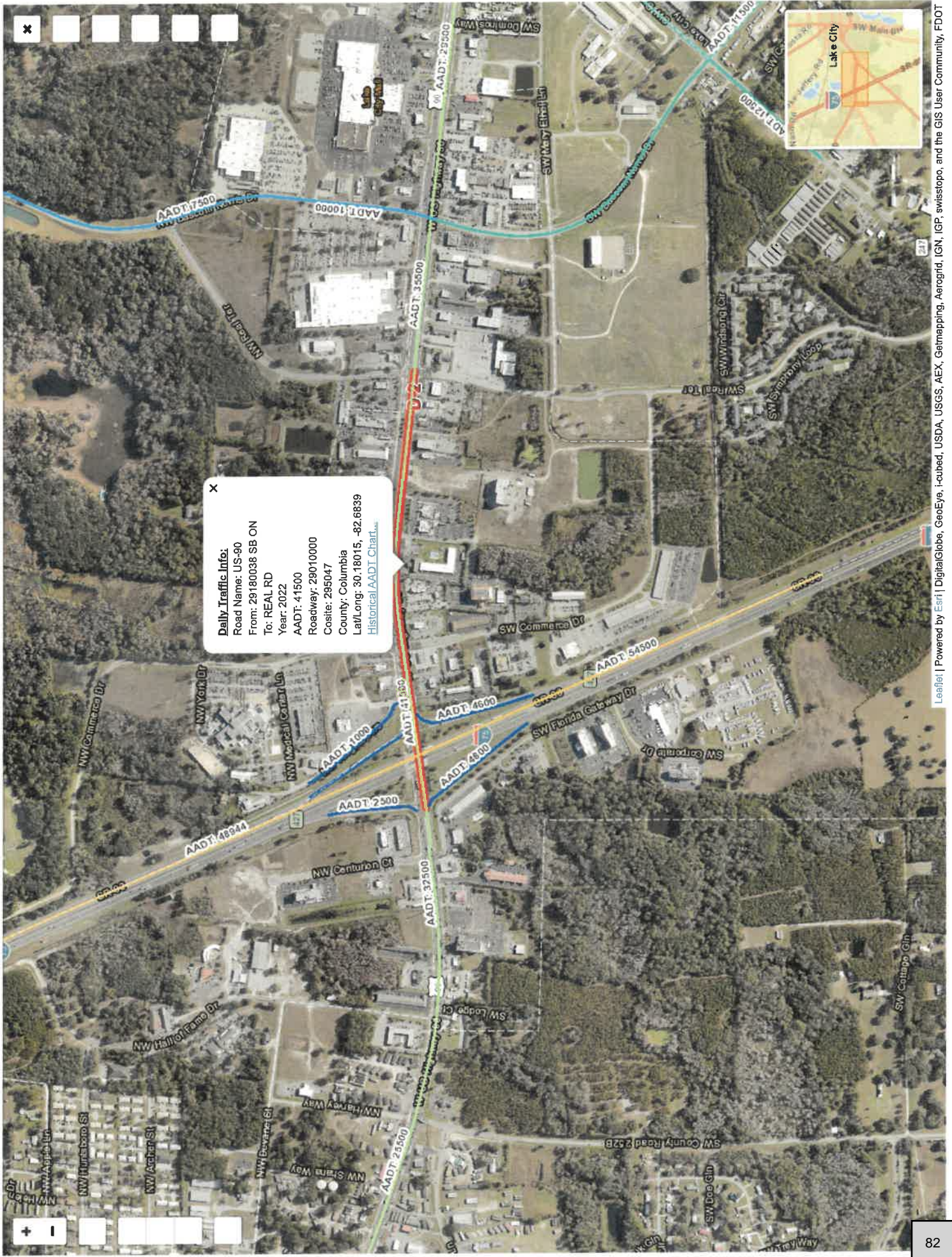
205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

days and the depressions, which drain by percolation and seepage, for longer periods. This soil has been flooded in March or April in about 1 year out of every 10.

High Aquifer Groundwater Recharge

According to the Areas of High Recharge Potential to the Floridan Aquifer, prepared by the Water Management District, dated July 17, 2001, the site is not located in high aquifer groundwater recharge area.



Daily Traffic Info:
 Road Name: US-90
 From: 29180038 SB ON
 To: REAL RD
 Year: 2022
 AADT: 41500
 Roadway: 29010000
 Cosite: 295047
 County: Columbia
 Lat/Long: 30.18015, -82.6839
[Historical AADT Chart](#)



National Flood Hazard Layer FIRMette



82°41'13"W 30°10'44"N

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

Legend

SPECIAL FLOOD HAZARD AREAS	Without Base Flood Elevation (BFE) <i>Zone A, V, A99</i>
	With BFE or Depth <i>Zone AE, AO, AH, VE, AR</i>
	Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD	0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile <i>Zone X</i>
	Future Conditions 1% Annual Chance Flood Hazard <i>Zone X</i>
	Area with Reduced Flood Risk due to Levee. See Notes. <i>Zone X</i>
	Area with Flood Risk due to Levee <i>Zone D</i>
OTHER AREAS	NO SCREEN
	Area of Minimal Flood Hazard <i>Zone X</i>
	Effective LOMRs
	Area of Undetermined Flood Hazard <i>Zone D</i>
GENERAL STRUCTURES	Channel, Culvert, or Storm Sewer
	Levee, Dike, or Floodwall
OTHER FEATURES	Cross Sections with 1% Annual Chance Water Surface Elevation
	Coastal Transect
	Base Flood Elevation Line (BFE)
	Limit of Study
	Jurisdiction Boundary
	Coastal Transect Baseline
	Profile Baseline
	Hydrographic Feature
MAP PANELS	Digital Data Available
	No Digital Data Available
	Unmapped

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 12/14/2023 at 2:37 PM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



82°40'36"W 30°10'13"N

EFFECTIVE FLOOD INFORMATION REPORT



Location Information

County: **COLUMBIA**
 Parcel: **024S1602714009**
 Flood Zone: **X-SHADED**
 Flood Risk: **MODERATE**

1% Annual Chance Base Flood Elev* **Not Applicable**
 10% Annual Chance Flood Elev* **Not Applicable**
 50% Annual Chance Flood Elev* **Not Applicable**

* Flood Elevations shown on this report are in NAVD 88 and are derived from FEMA flood mapping products, rounded to the nearest tenth of a foot. For more information, please see the note below

Legend with Flood Zone Designations

- 1% Flood - Floodway (High Risk)
- 1% Flood - Zone AE (High Risk)
- 1% Flood - Zone A (High Risk)
- 1% Flood - Zone VE (High Risk)
- 0.2% Flood-Shaded Zone X (Moderate Risk)
- Area Not Included
- SFHA Decrease
- SFHA Increase
- Depressions
- BaseFlood Elevations (BFE)
- CrossSections
- County Boundaries
- FIRM Panel Index
- Parcels
- River Marks
- Wetlands

Supplemental Information

Watershed: Upper Suwannee
 Map Effective Date: 11/2/2018
 Special Flood Hazard Area: No

FIRM Panel(s): 12023C0291D

Anywhere it can rain, it can flood.
 Know your risk.



www.srwmdfloodreport.com

The information herein represents the best available data as of the effective map date shown. The Federal Emergency Management Agency (FEMA) Flood Map Service Center (<https://msc.fema.gov>) maintains the database of Flood Insurance Studies and Digital Flood Insurance Rate Maps, as well as additional information such as how the Base Flood Elevations (BFEs) and/or floodways have been determined and previously issued Letters of Map Change. Requests to revise flood information may be provided to the District during the community review period on preliminary maps, or through the appropriate process with FEMA Change Your Flood Zone Designation | FEMA.gov. Information about flood insurance may be obtained at www.floodsmart.com

Base Flood Elevation (BFE)

The elevation shown on the Flood Insurance Rate Map for Zones AE, AH, A1-A30, AR, AO, V1-V30, and VE that indicates the water surface elevation resulting from a flood that has a one percent chance of equaling or exceeding that level in any given year.

A

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.

AE, A1-A30

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. In most instances, base flood elevations derived from detailed analyses are shown at selected intervals within these zones.

AH

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of ponding with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

AO

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of sheet flow on sloping terrain with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

Supplemental Information:

10%-chance flood elevations (10-year flood-risk elevations) and 50%-chance flood elevations (2-year flood-risk elevations), are calculated during detailed flooding studies but are not shown on FEMA Digital Flood Insurance Rate Maps (DFIRMs). They have been provided as supplemental information in the Flood Information section of this report.

AE FW (FLOODWAYS)

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood (1% annual chance flood event). The floodway must be kept open so that flood water can proceed downstream and not be obstructed or diverted onto other properties.

Please note, if you develop within the regulatory floodway, you will need to contact your Local Government and the Suwannee River Water Management District prior to commencing with the activity. Please contact the District at 800.226.1066.

VE

Areas with a 1% annual chance of flooding over the life of a 30-year mortgage with additional hazards due to storm-induced velocity wave action. Base Flood Elevations (BFEs) derived from detailed analyses.

X 0.2 PCT (X Shaded, 0.2 PCT ANNUAL CHANGE FLOOD HAZARD)

Same as Zone X; however, detailed studies have been performed, and the area has been determined to be within the 0.2 percent annual chance floodplain (also known as the 500-year flood zone). Insurance purchase is not required in this zone but is available at a reduced rate and is recommended.

X

All areas outside the 1-percent annual chance floodplain are Zone X. This includes areas of 1% annual chance sheet flow flooding where average depths are less than 1 foot, areas of 1% annual chance stream flooding where the contributing drainage area is less than 1 square mile, or areas protected from the 1% annual chance flood by levees. No Base Flood Elevations or depths are shown within this zone. Insurance purchase is not required in these zones.

LINKS FEMA:

<http://www.fema.gov>

SRWMD:

<http://www.srwmd.state.fl.us>

CONTACT

SRWMD
9225 County Road 49
Live Oak, FL 32060
(386) 362-1001

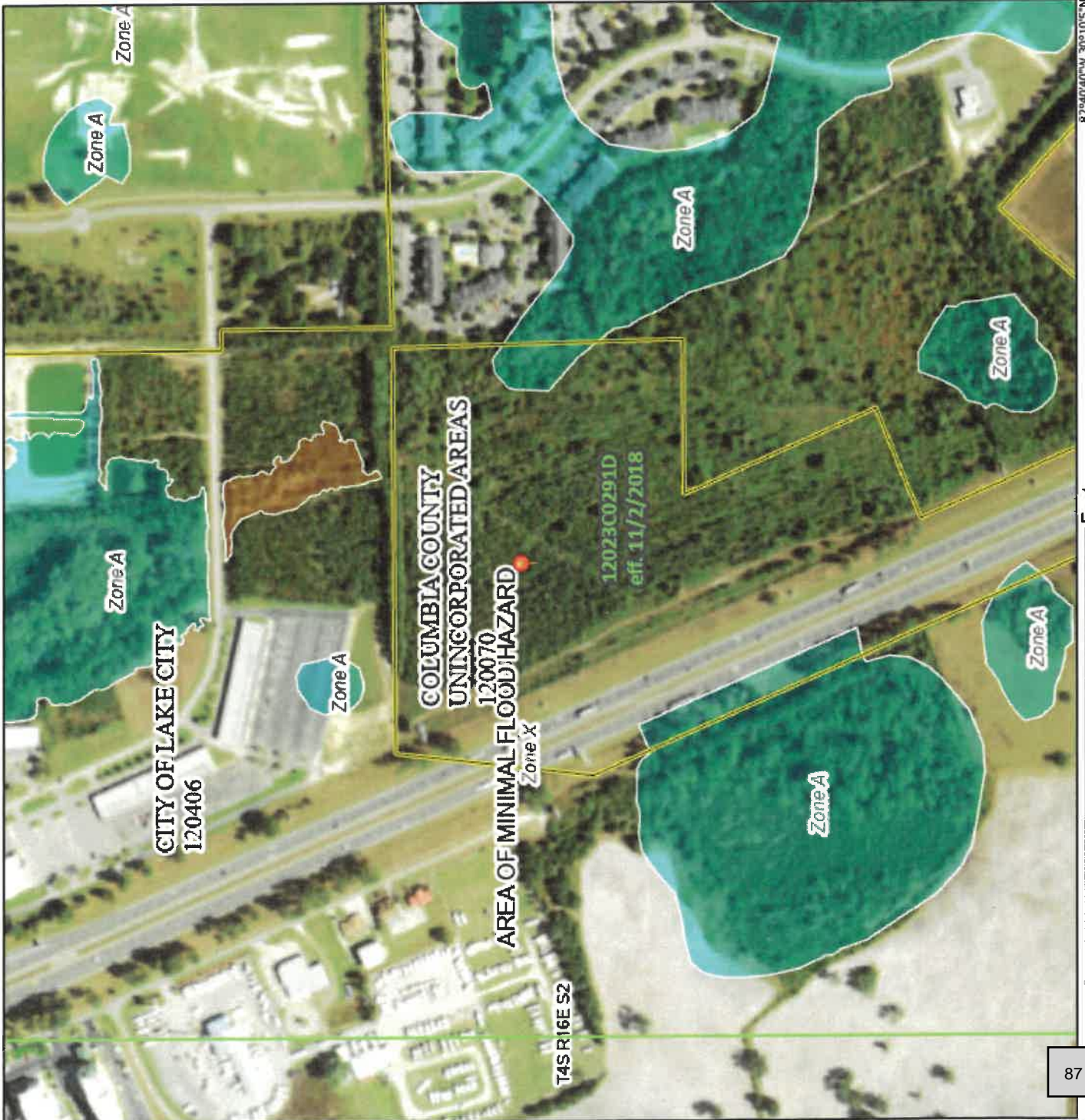
Toll Free:

(800) 226-1066

National Flood Hazard Layer FIRMette



82°41'18"W 30°10'36"N



Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE)
Zone A, V, A99
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone J*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee. See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS

- NO SCREEN
- Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone*

GENERAL STRUCTURES

- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER FEATURES

- Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

MAP PANELS

- Digital Data Available
- No Digital Data Available
- Unmapped

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This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

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This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

EFFECTIVE FLOOD INFORMATION REPORT



Location Information

County: **COLUMBIA**
 Parcel: **024S1602712001**
 Flood Zone: **A, X**
 Flood Risk: **HIGH**

1% Annual Chance Base Flood Elev* **Not Applicable**
 10% Annual Chance Flood Elev* **Not Applicable**
 50% Annual Chance Flood Elev* **Not Applicable**

* Flood Elevations shown on this report are in NAVD 88 and are derived from FEMA flood mapping products, rounded to the nearest tenth of a foot. For more information, please see the note below

Legend with Flood Zone Designations

- 1% Flood - Floodway (High Risk)
- 1% Flood - Zone AE (High Risk)
- 1% Flood - Zone A (High Risk)
- 1% Flood - Zone VE (High Risk)
- 0.2% Flood-Shaded Zone X (Moderate Risk)
- Area Not Included
- SFHA Decrease
- SFHA Increase
- Depressions
- Base Flood Elevations (BFE)
- Cross Sections
- County Boundaries
- FIRM Panel Index
- Parcels
- River Marks
- Wetlands

Supplemental Information

Watershed: Upper Suwannee
 Map Effective Date: 11/2/2018
 Special Flood Hazard Area: Yes

FIRM Panel(s): 12023C0291D

Anywhere it can rain, it can flood.
 Know your risk.



www.srwmdfloodreport.com

The information herein represents the best available data as of the effective map date shown. The Federal Emergency Management Agency (FEMA) Flood Map Service Center (<https://msc.fema.gov>) maintains the database of Flood Insurance Studies and Digital Flood Insurance Rate Maps, as well as additional information such as how the Base Flood Elevations (BFEs) and/or floodways have been determined and previously issued Letters of Map Change. Requests to revise flood information may be provided to the District during the community review period on preliminary maps, or through the appropriate process with FEMA Change Your Flood Zone Designation | FEMA.gov. Information about flood insurance may be obtained at www.floodsmart.com

Base Flood Elevation (BFE)

The elevation shown on the Flood Insurance Rate Map for Zones AE, AH, A1-A30, AR, AO, V1-V30, and VE that indicates the water surface elevation resulting from a flood that has a one percent chance of equalling or exceeding that level in any given year.

A

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.

AE, A1-A30

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. In most instances, base flood elevations derived from detailed analyses are shown at selected intervals within these zones.

AH

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of ponding with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

AO

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of sheet flow on sloping terrain with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

Supplemental Information:

10%-chance flood elevations (10-year flood-risk elevations) and 50%-chance flood elevations (2-year flood-risk elevations), are calculated during detailed flooding studies but are not shown on the Digital Flood Insurance Rate Maps (DMs). They have been provided as supplemental information in the Flood

9

Information section of this report

AE FW (FLOODWAYS)

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood (1% annual chance flood event). The floodway must be kept open so that flood water can proceed downstream and not be obstructed or diverted onto other properties.

Please note, if you develop within the regulatory floodway, you will need to contact your Local Government and the Suwannee River Water Management District prior to commencing with the activity. Please contact the District at 800.226.1066.

VE

Areas with a 1% annual chance of flooding over the life of a 30-year mortgage with additional hazards due to storm-induced velocity wave action. Base Flood Elevations (BFEs) derived from detailed analyses.

X 0.2 PCT (X Shaded, 0.2 PCT ANNUAL CHANCE FLOOD HAZARD)

Same as Zone X; however, detailed studies have been performed, and the area has been determined to be within the 0.2 percent annual chance floodplain (also known as the 500-year flood zone). Insurance purchase is not required in this zone but is available at a reduced rate and is recommended.

X

All areas outside the 1-percent annual chance floodplain are Zone X. This includes areas of 1% annual chance sheet flow flooding where average depths are less than 1 foot, areas of 1% annual chance stream flooding where the contributing drainage area is less than 1 square mile, or areas protected from the 1% annual chance flood by levees. No Base Flood Elevations or depths are shown within this zone. Insurance purchase is not required in these zones.

LINKS FEMA:

<http://www.fema.gov>

SRWMD:

<http://www.srwmd.state.fl.us>

CONTACT

SRWMD
9225 County Road 49
Live Oak, FL 32060
(386) 362-1001

Toll Free:

(800) 226-1066



U.S. Fish and Wildlife Service

National Wetlands Inventory

Lake City RV Park Rezoning



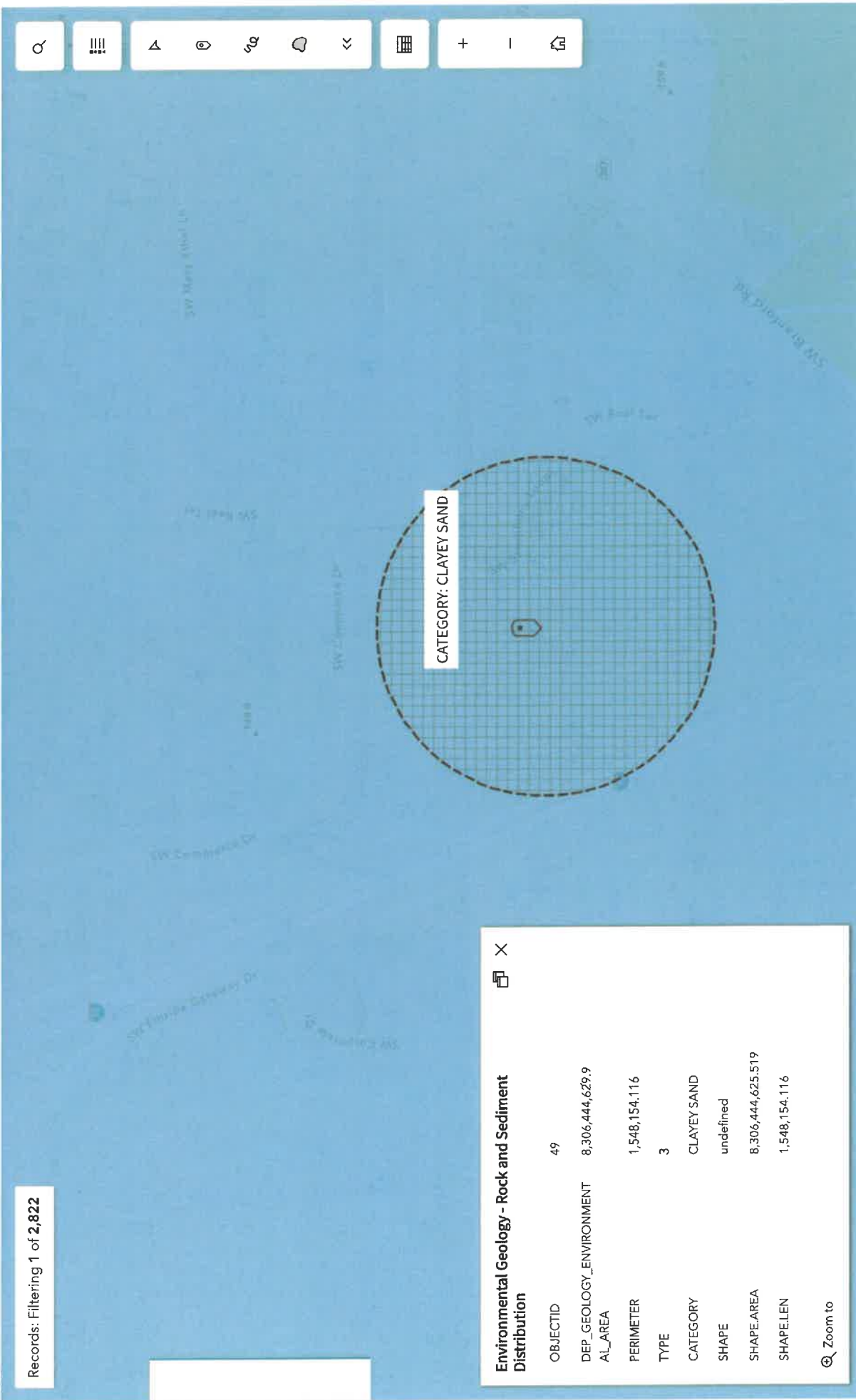
December 1, 2023

Wetlands

- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland
- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Other
- Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

Records: Filtering 1 of 2,822



Search

Basic Search
Enter keywords

Advanced Search

Map Unit Legend

35	Lucy loamy fine sand, 5 to 8 percent slopes	285.4	0.1%
36	Mandarin fine sand, 0 to 2 percent slopes	642.5	0.1%
37	Mascotte fine sand	71,450.0	13.9%
38	Mascotte fine sand, depressional	3,043.0	0.6%
39	Mascotte fine sand, occasionally flooded	1,196.3	0.2%
40	Ocilla fine sand, 0 to 5 percent slopes	12,531.0	2.4%
41	Oleno clay	1,758.3	0.3%
42	Olustee fine sand	31,578.4	6.2%



Warning: Soil Map may not be valid at this scale.
 You have zoomed in beyond the scale at which the soil map for this area is intended to be used. Mapping of soils is done at a particular scale. The soil surveys that comprise your AOI were mapped at 1:24,000. The design of map units and the level of detail shown in the resulting soil map are dependent on that map scale. Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.

Record of Vote on Second and Final Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	_____	_____	_____	_____
Jake Hill, Jr., Council Member	_____	_____	_____	_____
Chevella Young, Council Member	_____	_____	_____	_____
Ricky Jernigan, Council Member	_____	_____	_____	_____

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. 2024-2268 (final reading) - An ordinance of the City of Lake City, Florida, amending the text of the City of Lake City Land Development Regulations, as amended; relating to Section 4.15.5, Special Exceptions, more specifically Section 4.15.5.2, amending the text for Travel Trailer Parks and Campgrounds, and Section 4.15.5.3 adding text to allow storage facilities for boats, recreational vehicles, and similar equipment by special exemption, within the Commercial Highway Interchange Zoning District of certain lands within the Corporate Limits of the City of Lake City, Florida; providing for severability; repealing all ordinances in conflict; and providing an effective date. (LDR-TA-23-01)

Passed on first reading 1/2/2024

ORDINANCE NO. 2024-2268

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE TEXT OF THE CITY OF LAKE CITY LAND DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO SECTION 4.15.5, SPECIAL EXCEPTIONS, MORE SPECIFICALLY SECTION 4.15.5.2, AMENDING THE TEXT FOR TRAVEL TRAILER PARKS AND CAMPGROUNDS, AND SECTION 4.15.5.3 ADDING TEXT TO ALLOW STORAGE FACILITIES FOR BOATS, RECREATIONAL VEHICLES, AND SIMILAR EQUIPMENT BY SPECIAL EXCEPTION, WITHIN THE COMMERCIAL HIGHWAY INTERCHANGE ZONING DISTRICT OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE CITY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended, empowers the City Council of the City of Lake City, Florida, hereinafter referred to as the City Council, to prepare, adopt and enforce land development regulations;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, requires the City Council to prepare and adopt regulations concerning the use of land and water to implement the comprehensive plan;

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

WHEREAS, the Planning and Zoning Board of City of Lake City, Florida, hereinafter referred to as the Planning and Zoning Board, has been designated as the 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, as amended, 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 and the Concurrency Management Assessment concerning said application for an amendment, as described below, and recommended to the City Council approval of said application for an amendment, as described below;

WHEREAS, pursuant to Section 166.041, Florida Statutes, as amended, the City Council 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 City Council reviewed and considered all comments received during said public hearing, including the recommendation of the Planning and Zoning Board, serving also as the Local Planning Agency, and the Concurrency Management Assessment concerning said application for an amendment, as described below; and

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

WHEREAS, the City Council has determined and found that a need and justification exist for the approval of said application for amendment, as described below;

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

Section 1. Pursuant to a text amendment LDR-TA23-01, by City of Lake City, as agent for Millennium Bancshares, Inc., to amend the text of the Land Development Regulations by changing the text in section 4.15.5.2, correcting the reference to section 20.24 to section 4.2.22 and adding section 4.15.5.3 to permit storage facilities for boats, recreational vehicles, and similar equipment within the Commercial Highway Interchange zoning district of certain lands by special exception, section 4.15.5.2 and 4.15.5.3 of the Land Development Regulations is hereby changed.

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 with this ordinance are hereby repealed to the extent of such conflict.

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

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 2nd day of January 2024.

PASSED AND DULY ADOPTED, upon second and final reading, in regular session with a quorum present and voting, by the City Council this 16th day of January 2024.

Attest:

CITY COUNCIL
CITY OF LAKE CITY, FLORIDA

Audrey Sikes, City Clerk

Stephen M. Witt, Mayor

APPROVED AS TO FORM AND LEGALITY:

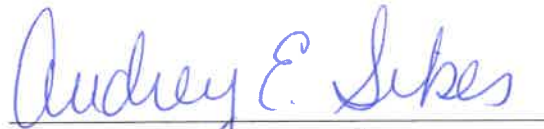
Thomas J. Kennon III, City Attorney

Record of Vote on First Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	✓ _____	_____	_____	_____
Jake Hill, Jr., Council Member	✓ _____	_____	_____	_____
Chevella Young, Council Member	✓ _____	_____	_____	_____
Ricky Jernigan, Council Member	✓ _____	_____	_____	_____

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

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance 2023-2268- Text Amendment to the Land Development Regulations of the City of Lake City.

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

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

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

SECTION 4.15 "CHI" COMMERCIAL, HIGHWAY INTERCHANGE

4.15.1 DISTRICTS AND INTENT

The "CHI" Commercial, Highway Interchange category includes one zone district: CHI. This specialized district is intended for areas where adequate lot depth is available to provide development for vehicular related uses primarily serving the traveling public. Uses in such district are subject to criteria and standards intended to preserve the character of the district and to minimize adverse impacts with abutting and nearby uses. This district shall only be applied to interstate highway interchange areas.

4.15.2 PERMITTED PRINCIPAL USES AND STRUCTURES

1. Automotive service and self-service stations (see Section 4.2 for special design standards for automotive service and self-service stations).
2. Rental of automotive vehicles, trailers and trucks.
3. Restaurants.
4. Hotels and Motels.
5. Retail commercial outlets for sale of fruit, gifts, novelties and similar uses catering to tourists.
6. Light manufacturing, assembling, processing, packaging or fabricating in a completely enclosed building.
7. Facilities for storage and distribution of products including wholesale activity.
8. Retail factory outlets for sale of goods.

Unless otherwise specified, the above uses are subject to the following limitations: (1) products to be sold only at retail; and (2) for all developments, site and development plan approval is required (see Article 13).

4.15.3 PERMITTED ACCESSORY USES AND STRUCTURES

1. On the same premises and in connection with permitted principal uses and structures, dwelling units only for occupancy by owners or employees of the principal use.
2. Uses and structures which:
 - a. Are customarily accessory and clearly incidental and subordinate to permitted uses and structures.
 - b. Are located on the same lot as the permitted use or structure, or on a contiguous lot in the same ownership.
 - c. Do not involve operations or structures not in keeping with the character of the district.
3. On-site signs (see Section 4.2).

4.15.4 PROHIBITED USES AND STRUCTURES

1. Dwelling units, except as provided under accessory uses.

2. Any other uses or structures not specifically, provisionally or by reasonable implication permitted herein. Any use which is potentially dangerous, noxious or offensive to neighboring uses in the district or to those who pass on public ways by reason of smoke, odor, noise, glare, fumes, gas, vibration, threat of fire or explosion, emission of particulate matter, interference with radio or television reception, radiation or likely for other reasons to be incompatible with the character of the district.

4.15.5 SPECIAL EXCEPTIONS
(See also Articles 12 and 13)

1. Truck stops.
2. Travel trailer parks or campgrounds (~~see Section 20.24~~). (*see Section 4.2.22*).
3. ***Storage facility for boats, recreational vehicles, and similar equipment in completely enclosed, partially enclosed, or unenclosed buildings. Storage of boats, recreational vehicles, and similar equipment shall be permitted, subject to the following standards***
 - a. ***Storage shall occur only within a designated area, as approved in the site and development plan.***
 - b. ***Storage areas shall not exceed twenty-five (25) percent of the lot area of the site.***
 - c. ***Boats shall be stored on trailers with wheels.***
 - d. ***Storage areas shall be completely screened from the public right-of-way or adjacent residential zoning districts, utilizing the buildings associated with the storage facility, opaque masonry wall or opaque fence (see Section 4.2.10), or landscape buffer (see Section 4.2.11) approved by the Land Development Regulations Administrator.***
4. Commercial tourist attractions.
5. Package store for sale of alcoholic beverages; bar tavern, or cocktail lounge.
6. Retail commercial outlets for sale of new and used automobiles, motorcycles, trucks and tractors, manufactured homes, boats, heavy machinery and equipment, lumber and building supplies, and monuments.
7. Public buildings and facilities.
8. Bed and breakfast Inns (see Section 4.2).
9. Off-site signs (see Section 4.2).

4.15.6 MINIMUM LOT REQUIREMENTS (area, width)

1. All permitted uses (unless otherwise specified):
 - Minimum site area 1 acre
 - Minimum lot width 200 feet

4.15.7 MINIMUM YARD REQUIREMENTS (depth of front and rear yard, width of side yards)

1. All permitted uses (unless otherwise specified):
 - Front 30 feet
 - Side 30 feet
 - Rear 30 feet

Special Provisions:

No less than 15 feet of the depth of the required front yard shall be maintained as a landscaped area. The depth of this landscaped area shall be measured at right angles to property lines and shall be established along the entire length and contiguous to the designated property line or lines. This landscaped area may be penetrated at right angles by driveways. The remainder of the required yard may be used for off-street parking, but not for buildings.

The location of any structure (except permitted docks, walkways and piers) shall be setback a minimum of thirty-five (35) feet from wetlands.

The location of any structure (except permitted docks, walkways and piers) shall be setback a minimum of thirty-five (35) feet from perennial streams and creeks.

4.15.8 MAXIMUM HEIGHT OF STRUCTURES

1. Structure height for buildings shall be regulated in accordance with Chapter 5 of the Florida Building Code and minimum yard requirements established in these land development regulations;
2. Height requirements for signs shall be as established in Section 4.2.20.4(8); and
3. Heights for structures other than buildings and signs shall be regulated in accordance with standards established by the Federal Aviation Administration codes and any regulations and guidelines as may be established by the City and/or Airport Committee or Authority.

4.15.9 MAXIMUM LOT COVERAGE BY ALL BUILDINGS

35%

Note: In addition to meeting the required lot, yard, building height, lot coverage, landscaped buffering, and off-street parking requirements of this section, no structure shall exceed a 1.0 floor area ratio.

4.15.10 MINIMUM LANDSCAPED BUFFERING REQUIREMENTS

(See also Section 4.18)

1. All permitted uses (unless otherwise specified):

Where a use listed under (1) above is erected or expanded on land abutting either (a) residential district or (b) property used for residential purposes in a residential/office district, then the proposed use shall provide a landscaped buffer which shall be not less than twenty (20) feet in width along the affected rear and/or side yards as the case may be.

4.15.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See also Section 4.2)

1. Commercial (and service establishments (unless otherwise specified): one (1) space for each one hundred fifty (150) square feet of non-storage floor area, plus, where applicable, one (1) space for each one thousand (1,000) square feet of lot or ground area outside buildings used for any type of sales, display, or activity.
2. Restaurants, cocktail lounges, bars, and taverns: one (1) space for each three (3) seats in public rooms.
3. Hotels and motels: one (1) space for each sleeping room, plus two (2) spaces for the

owner or manager, plus required number of spaces for each accessory use such or restaurant, bar, etc. as specified.

4. Warehousing and storage only: one (1) space for each one thousand five hundred (1,500) square feet of floor area.
5. Public buildings and facilities.
6. Bed and breakfast inn; in addition to parking required for the residence, one (1) parking space shall be provided for each guest room. The Board of Adjustment may vary the parking requirement for those properties listed on the City's historic landmark or site list based upon site constraints including, but not limited to, small yards, inadequate space for parking, and the availability of on-street parking.
7. For other special exceptions as specified herein: to be determined by findings in the particular case.

Note: Off-street loading required (see Section 4.2)

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Ordinance Number: 2024-2268
Passed on second and final reading on January 16, 2024

Record of Vote on Second and Final Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	_____	_____	_____	_____
Jake Hill, Jr., Council Member	_____	_____	_____	_____
Chevella Young, Council Member	_____	_____	_____	_____
Ricky Jernigan, Council Member	_____	_____	_____	_____

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:

7. City Council Ordinance No. 2024-2269 (final reading) - An ordinance of the City of Lake City, Florida, amending the text of the City of Lake City Land Development Regulations, as amended; relating to Section 4.13.5, Special Exceptions, more specifically Section 4.13.5.16, amending the text to permit Travel Trailer Parks or Campgrounds by Special Exception, within the Commercial Intensive Zoning District of certain lands within the Corporate Limits of the City of Lake City, Florida; providing for severability; repealing all ordinances in conflict; and providing for an effective date. (LDR-TA-23-02)

Passed on first reading 1/2/2024

ORDINANCE NO. 2024-2269

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE TEXT OF THE CITY OF LAKE CITY LAND DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO SECTION 4.13.5, SPECIAL EXCEPTIONS, MORE SPECIFICALLY SECTION 4.13.5.16, AMENDING THE TEXT TO PERMIT TRAVEL TRAILER PARKS OR CAMPGROUNDS BY SPECIAL EXCEPTION, WITHIN THE COMMERCIAL INTENSIVE ZONING DISTRICT OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE CITY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended, empowers the City Council of the City of Lake City, Florida, hereinafter referred to as the City Council, to prepare, adopt and enforce land development regulations;

WHEREAS, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning Act, requires the City Council to prepare and adopt regulations concerning the use of land and water to implement the comprehensive plan;

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

WHEREAS, the Planning and Zoning Board of City of Lake City, Florida, hereinafter referred to as the Planning and Zoning Board, has been designated as the 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, as amended, 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 and the Concurrency Management Assessment concerning said application for an amendment, as described below, and recommended to the City Council approval of said application for an amendment, as described below;

WHEREAS, pursuant to Section 166.041, Florida Statutes, as amended, the City Council 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 City Council reviewed and considered all comments received during said public hearing, including the recommendation of the Planning and Zoning Board, serving also as the Local Planning Agency, and the Concurrency Management Assessment concerning said application for an amendment, as described below; and

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

WHEREAS, the City Council has determined and found that a need and justification exist for the approval of said application for amendment, as described below;

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

Section 1. Pursuant to a text amendment LDR-TA23-02, by City of Lake City, to amend the text of the Land Development Regulations by changing the text in section 4.13.5.16, to permit travel trailer parks or campgrounds within the Commercial Intensive zoning district of certain lands by special exception, section 4.13.5.16 of the Land Development Regulations is hereby changed.

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 with this ordinance are hereby repealed to the extent of such conflict.

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

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 2nd day of January 2024.

PASSED AND DULY ADOPTED, upon second and final reading, in regular session with a quorum present and voting, by the City Council this 16th day of January 2024.

Attest:

CITY COUNCIL
CITY OF LAKE CITY, FLORIDA

Audrey Sikes, City Clerk

Stephen M. Witt, Mayor

APPROVED AS TO FORM AND LEGALITY:

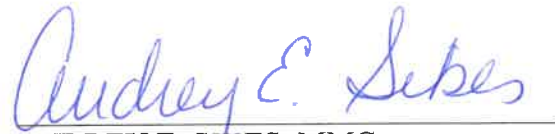
Thomas J. Kennon III, City Attorney

Record of Vote on First Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	✓ _____	_____	_____	_____
Jake Hill, Jr., Council Member	✓ _____	_____	_____	_____
Chevella Young, Council Member	✓ _____	_____	_____	_____
Ricky Jernigan, Council Member	✓ _____	_____	_____	_____

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

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance 2023-2269- Text Amendment to the Land Development Regulations of the City of Lake City.

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

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

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

SECTION 4.13 "CI" COMMERCIAL, INTENSIVE

4.13.1 DISTRICTS AND INTENT

The "CI" Commercial, Intensive category includes one (1) zone district: CL This district is intended for intensive, highly automotive-oriented uses that require a conspicuous and accessible location convenient to streets carrying large volumes of traffic. Such activities generally require large land areas, do not cater directly in appreciable degree to pedestrians, and require ample off-street parking and off-street loading space. This district permits certain uses not of a neighborhood or general commercial type and serves the entire City.

4.13.2 PERMITTED PRINCIPAL USES AND STRUCTURES

As for CG, and in addition:

1. Retail commercial outlets for sale of new and used automobiles, motorcycles, trucks and tractors, mobile homes, boats, heavy machinery and equipment, dairy supplies, feed, fertilizer, lumber and building supplies, monuments, and outdoor retail commercial display areas associated with sale of said items.
2. Service establishments such as repair and service garage, motor vehicle body shop, car wash, auction house (but not including livestock auction arena), laundry or dry-cleaning establishment, animal boarding kennels in soundproof buildings, plant nursery or landscape contractor, carpenter or cabinet shop, home equipment rental, ice delivery station, upholstery shop, marina and boat sales, commercial water softening establishment, rental of automotive vehicles, trailers, and trucks.
3. Commercial recreation facilities such as drive-in theater (see Section 4.2), golf driving range, miniature golf course, skating rink, skateboard arena, go-cart track, and similar uses.
4. Palmist, astrologist, psychics, clairvoyants, and phrenologists.
5. Miscellaneous uses such as express or parcel delivery office, motor bus or other transportation terminal.
6. Wholesaling from sample stocks only, providing no manufacturing or storage for distribution is permitted on the premises.

Site and development plan approval (see Article 13) is required for all commercial developments.

4.13.3 PERMITTED ACCESSORY USES AND STRUCTURES

1. Uses and structures which:
 - a. Are customarily accessory and clearly incidental and subordinate to permitted uses and structures.
 - b. Are located on the same lot as the permitted use or structure, or on a contiguous lot in the same ownership.
 - c. Do not involve operations or structures not in keeping with the character of the district.
2. On-site signs (see also Section 4.2).

3. Outdoor storage yard in connection with permitted use only; provided, this provision shall not permit wrecking yards (including automobile wrecking yard), junk yards, or yards used in whole or in part for scrap or salvage operations or for processing, storage, display, or sales of any scrap, salvage, or second-hand building materials, junk automotive vehicles, or second-hand automotive parts.
4. On the same premises and in connection with permitted principal uses and structures, dwelling units only for the occupation of owners or employees of the principal use.

4.13.4 PROHIBITED USES AND STRUCTURES

1. Manufacturing activities, except as specifically permitted.
2. Off-site signs.
3. Any other uses or structures not specifically, provisionally or by reasonable implication permitted herein. Any use which is potentially dangerous, noxious or offensive to neighboring uses in the district or to those who pass on public ways by reason of smoke, odor, noise, glare, fumes, gas, vibration, threat of fire or explosion, emission of particulate matter, interference with radio or television reception, radiation or likely for other reasons to be incompatible with the character of the district. Performance standards apply (see Section 4.2)

4.13.5 SPECIAL EXCEPTIONS

(See also Articles 12 and 13)

1. Wholesale, warehouse or storage use in completely enclosed buildings. However, bulk storage of flammable liquids is not permitted.
2. Package store for sale of alcoholic beverages, bar, tavern or cocktail lounge.
3. Truck stops and automotive service stations (see Section 4.2 for special design standards for automotive service stations).
4. Service establishments such as crematory.
5. Agricultural fairs and fairground activities, livestock auction arenas.
6. Commercial tourist attractions.
7. Building trades contractor with on premises storage yard for materials and equipment.
8. Public buildings and facilities.
9. Residential dwelling units, which lawfully existed within this district on the date of adoption or amendment of the Comprehensive Plan.
10. Churches and other houses of worship.
11. Private clubs and lodges.
12. Bed and breakfast inns (see Section 4.2).
13. Light manufacturing, assembling, processing (including food processing, but not slaughterhouses), packaging or fabricating in completely enclosed building.
14. Public and private schools offering curricula comparable to that of public schools.
15. Convention centers and auditoriums.
16. *Travel trailer parks or campgrounds (see Section 4.2.22)*

4.13.6 MINIMUM LOT REQUIREMENTS (area, width)

1. All permitted uses and structures (unless otherwise specified):
None, except as needed to meet the other requirements as set out herein.

4.13.7 MINIMUM YARD REQUIREMENTS (depth of front and rear yard, width of side yard)
(See Section 4.2 for right-of-way setback requirements.)

1. All permitted uses and structures (unless otherwise specified):

Front 20 feet

Side None, except where a side yard is provided, then side yard of at least ten (10) feet must be provided.

Rear 15 feet

Special Provisions:

Parking lots shall be subject to a minimum front setback along all road rights-of-way of ten (10) feet which shall be designated as a landscape buffer area.

The location of any structure (except permitted docks, walkways and piers) shall be setback a minimum of thirty-five (35) feet from wetlands.

The location of any structure (except permitted docks, walkways and piers) shall be setback a minimum of thirty-five (35) feet from perennial streams and creeks.

4.13.8 MAXIMUM HEIGHT OF STRUCTURES

1. Structure height for buildings shall be regulated in accordance with Chapter 5 of the Florida Building Code and minimum yard requirements established in these land development regulations;
2. Height requirements for signs shall be as established in Section 4.2.20.4(8); and
3. Heights for structures other than buildings and signs shall be regulated in accordance with standards established by the Federal Aviation Administration codes and any regulations and guidelines as may be established by the City and/or Airport Committee or Authority.

4.13.9 MAXIMUM LOT COVERAGE BY ALL BUILDINGS

In addition to meeting the required yard, building height, landscaped buffering, and offstreet parking requirements of this section, no structure shall exceed a 1.0 floor area ratio.

4.13.10 MINIMUM LANDSCAPED BUFFERING REQUIREMENTS

(See also Section 4.2)

1. All permitted uses (unless otherwise specified):

Where a use listed under (1) above is erected or expanded on land abutting a residential district, then the proposed use shall provide a landscaped buffer which shall be not less than ten (10) feet in width along the affected rear and/or side yards as the case may be.

4.13.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See also Section 4.2)

1. For uses specifically listed under CG: As for CG OFFSTREET PARKING REQUIREMENTS.

3. Commercial or service establishments (unless otherwise specified); agricultural fairs and fairgrounds; livestock auction arena: one (1) space for each three hundred fifty (350) square feet of floor area, plus, where applicable, one (1) space for each one thousand (1000) square feet of lot or ground area outside buildings used for any type of sales, display, or activity.
4. Express or parcel delivery office, motor bus or other transportation terminal: one (1) space for each three hundred fifty (350) square feet of floor area.
5. Palmist, astrologist, psychics, clairvoyants, and phrenologist: one (1) space for each two hundred (200) square feet of floor area.
6. Wholesale establishments: one (1) space for each five hundred (500) square feet of floor area.
7. Warehouse or storage use only: one (1) space for each one thousand five hundred (1,500) square feet of floor area.
8. Each existing residential dwelling unit: two (2) spaces for each dwelling unit.
9. Public buildings and facilities.
10. Churches and houses of worship.
11. Private clubs and lodges.
12. Bed and breakfast inn; in addition to parking required for the residence, one (1) parking space shall be provided for each guest room. The Board of Adjustment may vary the parking requirement for those properties listed on the City's historic landmark or site list based upon site constraints including, but not limited to, small yards, inadequate space for parking, and the availability of on-street parking.
13. For other special exceptions as specified herein: to be determined by findings in the particular case.

Note: Off-street loading required (see Section 4.2).

Ordinance Number: 2024-2269
Passed on second and final reading on January 16, 2024

Record of Vote on Second and Final Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	_____	_____	_____	_____
Jake Hill, Jr., Council Member	_____	_____	_____	_____
Chevella Young, Council Member	_____	_____	_____	_____
Ricky Jernigan, Council Member	_____	_____	_____	_____

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:

8. City Council Ordinance No. 2024-2270 (final reading) - An ordinance of the City of Lake City, Florida, amending the future Land Use Plan Map of the City of Lake City Comprehensive Plan, as amended; relating to an amendment of 50 or less acres of land, pursuant to an application, CPA 23-07, by the property owner of said acreage, under the amendment procedures established in Sections 163.3161 through 163.3248, Florida Statutes, as amended; providing for changing the Future Land Use Classification from Residential Medium Density (less than or equal to 8 dwelling units per acre) to Commercial of certain lands within the Corporate Limits of the City of Lake City, Florida; providing for severability; repealing all ordinances in conflict; and providing an effective date. (Faith Crossing)

Passed on first reading 1/2/2024

ORDINANCE NO. 2024-2270

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE FUTURE LAND USE PLAN MAP OF THE CITY OF LAKE CITY COMPREHENSIVE PLAN, AS AMENDED; RELATING TO AN AMENDMENT OF 50 OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, CPA 23-07, BY THE PROPERTY OWNER OF SAID ACREAGE, UNDER THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED; PROVIDING FOR CHANGING THE FUTURE LAND USE CLASSIFICATION FROM RESIDENTIAL MEDIUM DENSITY (LESS THAN OR EQUAL TO 8 DWELLING UNITS PER ACRE) TO COMMERCIAL OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE CITY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, Section 166.021, Florida Statutes, as amended, 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, as amended, 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 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, as amended, 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 and the Concurrency Management Assessment concerning said application for an amendment, as described below, and recommended to the City Council approval of said application for an amendment, as described below;

WHEREAS, the City Council held the required public hearing, 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 hearing, the City Council reviewed and considered all comments received during said public hearing, including the recommendation of the Planning and Zoning Board, serving also as the Local Planning Agency, and the Concurrency Management Assessment concerning said application for an amendment, as described below;

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

WHEREAS, the City Council has determined and found that a need and justification exist for the approval of said application for amendment, as described below;

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

Section 1. Pursuant to an application, CPA 23-07, by Carol Chadwick, as agent for OM Shanti Investment Group, LLC, to amend the Future Land Use Plan Map of the Comprehensive Plan by changing the land use classification of certain lands, the land use classification is hereby changed from RESIDENTIAL MEDIUM DENSITY (less than or equal to 8 dwelling units per acre) to COMMERCIAL on property described, as

follows:

A parcel of land lying in Section 33, Township 3 South, Range 17 East, Columbia County, Florida. Being more particularly described as follows: Begin at the point of intersection of the Southeast right of way line of Troy Road and the East line of the Southeast 1/4 of the Northwest 1/4 of Section 1, Township 4 South, Range 16 East, Columbia County, Florida and run South 02 deg. 11 min. 15 sec. East along said East line of the Southeast 1/4 of the Northwest 1/4 a distance of 322.68 feet to a point on the Northerly line of a proposed 80 foot road, said point being on the arc of a curve concave to the North having a radius of 1105.92 feet and a central angle of 08 deg. 25 min. 19 sec., said curve also having a chord bearing and distance of North 70 deg. 14 min. 55 sec. West, 162.41 feet; thence Westerly along the arc of said curve, being also said Northerly line of a proposed 80 foot road, 162.56 feet to a point on the Southeasterly line of a 0.25 acre parcel of land; thence North 48 deg. 07 min. 32 sec. East along said Southeasterly line, 59.47 feet; thence North 49 deg. 38 min. 27 sec. West, along the Northeasterly line of said 0.25 acre parcel of land 105.04 feet to a point on the Southeasterly right of way line of Troy Road; thence North 47 deg. 48 min. 06 sec. East along said Southeasterly right of way line, 237.97 feet to the Point of Beginning.

Containing 0.859 acres, more or less.

AND

A parcel of land lying in the SE 1/4 of the NW 1/4 of Section 1, Township 4 South, Range 16 East, Columbia County, Florida, explicitly described as follows: Commence at the Northeast corner of the SE 1/4 of the NW 1/4 of said Section 1; thence on the East boundary thereof S02° 11'15"E, a distance of 342.35 feet to the North right of way line of S.W. Faith Road; thence continue on said East boundary S02° 11'15"E, a distance of 65.81 feet to the South right of way line of S. W. Faith Road; thence on said South right of way line S47°48'06"W, a distance of 237.97 feet to the point of beginning; thence S49°38'27"E, a distance of 105.28 feet; thence S48° 10'14"W, a distance of 59.47 feet to the North maintained right of way line of Bascom Norris Drive and a point on a curve concave Northeasterly having a radius of 410.57 feet and a central angle of 12°47'45"; thence on said right of way line and on the arc of said curve a distance of 91.68 feet, said arc subtended by a chord which bears N58°32'20"W, a distance of 91.50 feet to the curve's end and a point on a curve concave Southeasterly having a radius of 22.74 feet and a central angle of 71°53'16"; thence on the arc of said curve a distance of 28.53 feet, said arc subtended by a chord which bears N09°43'14"E, a distance of 26.70 feet to the South right of way line of aforesaid S.W. Faith Road; thence on said South right of way line N48°05'32"E, a distance of 50.56 feet to the point of beginning.

Containing 0.17 acres, more or less.

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 with this ordinance are hereby repealed to the extent of such conflict.

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

The effective date of this plan amendment shall be thirty-one (31) days following the date of adoption of this plan amendment. However, if any affected person files a petition with the Florida Division of Administrative Hearings pursuant to Section 120.57, Florida Statutes, as amended, to request a hearing to challenge the compliance of this plan amendment with Sections 163.3161 through 163.3248, Florida Statutes, as amended, within thirty (30) days following the date of adoption of this plan amendment, this plan amendment shall not become effective until the Florida Department of Economic Opportunity or the Florida Administration Commission, respectively, issues a final order determining this plan amendment is

in compliance. No development orders, development permits or land uses dependent on this plan amendment may be issued or commence before it has become effective. If a final order of noncompliance is issued, this plan 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, Division of Community Development, 107 East Madison Street, Caldwell Building, First Floor, Tallahassee, Florida 32399-4120.

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 2nd day of January 2024.

PASSED AND DULY ADOPTED, upon second and final reading, in regular session with a quorum present and voting, by the City Council this ____ day of _____ 2024.

Attest:

CITY COUNCIL
CITY OF LAKE CITY, FLORIDA

Audrey Sikes, City Clerk

Stephen M. Witt, Mayor

APPROVED AS TO FORM AND LEGALITY:

Thomas J. Kennon III, City Attorney

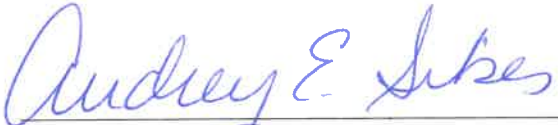
First Reading Only

Record of Vote on First Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jake Hill, Jr., Council Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chevella Young, Council Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ricky Jernigan, Council Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance 2024-2270- Amending the Future Land Use Map of The City of Lake City

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

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

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

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
FAX: (386) 752-4896

December 1, 2023

TO: City Council

FROM: Planning and Zoning Technician

SUBJECT: Application No. CPA 23-07 (OM Shanti Investment Group, LLC)
Concurrency Management Assessment
Concerning an Amendment to the
Future Land Use Plan Map of the Comprehensive Plan

Land use amendment request are ineligible to receive concurrency reservation because they are too conceptual and, consequently, do not allow an accurate assessment of public facility impacts. Therefore, the following information is provided which quantifies, for the purposes of a nonbinding concurrency determination, the demand and residual capacities for public facilities required to be addressed within the Concurrency Management System.

CPA 23-07, an application by Carol Chadwick, as agent for OM Shanti investment Group, LLC, to amend the Future Land Use Plan Map of the Comprehensive Plan by changing the future land use classification from RESIDENTIAL MEDIUM (less than or equal to 8 dwelling units per acre) TO COMMERCIAL on property described, as follows:

PARCEL; 01-4S-16-02677-001

A parcel of land lying in Section 01, Township 4 South, Range 16 East, Columbia County, Florida. Being more particularly described, as follows:

Begin at the point of intersection of the Southeast right of way line of Troy Road and the East line of the Southeast 1/4 of the Northwest 1/4 of Section 1, Township 4 South, Range 16 East, Columbia County, Florida and run South 02 deg. 11 min. 15 sec. East along said East line of the Southeast 1/4 of the Northwest 1/4 a distance of 322.68 feet to a point on the Northerly line of a proposed 80 foot road, said point being on the arc of a curve concave to the North having a radius of 1105.92 feet and a central angle of 08 deg. 25 min. 19 sec., said curve also having a chord bearing and distance of North 70 deg. 14 min. 55 sec. West, 162.41 feet; thence Westerly along the arc of said curve, being also said Northerly line of a proposed 80 foot road, 162.56 feet to a point on the Southeasterly line of a 0.25 acre parcel of land; thence North 48 deg. 07 min. 32 sec. East along said Southeasterly line, 59.47 feet; thence North 49 deg. 38 min. 27 sec. West, along the Northeasterly line of said 0.25 acre parcel of land 105.04 feet to a point on the Southeasterly right of way line of Troy Road; thence North 47 deg. 48 min. 06 sec. East along said Southeasterly right of way line, 237.97 feet to the Point of Beginning.

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LAKE CITY, FLORIDA 32055

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FAX: (386) 752-4896

Containing 0.859 acres, more or less.

AND; to amend the Official Zoning Atlas of the Land Development Regulations by changing the zoning district from RESIDENTIAL OFFICE (RO) to COMMERCIAL INTENSIVE (CI) on property described, as follows:

PARCEL; 01-4S-16-02658-001

A parcel of land lying in the SE 1/4 of the NW 1/4 of Section 1, Township 4 South, Range 16 East, Columbia County, Florida, explicitly described as follows:

Commence at the Northeast corner of the SE 1/4 of the NW 1/4 of said Section 1; thence on the East boundary thereof S02°11'15"E, a distance of 342.35 feet to the North right of way line of S.W. Faith Road; thence continue on said East boundary S02°11'15"E, a distance of 65.81 feet to the South right of way line of S. W. Faith Road; thence on said South right of way line S47°48'06"W, a distance of 237.97 feet to the point of beginning; thence S49°38'27"E, a distance of 105.28 feet; thence S48°10'14"W, a distance of 59.47 feet to the North maintained right of way line of Bascom Norris Drive and a point on a curve concave Northeasterly having a radius of 410.57 feet and a central angle of 12°47'45"; thence on said right of way line and on the arc of said curve a distance of 91.68 feet, said arc subtended by a chord which bears N58°32'20"W, a distance of 91.50 feet to the curve's end and a point on a curve concave Southeasterly having a radius of 22.74 feet and a central angle of 71°53'16"; thence on the arc of said curve a distance of 28.53 feet, said arc subtended by a chord which bears N09°43'14"E, a distance of 26.70 feet to the South right of way line of aforesaid S.W. Faith Road; thence on said South right of way line N48°05'32"E, a distance of 50.56 feet to the point of beginning.

Containing 0.17 acres, more or less.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

TELEPHONE: (386) 752-2031
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Availability of and Demand on Public Facilities

Potable Water Impact

The site is located within a community potable water system service area. The community potable water system is currently meeting or exceeding the adopted level of service standard for potable water established within the Comprehensive Plan.

The proposed amendment could potentially result in 40,510 square feet of shopping center use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average specialty retail use is estimated to have 1.82 employees per 1,000 square feet gross floor area.

$40,510$ (40,510 square feet gross floor area) \times 35% (35% maximum lot coverage by all buildings) \times 1.82 (employees per 1,000 square feet gross floor area) = 26 (employees) \times 45 (gallons of potable water usage per employee per day) = 1,170 gallons of potable water usage per day.

Permitted capacity of the community potable water system = 4,100,000 gallons of potable water per day.

During calendar year 2022, the average daily potable water usage = 3,554,816 gallons of potable water per day.

Residual available capacity prior to reserved capacity for previously approved development = 545,184 gallons of potable water per day.

Less reserved capacity for previously approved development = 0 gallons of potable water per day.

Residual available capacity after reserved capacity for previously approved development = 749,000 gallons of potable water per day.

Less estimated gallons of potable water use as a result of this proposed amendment = 1,170 gallons of potable water per day.

Residual capacity after this proposed amendment = 544,014 gallons of potable water per day.

Based upon the above analysis, the potable water facilities are anticipated to continue to meet or exceed the adopted level of service standard for potable water facilities as provided in the Comprehensive Plan, after adding the potable water demand generated by the potential use of the site.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

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FAX: (386) 752-4896

Sanitary Sewer Impact -

The site is located within a community centralized sanitary sewer system service area. The centralized sanitary sewer system is currently meeting or exceeding the adopted level of service standard for sanitary sewer established within the Comprehensive Plan.

The proposed amendment could potentially result in 43,560 square feet of specialty retail use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average shopping center use is estimated to have 1.82 employees per 1,000 square feet gross floor area.

$40,510$ (40,510 square feet gross floor area) \times 35% (35% maximum lot coverage by all buildings) \times 1.82 (employees per 1,000 square feet gross floor area) = 26 (employees \times 34.5 (gallons of sanitary sewer effluent per employee per day) = 897 gallons of sanitary sewer effluent per day.

Permitted capacity of the community sanitary sewer system = 3,000,000 gallons of sanitary sewer effluent per day.

During calendar year 2022, the average sanitary sewer usage = 1,800,000 gallons of sanitary sewer effluent per day.

Residual available capacity prior to reserved capacity for previously approved development = 1,200,000 gallons of sanitary sewer effluent per day.

Less reserved capacity for previously approved development = 0 gallons of sanitary sewer effluent per day.

Residual available capacity after reserved capacity for previously approved development = 1,200,000 gallons of sanitary sewer effluent per day.

Less estimated gallons of sanitary sewer effluent per day as a result of this proposed amendment = 897 gallons of sanitary sewer effluent per day.

Residual capacity after this proposed amendment = 1,199,103 gallon of sanitary sewer effluent per day.

City of Lake City

205 NORTH MARION AVENUE
LAKE CITY, FLORIDA 32055

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FAX: (386) 752-4896

Based upon the above analysis, the sanitary sewer facilities are anticipated to continue to meet or exceed the adopted level of service standard for sanitary sewer facilities as provided in the Comprehensive Plan, after adding the sanitary sewer effluent generated by the potential use of the site.

Solid Waste Impact -

Solid waste disposal is provided for the use to be located on the site at the Winfield Solid Waste Facility. The level of service standard established within the Comprehensive Plan for the provision of solid waste disposal is currently being met or exceeded.

The proposed amendment could potentially result in 43,560 square feet of specialty retail use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

An average shopping center use is estimated to generate 5.5 pounds of solid waste per 1,000 square feet gross floor area per day.

$40,510$ (40,510 square feet gross floor area) \times 35% (maximum lot coverage by all buildings) \times 5.5 (pounds of solid waste per 1,000 square feet gross floor area per day) = 78 pounds of solid waste per day.

Based upon the annual projections of solid waste disposal at the sanitary landfill, solid waste facilities are anticipated to continue to meet or exceed the adopted level of service standard for solid waste facilities, as provided in the Comprehensive Plan, after adding the solid waste demand generated by the potential use of the site.

Drainage Impact -

Drainage facilities will be required to be provided for on site for the management of stormwater. As stormwater will be retained on site, there are no additional impacts to drainage systems as a result of the proposed amendment. The retention of stormwater on site will meet or exceed the adopted level of service standard established within the Comprehensive Plan.

Recreation Impact -

The level of service standards established within the Comprehensive Plan for the provision of recreation facilities are currently being met or exceeded.

As no population increase will result from the proposed amendment, there will be no need for additional recreational facilities as a result of the proposed amendment. Therefore, the proposed amendment is not anticipated to impact recreation facilities.

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LAKE CITY, FLORIDA 32055

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Recreation facilities are anticipated to continue to operate at a level of service which meets or exceeds the level of service standards established within the Comprehensive Plan after the potential use of the site.

Traffic Impact -

The road network serving the site is currently meeting or exceeding the level of service standards required for traffic circulation facilities as provided in the Comprehensive Plan.

The proposed amendment could potentially result in 40,510 square feet of shopping center use on the site (based upon averages for use intensities and compliance with offstreet parking requirements, drainage requirements and landscape buffer requirements).

Summary of Trip Generation Calculations for a Shopping Center Use.

40,510 (40,510 feet gross floor area) x 35% (maximum lot coverage by all buildings) x 3.81 (trips per 1,000 square feet gross floor area) = 154 trips less 25 percent pass by trips (39) = 115 p.m. peak hour trips (154 - 39 = 115).

Existing p.m. peak hour trips = 3,420 p.m. peak hour trips.

The following table contains information concerning the assessment of the traffic impact on the surrounding road network by the proposed amendment.

Level of Service	Existing PM Peak Hour Trips	Existing Level of Service	Reserved Capacity PM Peak Hour Trips for Previously Approved	Development PM Peak Hour Trips	PM Peak Hour Trips With Development	Level of Service with Development
U.S. 90 (Duval St.) From S.R. 247 to Baya Ave.	3420	D	0	115	3535	D

a 2021 Annual Traffic Count Station Data, Florida Department of Transportation.

Sources: Trip Generation, Institute of Transportation Engineers, 10th Edition, 2017.
Multimodal Quality/Level of Service Handbook, Florida Department of Transportation, 2023.

Based upon the above analysis and an adopted level of service standard of "D" with a capacity of 6,240 p.m. peak hour trips, the road network serving the site is anticipated to continue to meet or exceed the

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level of service standard provided in the Comprehensive Plan after adding the potential number of trips associated with the proposed amendment.

Affordable Housing

The change in land use is not anticipated to have a negative impact on the affordable housing stock.

Surrounding Land Uses

Currently, the existing land use of the site is vacant land. The site is bounded on the north by commercial land use, on the east by commercial land use, on the south by commercial land use and on the west by residential medium/high Co land use.

Historic Resources

According to the Florida Division of Historical Resources, Master Site File, dated 2021, there are no known historic resources on the site.

Flood Prone Areas

According to the Federal Emergency Management Agency, Digital Flood Insurance Rate Map data layer, November 2, 2018, a portion of the site is located within a 100-year flood prone area.

Wetlands

According to the Water Management District Geographic Information Systems wetlands data layer, dated 2007, the site is not located within a wetland.

Minerals

According to Florida Department of Environmental Protection, Florida Geological Survey, Digital Environmental Geology Rock and Sediment Distribution Map data layer, dated November 28, 2018, the site is known to contain clayey sand.

Soil Types

According to the U.S. Department of Agriculture, Soil Conservation Service, Soil Survey dated September 1, 2023, the site is comprised of Mascotte fine sand soils.

According to the Florida Department of Environmental Protection Soil Descriptions- Mascotte fine sand- This is a poorly drained, nearly level soil on the floodplains of rivers and streams. This soil is flooded occasionally as a result of heavy and prolonged rains. A sharp rise in the water level causes the rivers and streams to overflow. The lowlands remain flooded for approximately 30

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days and the depressions, which drain by percolation and seepage, for longer periods. This soil has been flooded in March or April in about 1 year out of every 10.

High Aquifer Groundwater Recharge

According to the Areas of High Recharge Potential to the Floridan Aquifer, prepared by the Water Management District, dated July 17, 2001, the site is not located in high aquifer groundwater recharge area.



National Flood Hazard Layer FIRMette



82°40'29"W 30°10'36"N

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

Legend

SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE)
Zone A, V, A99
- With BFE or Depth *Zone AE, AO, AH, VE, AR*
Regulatory Floodway

- 0.2% Annual Chance Flood Hazard, Area of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile *Zone 2*
- Future Conditions 1% Annual Chance Flood Hazard *Zone X*
- Area with Reduced Flood Risk due to Levee. See Notes. *Zone X*
- Area with Flood Risk due to Levee *Zone D*

OTHER AREAS OF FLOOD HAZARD

- NO SCREEN Area of Minimal Flood Hazard *Zone X*
- Effective LOMRs
- Area of Undetermined Flood Hazard *Zone*
- Channel, Culvert, or Storm Sewer
- Levee, Dike, or Floodwall

OTHER AREAS

- Cross Sections with 1% Annual Chance Water Surface Elevation
- Coastal Transect
- Base Flood Elevation Line (BFE)
- Limit of Study
- Jurisdiction Boundary
- Coastal Transect Baseline
- Profile Baseline
- Hydrographic Feature

OTHER FEATURES

- Digital Data Available
- No Digital Data Available
- Unmapped

MAP PANELS

The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards.

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on **12/1/2023 at 3:50 PM** and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.



82°39'51"W 30°10'5"N

0 250 500 1,000 1,500 2,000 1:6,000 Feet

EFFECTIVE FLOOD INFORMATION REPORT



Location Information

County: **COLUMBIA**
 Parcel: **014S1602658001**
 Flood Zone: **X**
 Flood Risk: **LOW**

1% Annual Chance Base Flood Elev* **Not Applicable**
 10% Annual Chance Flood Elev* **Not Applicable**
 50% Annual Chance Flood Elev* **Not Applicable**

* Flood Elevations shown on this report are in NAVD 88 and are derived from FEMA flood mapping products, rounded to the nearest tenth of a foot. For more information, please see the note below

Legend with Flood Zone Designations

- 1% Flood - Floodway (High Risk)
- 1% Flood - Zone AE (High Risk)
- 1% Flood - Zone A (High Risk)
- 1% Flood - Zone VE (High Risk)
- 0.2% Flood-Shaded Zone X (Moderate Risk)
- Area Not Included
- SFHA Decrease
- SFHA Increase
- Depressions
- Base Flood Elevations (BFE)
- Cross Sections
- County Boundaries
- FIRM Panel Index
- Parcels
- River Marks
- Wetlands

Anywhere it can rain, it can flood
 Know your risk.



www.srwmfdloodreport.com

Supplemental Information

Watershed	Santa Fe	Map Effective Date	11/2/2018	Special Flood Hazard Area	No
FIRM Panel(s)	12023C0291D				

The information herein represents the best available data as of the effective map date shown. The Federal Emergency Management Agency (FEMA) Flood Map Service Center (<https://msc.fema.gov>) maintains the database of Flood Insurance Studies and Digital Flood Insurance Rate Maps, as well as additional information such as how the Base Flood Elevations (BFEs) and/or floodways have been determined and previously issued Letters of Map Change. Requests to revise flood information may be provided to the District during the community review period on preliminary maps, or through the appropriate process with FEMA FEMA.gov. Information about flood insurance may be obtained at <https://www.foodsmart.com>

Base Flood Elevation (BFE)

The elevation shown on the Flood Insurance Rate Map for Zones AE, AH, A1-A30, AR, AO, V1-V30, and VE that indicates the water surface elevation resulting from a flood that has a one percent chance of equaling or exceeding that level in any given year.

A

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas; no depths or base flood elevations are shown within these zones.

AE, A1-A30

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. In most instances, base flood elevations derived from detailed analyses are shown at selected intervals within these zones.

AH

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of ponding with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

AO

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of sheet flow on sloping terrain with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

Supplemental Information:

10%-chance flood elevations (10-year flood-risk elevations) and 50%-chance flood elevations (2-year flood-risk elevations), are calculated during detailed ponding studies but are not shown on MA Digital Flood Insurance Rate Maps (RMs). They have been provided as supplemental information in the Flood Information section of this report

AE FW (FLOODWAYS)

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood (1% annual chance flood event). The floodway must be kept open so that flood water can proceed downstream and not be obstructed or diverted onto other properties.

Please note, if you develop within the regulatory floodway, you will need to contact your Local Government and the Suwannee River Water Management District prior to commencing with the activity. Please contact the District at 800.226.1066.

VE

Areas with a 1% annual chance of flooding over the life of a 30-year mortgage with additional hazards due to storm-induced velocity wave action. Base Flood Elevations (BFEs) derived from detailed analyses.

X 0.2 PCT (X Shaded, 0.2 PCT ANNUAL CHANCE FLOOD HAZARD)

Same as Zone X; however, detailed studies have been performed, and the area has been determined to be within the 0.2 percent annual chance floodplain (also known as the 500-year flood zone). Insurance purchase is not required in this zone but is available at a reduced rate and is recommended.

X

All areas outside the 1-percent annual chance floodplain are Zone X. This includes areas of 1% annual chance sheet flow flooding where average depths are less than 1 foot, areas of 1% annual chance stream flooding where the contributing drainage area is less than 1 square mile, or areas protected from the 1% annual chance flood by levees. No Base Flood Elevations or depths are shown within this zone. Insurance purchase is not required in these zones.

LINKS FEMA:

<http://www.fema.gov>

SRWMD:

<http://www.srwmd.state.fl.us>

CONTACT

SRWMD
9225 County Road 49
Live Oak, FL 32060
(386) 362-1001

Toll Free:

(800) 226-1066

EFFECTIVE FLOOD INFORMATION REPORT



Location Information

County: **COLUMBIA**
 Parcel: **014S1602677001**
 Flood Zone: **A, X**
 Flood Risk: **HIGH**

1% Annual Chance Base Flood Elev* **Not Applicable**
 10% Annual Chance Flood Elev* **Not Applicable**
 50% Annual Chance Flood Elev* **Not Applicable**

* Flood Elevations shown on this report are in NAVD 88 and are derived from FEMA flood mapping products, rounded to the nearest tenth of a foot. For more information, please see the note below

Legend with Flood Zone Designations

- 1% Flood - Floodway (High Risk)
- 1% Flood - Zone AE (High Risk)
- 1% Flood - Zone A (HighRisk)
- 1% Flood - Zone VE (HighRisk)
- 0.2% Flood-Shaded Zone X (Moderate Risk)
- Area Not Included
- SFHA Decrease
- SFHA Increase
- Depressions
- BaseFlood Elevations (BFE)
- CrossSections
- County Boundaries
- FIRM Panel Index
- Parcels
- River Marks
- Wetlands

Anywhere it can rain, it can flood
 Know your risk.



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Supplemental Information

Watershed: Santa Fe Map Effective Date: 11/2/2018 Special Flood Hazard Area: Yes

FIRM Panel(s): 12023C0291D

The information herein represents the best available data as of the effective map date shown. The Federal Emergency Management Agency (FEMA) Flood Map Service Center (<https://msc.fema.gov>) maintains the database of Flood Insurance Studies and Digital Flood Insurance Rate Maps, as well as additional information such as how the Base Flood Elevations (BFEs) and/or floodways have been determined and previously issued Letters of Map Change. Requests to revise flood information may be provided to the District during the community review period on preliminary maps, or through the appropriate process with FEMA Change Your Flood Zone Designation | [FEMA.gov](https://www.floodsmart.com). Information about flood insurance may be obtained at <https://www.floodsmart.com>

Base Flood Elevation (BFE)

The elevation shown on the Flood Insurance Rate Map for Zones AE, AH, A1-A30, AR, AO, V1-V30, and VE that indicates the water surface elevation resulting from a flood that has a one percent chance of equaling or exceeding that level in any given year.

A

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Because detailed analyses are not performed for such areas, no depths or base flood elevations are shown within these zones.

AE, A1-A30

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. In most instances, base flood elevations derived from detailed analyses are shown at selected intervals within these zones.

AH

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of ponding with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

AO

Areas with a 1% annual chance of flooding and a 26% chance of flooding over the life of a 30-year mortgage. Usually areas of sheet flow on sloping terrain with flood depths of 1 to 3 feet. Base Flood Elevations are determined.

Supplemental Information:

10%-chance flood elevations (10-year flood-risk elevations) and 50%-chance flood elevations (2-year flood-risk elevations), are calculated during detailed ponding studies but are not shown on MA Digital Flood Insurance Rate Maps (RMs). They have been provided as supplemental information in the Flood Information section of this report

AE FW (FLOODWAYS)

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood (1% annual chance flood event). The floodway must be kept open so that flood water can proceed downstream and not be obstructed or diverted onto other properties.

Please note, if you develop within the regulatory floodway, you will need to contact your Local Government and the Suwannee River Water Management District prior to commencing with the activity. Please contact the District at 800.226.1066.

VE

Areas with a 1% annual chance of flooding over the life of a 30-year mortgage with additional hazards due to storm-induced velocity wave action. Base Flood Elevations (BFEs) derived from detailed analyses.

X 0.2 PCT (X Shaded, 0.2 PCT ANNUAL CHANGE FLOOD HAZARD)

Same as Zone X; however, detailed studies have been performed, and the area has been determined to be within the 0.2 percent annual chance floodplain (also known as the 500-year flood zone). Insurance purchase is not required in this zone but is available at a reduced rate and is recommended.

X

All areas outside the 1-percent annual chance floodplain are Zone X. This includes areas of 1% annual chance sheet flow flooding where average depths are less than 1 foot, areas of 1% annual chance stream flooding where the contributing drainage area is less than 1 square mile, or areas protected from the 1% annual chance flood by levees. No Base Flood Elevations or depths are shown within this zone. Insurance purchase is not required in these zones.

LINKS FEMA:

<http://www.fema.gov>

SRWMD:

<http://www.srwmd.state.fl.us>

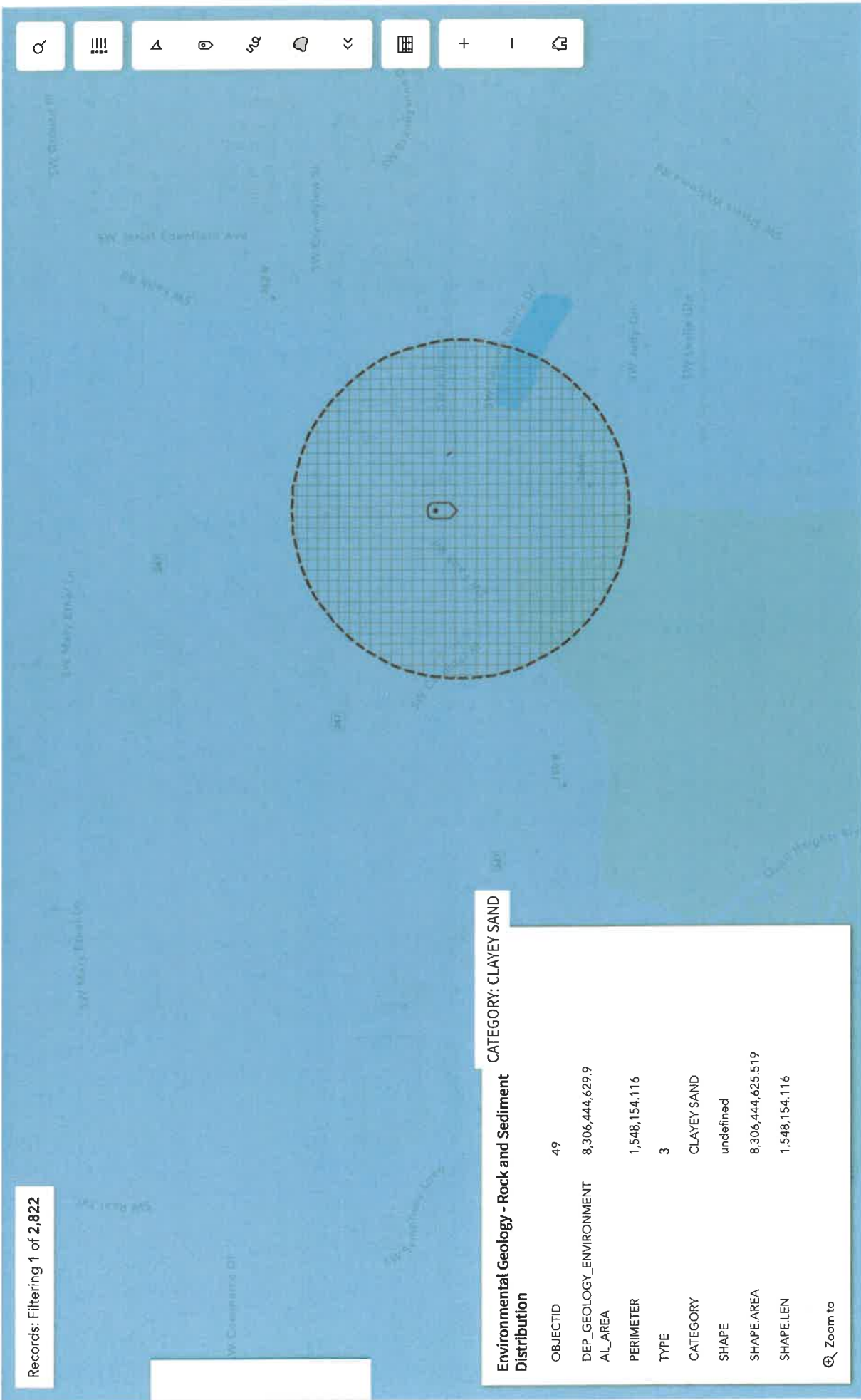
CONTACT

SRWMD
9225 County Road 49
Live Oak, FL 32060
(386) 362-1001

Toll Free:

(800) 226-1066

Records: Filtering 1 of 2,822





Map Unit Legend	Area	Soil	Area	Soil
to 5 percent slopes				
35 Lucy loamy fine sand, 5 to 8 percent slopes	285.4	0.1%		
36 Mandarin fine sand, 0 to 2 percent slopes	642.5	0.1%		
37 Mascotte fine sand	71,450.0	13.9%		
38 Mascotte fine sand, depressional	3,043.0	0.6%		
39 Mascotte fine sand, occasionally flooded	1,196.3	0.2%		
40 Oclilla fine sand, 0 to 5 percent slopes	12,531.0	2.4%		
41 Oleno clay	1,758.3	0.3%		
42 Olustee fine sand, thick surface	31,578.4	6.2%		



Warning: Soil Map may not be valid at this scale.
 You have zoomed in beyond the scale at which the soil map for this area is intended to be used. Mapping of soils is done at a particular scale. The soil surveys that comprise your AOI were mapped at 1:24,000. The design of map units and the level of detail shown in the resulting soil map are dependent on that map scale. Enlargement of maps beyond the scale of mapping can cause misunderstanding of the detail of mapping and accuracy of soil line placement. The maps do not show the small areas of contrasting soils that could have been shown at a more detailed scale.



U.S. Fish and Wildlife Service

National Wetlands Inventory

Faith Crossing Rezoning



December 1, 2023

Wetlands

- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland
- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Lake
- Other
- Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

Ordinance Number: 2024-2270
Passed on second and final reading on January 16, 2024

Record of Vote on Second and Final Reading

	For	Against	Absent	Abstain
Stephen Witt, Mayor/Council Member	_____	_____	_____	_____
Jake Hill, Jr., Council Member	_____	_____	_____	_____
Chevella Young, Council Member	_____	_____	_____	_____
Ricky Jernigan, Council Member	_____	_____	_____	_____

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:

9. Discussion and Possible Action - Filling the vacancy of Council Member for City Council District 13. (Mayor Stephen Witt)

Note: For reference purposes, all supporting documentation provided at the January 2, 2024 meeting is attached. During the January 2, 2024 meeting, City Council authorized acceptance of letters of interest for 30 days. Deadline for submissions is February 1, 2024.

MEETING DATE
01/02/2024

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Discussion and Possible Action: Filling the vacancy of Council Member for City Council District 13

DEPT / OFFICE: City Council

Originator: Audrey Sikes, City Clerk

City Manager	Department Director	Date 12/29/23
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Recommended Action:
Members to discuss and decide what process will be used to seek interested candidates to fill the unexpired term.

Summary Explanation & Background:
On December 27, 2023 C. Todd Sampson resigned his position on the City Council, effective December 30, 2023.

Section 301 (b) of the Charter, titled Eligibility is as follows: Only qualified voters who have resided in the city for a minimum of one (1) year prior to qualifying as a candidate for election to a seat on the city council, and are eighteen (18) years of age or older, shall be eligible to hold office, and all council members, except the mayor, shall have resided in the district which they represent at least one (1) year prior to the time they qualify for office.

Section 304 (c) (2) and 304 (c) (2) (2) of the Charter, titled Vacancies, forfeiture of office; filling of vacancies is as follows: A vacancy in the office of councilmembers other than mayor shall be filled as follows: If less than two (2) years and sixty (60) days remain in the term of office, the council shall within sixty (60) days from the date the vacancy occurred, by a majority vote of the remaining members, choose a successor to serve said unexpired term of the vacated council seat.

Alternatives:

Source of Funds:

Financial Impact:

Exhibits Attached:
 C. Todd Sampson resignation letter
 Section 301 of Charter – Composition; eligibility; districts; election and terms of office
 Section 304 of Charter – Vacancies, forfeiture of office; filling of vacancies
 Section 508 of Charter – Qualifications
 Sample Qualifying Checklist for Elections
 Minutes 9/20/2021 (See Page 9) regarding process utilized from last City Council vacancy
 Minutes 10/4/2021 (See Page 4) regarding process from last City Council vacancy
 Handout from 10/4/2021 - scoring process discussed from last City Council vacancy

Rec'd 12/27/2023
at Council Meeting
als

December 27, 2023

Mayor and City Council,

I am writing to formally resign from my position as District 13 Councilman on the City Council, effective December 30, 2023.

This decision is driven by the recent imposition of the new state law mandating the submission of Form 6 financial filings. Regrettably, I find myself unwilling to comply with the overly intrusive nature of this requirement, exposing personal, non-public, private financial information both for my family and as well potentially for my private business clients.

I appreciate the opportunity to have served the community during my tenure and would like to thank all those who supported me in this endeavor.

Thank you for your understanding.

Sincerely,



C. Todd Sampson

Section 301. - Composition; eligibility; districts; election and terms of office.

- (a) *Composition.* There shall be a city council of five (5) members elected by the qualified voters of the city. The council positions are as follows: Mayor-councilmember; councilmember, District 10; councilmember, District 12; councilmember, District 13; and councilmember, District 14.
- (b) *Eligibility.* Only qualified voters who have resided in the city for a minimum of one (1) year prior to qualifying as a candidate for election to a seat on the city council, and are eighteen (18) years of age or older, shall be eligible to hold office, and all council members, except the mayor, shall have resided in the district which they represent at least one (1) year prior to the time they qualify for office.
- (c) *Districts.* The several districts of the city are defined as follows:
- (1) District 10 shall consist of and embrace all of the territory or area of the City lying and being North of each SE Putnam Street, SE Knox Street and SW Knox Street and lying and being East of Main Boulevard beginning at the intersection of SW Main Boulevard with SW Knox Street and extending North to the City limits. Main Boulevard, as located on the effective date of this ordinance, is also designated as U.S. Highway 41.
- (2) District 12 shall consist of and embrace all of the territory or area of the City lying and being North of both West Duval Street and West U.S. Highway 90 starting at the intersection of West Duval Street with Main Boulevard and lying West of NW Main Boulevard. West Duval Street, as located on the effective date of this ordinance, is also designated as West Highway 90.
- (3) District 13 shall consist of and embrace all of the territory or area of the City lying and being in the following tracts:
- Tract One of District 13 shall consist of and embrace all of the territory or area of the City lying and being West of SW Sisters Welcome Road and lying South of U.S. Highway 90, LESS AND EXCEPT all of the area of the City in Quail Heights, a subdivision as per plat recorded in Plat Book 3 Page 104, public records of Columbia County, Florida.
- Tract Two of District 13 shall consist of and embrace all of the territory or area of the City lying and being North of each SW St. Margaret Drive, and Margaret Road extending to the intersection of SW Sisters Welcome Road and the South line of the NE ¼ of Section 1, Township 4 South, Range 16 East (the "SW Corner of Tract s") and lying East of that portion of SW Sisters Welcome Road from the Southwest Corner of Tract 2 to U.S. Highway 90 and lying South of both SW Baya Drive and West U.S. Highway 90 and lying West of SW Main Boulevard.
- (4) District 14 shall consist of and embrace all of the territory or area of the City lying and being in the following tracts:
- Tract One of District 14 shall consist of and embrace all of the territory or area of the City lying and being East of SW Main Boulevard starting at the intersection of SW Main Boulevard with SW Knox Street and lying South of SE Putnam Street, SE Knox Street and SW Knox Street.
- Tract Two of District 14 shall consist of and embrace all of the territory or area of the City lying and being South of West Duval Street to its intersection with SW Baya Drive and lying North of SW Baya Drive to its intersection with SW Main Boulevard and lying West of SW Main Boulevard to its intersection with West Duval Street and SW Main Boulevard.
- Tract Three of District 14 shall consist of and embrace all of the territory or area of the City lying and being South of each SW St. Margaret Drive and Margaret Road from its intersection with SW Main Boulevard and extending West along each SW St. Margaret Drive and Margaret Road as extended along the South line of the NE ¼ of Section 1, Township 4 South, Range 16 East, and lying East of SW Sisters Welcome Road, and lying West of SW Main Boulevard.
- Tract Four of District 14 shall consist of and embrace all of the territory or area of the City located and being in Quail Heights, a subdivision as per plat recorded in Plat Book 3, page 104, public records of Columbia County, Florida.

A map identifying Districts 10, 12, 13, and 14 is attached to this ordinance as Exhibit "A" for illustrative purposes only and is on file in the Office of the City Clerk.

(d) *Election and terms.*

- (1) The regular election of the city councilmembers shall be held on the same day established by the State of Florida for the first state primary election.
- (2) The mayor-councilmember and the councilmembers from Districts twelve (12) and thirteen (13) shall be elected in 1978 for a two-year term. In 1980 and every four (4) years thereafter, the mayor-councilmember and councilmembers from Districts twelve (12) and thirteen (13) shall be elected for four-year terms. The councilmembers from Districts ten (10) and fourteen (14) shall be elected in 1978 and every four (4) years thereafter for four-year terms.
- (3) The mayor-councilmember shall be elected at large by all the electors of the city. The councilmembers from Districts ten (10), twelve (12), thirteen (13) and fourteen (14) shall be elected by the electors residing within their respective districts.
- (e) *Revisions of districts.* In October 2005, and at least every five (5) years thereafter, the council shall review the boundaries of the four (4) separate districts of the city as established by Section 30 (c), for the purpose of determining the number of registered voters in each of the separate districts. Following each such review, the council may, in its discretion, by ordinance, redefine the boundaries of each of the separate districts to insure that each has approximately the same number of registered voters.

(Ord. No. A-389, § 1(B), 5-15-78; Ord. No. A-390, § 1, 5-15-78; Ord. No. A-496, § 1, 8-16-82; Ord. No. 92-716, § 1, 7-6-92; Ord. No. 2002-957, § 1(a), 7-15-02; Ord. No. 2010-2003, § 1, 6-21-10; Res. No. 2010-116, § 1, 11-3-10; Ord. No. 2013-2034, § 1, 5-20-13)

Section 304. - Vacancies, forfeiture of office; filling of vacancies.

- (a) *Vacancies.* The office of a councilmember shall become vacant upon his death, resignation, removal from office in any manner authorized by law or forfeiture of his office, such forfeiture to be declared only by the remaining members of the council.
- (b) *Forfeiture of office.* The council shall declare a council seat forfeited if the council by majority vote finds that a council member:
- (1) Lacks at any time during his or her term of office any qualification for the office prescribed by this Charter, or by law;
- (2) Violates any express prohibition of this Charter;
- (3) Is absent from three (3) consecutive regular meetings of the council without being excused by the council;
- (4) Is guilty of committing a felony;
- (5) Is guilty of engaging in conduct which violates acceptable standards of moral behavior where such conduct involves moral turpitude or would constitute a crime under the laws of Florida, or if such conduct was engaged in by a judge of any of the state courts would cause such judge to be removed from office.
- (c) *Filling of vacancies.* A vacancy in the office of mayor-councilmember should be filled as follows:
- (1) If more than eight (8) months remain in the term of office, the council shall schedule a special election to be held not sooner than sixty (60) days nor more than ninety (90) days following the occurrence of the vacancy.
- (2) If less than eight (8) months remain in the term of office, the council shall, within sixty (60) days from the date the vacancy occurred, by a majority vote of the remaining members, choose a successor to serve said unexpired term of the vacated council seat. If the vacated seat is that of the vice-mayor, upon appointment or election of the new councilmember, whichever first occurs, the council shall elect one of their members to hold the position so vacated. Under no circumstances shall the service of the vice-mayor in the capacity of

mayor during an interim vacancy in the office of mayor be deemed to create a vacancy in the council seat occupied by said vice-mayor. A vacancy in the office of councilmembers other than mayor shall be filled as follows:

- (1) If more than two (2) years and sixty (60) days remain in the term of office, the council shall forthwith call a special election to be held at the next regular city election where said seat shall be filled for the remaining term.
- (2) If less than two (2) years and sixty (60) days remain in the term of office, the council shall within sixty (60) days from the date the vacancy occurred, by a majority vote of the remaining members, choose a successor to serve said unexpired term of the vacated council seat.

If the vacated seat is that of the vice-mayor, upon appointment or election of the new councilmember, whichever first occurs, the council shall elect one of their members to hold the position so vacated.

- (d) *Extraordinary vacancies.* In the event that all members of the council are removed by death, disability, law or forfeiture of office, the governor shall appoint an interim council that shall call a special election to be held not sooner than sixty (60) days nor more than ninety (90) days following the appointment of the interim council. Said interim council may, by emergency ordinance, establish procedures for said election, where in their opinion, the same are necessary to effectuate the intention of this Charter.

(Ord. No. A-444, § 1, 2-18-80; Ord. No. A-496, § 1, 8-16-82; Ord. No. 2002-957, § 1(b), 7-15-2002)

Section 508. - Qualifications.

In addition to those qualifications listed in Article III, Section 301(b), any person seeking to qualify as a candidate for election to a seat on the city council shall qualify for his or her respective seat by filing a written notice of his or her candidacy with the city clerk at any time after noon on the first day of qualifying for nomination or election to the respective council seat which he or she seeks. Municipal election qualifications shall run for the same period as now or hereafter provided for in The Florida Election Code (F.S. § 99.061 et seq.). Except as otherwise provided for herein, each candidate shall, at the time of filing notice of his or her candidacy, pay to the city clerk a qualifying fee equal to six percent of the annual salary of the council seat sought. Alternatively, in lieu of paying any qualifying fee, a person seeking to qualify as a candidate for nomination or election for any of the designated seats of the city council to be filled, including the office of mayor-councilmember, may qualify to have his or her name placed on the ballot by means of a petitioning process which would require a candidate for election to the respective council seat in the district that he or she seeks to obtain signatures on a petition of at least five percent of the total number of registered voters residing in such district, or with respect to a candidate for election to the office of mayor-councilmember, to obtain the signatures on a petition of at least five percent of the total number of registered voters in the city, as shown by the records of the supervisor of elections of Columbia County for the last preceding city election. The requirements and procedures of the petitioning process shall be established by ordinance enacted by the city council.

(Ord. No. A-389, § 1(D), 5-15-78; Ord. No. 92-716, § 1, 7-6-92; Ord. No. 2002-957, § 1(e), 7-15-02; Ord. No. 2019-2119, § 2, 6-17-19)

SAMPLE - QUALIFYING CHECKLIST

MUST HAVE THESE ITEMS DURING QUALIFYING NOON 6/10/2024 TO NOON 6/14/2024			
APPOINTMENT OF CAMPAIGN TREASURER DS-DE-9 (10/23)			
CANDIDATE OATH (DS-DE-302 NP (10/23)			
STATEMENT OF FINANCIAL INTERESTS Form 6			
STATEMENT OF CANDIDATE DS-DE-84 (5/11)			
PETITION VALIDATION/OR EXECUTED CHECK 6% OF ANNUAL SALARY \$19,394.70 = \$1,163.68			
UNDUE BURDEN AFFIDAVIT/OR COLLECT 1% OF ANNUAL SALARY \$19,394.70 = \$193.94			
RESIDENCY AFFIDAVIT (FOR COLC USE ONLY)			
VOTER ID CARD COPY (FOR COLC USE ONLY)			

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on September 20, 2021 beginning at 6:00 P.M., in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida. Members of the public also viewed the meeting live on our YouTube Channel.

PLEDGE OF ALLEGIANCE

INVOCATION –Council Member Jake Hill, Jr.

ROLL CALL

Mayor/Council Member
City Council

City Attorney
Sergeant-at-Arms
City Clerk

Stephen M. Witt
Jake Hill, Jr.
Eugene Jefferson
C. Todd Sampson
Frederick Koberlein, Jr.
Chief Argatha Gilmore
Audrey Sikes

MINUTES

1. August 16, 2021 Regular Session
2. August 17, 2021 - Budget Workshop
3. August 30, 2021 - Budget Workshop
4. September 7, 2021 - Regular Session

Mr. Jefferson made a motion to approve the August 16, 2021 Regular Session, August 17, 2021 Budget Workshop, August 30, 2021 Budget Workshop, and September 7, 2021 Regular Session minutes as presented. Mr. Sampson seconded the motion and the motion carried unanimously on a voice vote.

APPROVAL OF AGENDA

Mayor Witt suggested moving Emergency Item #19, City Council Resolution No. 2021-144, up on the agenda after Item #5. **Mr. Sampson made a motion to approve the agenda as amended. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.**

APPROVAL OF CONSENT AGENDA

5. Permit application from the Lake City-Columbia County Chamber of Commerce to hold the Gateway City Craft Beer and Wine Festival on Saturday, October 23, 2021, from 8:00 AM until 8:00 PM at Darby Pavilion and Wilson Park. All supporting documents including the certificate of insurance have been provided.

Mr. Sampson made a motion to approve the consent agenda consisting of item #5 above. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.

19. Emergency Item - City Council Resolution No. 2021-144 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an agreement with Michael D. Williams for management services related to the vacant City Manager position; and providing for an effective date.

Mayor Witt stated Mr. Williams would accept the salary the City had been previously paying this position. Mr. Sampson confirmed with Mayor Witt, \$120,000.00 was within the realm of the salary provided to previous City Managers. **Mr. Sampson made a motion to adopt City Council Resolution No. 2021-144, authorizing the execution of an agreement with Michael D. Williams for management services related to the vacant City Manager position, at the salary of \$120,000.00. Mr. Hill seconded the motion.**

Members concurred to have the resolution and starting salary active the day Mr. Williams started. Mr. Koberlein stated he would need to research on making the start date of Mr. Williams retroactive. **A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

BUDGET HEARINGS

At this time Mayor Witt asked the City Finance Director to provide a summary of the budget process and address those items essential to comply with the State of Florida TRIM compliance.

Finance Director Donna Duncan reported the City Council proposes a final millage rate of 4.9000 mills and a final capital and operating budget of \$60,625,247 for fiscal year 2021-2022. Council action tonight constitutes the "Final" Budget Hearing as required by State TRIM criteria and was announced to the General Public by advertisement in the Lake City Reporter published on September 16, 2021. She stated, during this hearing, the following agenda will be addressed:

- The Council will discuss the 2021-2022 millage and operating budget and allow citizen input as appropriate.
- The Council will direct announcement of the final millage rate proposed for adoption and of any increase, decrease, or no change.
- The City Attorney will read, by title, Millage Resolution No. 2021-130.
- The Council will adopt Millage Resolution No. 2021-130 on final reading.
- The City Attorney will read, by title, Budget Resolution No. 2021-131.
- The Council will adopt Budget Resolution No. 2021-131 on final reading.

At this time Mayor Witt declared the "Final Budget Hearing" open for public discussion and input followed by discussion by the City Council.

PUBLIC COMMENT: Danny Witt addressed Council and stated according to a public records request, on July 26, 2021, there were raise increases not authorized by Council Members. He also stated he

has been advised that there is a public records request for three months' worth of salary the City has not yet released.

PUBLIC COMMENT: Sylvester Warren expressed concern with the budget process, with no input from the community.

PUBLIC COMMENT: Glenel Bowden expressed concern with the budget process and lack of public input at the budget workshops.

Mayor Witt asked if there were any comments of Council regarding the Final Budget for fiscal year 2021-2022. No one asked to be heard therefore Mayor Witt closed the public hearing.

Mayor Witt stated if there are no further comments regarding this matter, he would ask the City Finance Director to state for the record 1) the taxing authority, 2) the millage rate to be adopted, 3) the rolled-back millage rate, and 4) any change the final millage rate represents to the current year's millage.

Ms. Duncan reported the City Council of the City of Lake City, as Taxing Authority, proposed a final tax on all property located within the City of Lake City, Florida, at the rate of 4.9000 mills for the fiscal year 2021-2022 operating budget. The current year proposed operating millage rate is a 0.51% decrease from the 4.9253 rolled-back millage rate as defined by Florida Statutes and represents no change from the previous year's millage rate of 4.9000 mills.

6. City Council Resolution No. 2021-130 - A resolution of the City Council of the City of Lake City, Florida, adopting a millage rate for the levy of ad valorem taxes for the City for fiscal year 2021-2022; and providing an effective date. **Mr. Sampson made a motion to adopt City Council Resolution No. 2021-130, adopting a millage rate for the levy of ad valorem taxes for the City for fiscal year 2021-2022. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson Aye

Mr. Jefferson Aye

Mr. Hill Aye

Mayor Witt Aye

7. City Council Resolution No. 2021-131 - A resolution of the City Council of the City of Lake City, Florida, adopting the budget for fiscal year 2021-2022; and providing for an effective date. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2021-131, adopting the budget for fiscal year 2021-2022. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson Aye

Mr. Sampson Aye

Mr. Hill Aye

Mayor Witt Aye

PERSONS WISHING TO ADDRESS COUNCIL – None

OLD BUSINESS

Ordinances

At this time Mayor Witt closed the regular session and opened a public hearing for the purpose of hearing comments on City Council Ordinance No. 2021-2204. City Council Ordinance No. 2021-2204 was read by title. Mayor Witt asked if anyone wanted to be heard regarding City Council Ordinance No. 2021-2204. No one asked to be heard therefore Mayor Witt closed the public hearing.

8. City Council Ordinance No. 2021-2204 (final reading) - An ordinance of the City of Lake City, Florida, amending the code of the City of Lake City, Florida, Chapter 70, Article IV, Police Officers Retirement Fund; providing for the addition of a Section 70-106; providing for a share account (defined contribution component); providing for severability; providing for conflicts; providing for codification; and providing for an effective date. **Mr. Jefferson made a motion to approve City Council Ordinance No. 2021-2204, on first reading, amending the code of the City of Lake City, Florida, Chapter 70, Article IV, Police Officers Retirement Fund; providing for the addition of a Section 70-106, and providing for a share account (defined contribution component). Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

Other Items

9. Discussion and Possible Action - Fire Pension Board and General Employee Pension Board Appointee (Mayor Witt)

Mayor Witt stated he had a couple of people in mind for the positions and he will follow-up with them.

NEW BUSINESS

Ordinances

10. City Council Ordinance No. 2021-2202 (first reading) - An ordinance of the City Council of the City of Lake City, Florida, amending Chapter 104, entitled vegetation of the City Code of ordinances; providing for repeal of Section 40, titled creation of City Tree Board; appointment of members; terms of the City Code in its entirety; providing for severability; providing for codification; and providing for an effective date. **Mr. Sampson made a motion to adopt City Council Ordinance No. 2021-2202, on first reading, amending Chapter 104, entitled vegetation of the City Code of ordinances; providing for repeal of**

Section 40, titled creation of City Tree Board; appointment of members, and terms of the City Code in its entirety. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.

Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

11. City Council Ordinance No. 2021-2203 (first reading) - An ordinance of the City Council of the City of Lake City, Florida, amending the City Code to add a new Section Number 86-110.16 to Article III, Chapter 86, which provides for the permanent vacating of the two utility easements located between Lots 5 (Parcel 34-3S-16-02465-105) and Lot 6 (Parcel 34-3S-16-02465-106), and Lot 6 (Parcel 34-3S-02465-106) and Lot 7 (Parcel 34-3S-16-02465-107), all of said lots being located in the Stonegate Park Subdivision as recorded on a plat thereof and recorded in plat book 7, pages 61 and 62, of the public records of Columbia County, Florida; providing for conflicts; providing for severability; providing for codification; and providing an effective date. **Mr. Jefferson made a motion to adopt City Council Ordinance No. 2021-2203, on first reading, amending the City Code to add a new Section Number 86-110.16 to Article III, Chapter 86, which provides for the permanent vacating of the two utility easements located between Lots 5 (Parcel 34-3S-16-02465-105) and Lot 6 (Parcel 34-3S-02465-106), and Lot 6 (Parcel 34-3S-02465-106) and Lot 7 (Parcel 34-3S-16-02465-107), all of said lots being located in the Stonegate Park Subdivision as recorded on a plat thereof and recorded in plat book 7, pages 61 and 62, of the public records of Columbia County, Florida. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson	Aye
Mr. Hill	Aye
Mr. Sampson	Aye
Mayor Witt	Aye

Resolutions

12. City Council Resolution No. 2021-136 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an agreement with Marks Gray, P.A.; providing for the provision of special legal counsel services related to aviation at the Lake City Gateway Airport; and providing for an effective date. **Mr. Sampson made a motion to adopt City Council Resolution No. 2021-136, authorizing the execution of an agreement with Marks Gray, P.A., and providing for the provision of special legal counsel services related to aviation at the Lake City Gateway Airport. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson Aye
Mr. Jefferson Aye
Mr. Hill Aye
Mayor Witt Aye

13. City Council Resolution No. 2021-137 - A resolution of the City Council of the City of Lake City, Florida, authorizing the acceptance of a grant award in an amount of \$504,994.00 from the State of Florida, Department of Transportation; providing for the resurfacing of Patterson Avenue from United States Highway 90 to State Road 100A; and providing for an effective date.

PUBLIC COMMENT: Sylvester Warren discussed repaving for the north side of town.

Mr. Jefferson made a motion to adopt City Council Resolution No. 2021-137, authorizing the acceptance of a grant award in an amount of \$504,994.00 from the State of Florida, Department of Transportation, and providing for the resurfacing of Patterson Avenue from United States Highway 90 to State Road 100A. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.

Mr. Jefferson Aye
Mr. Hill Aye
Mr. Sampson Aye
Mayor Witt Aye

14. City Council Resolution No. 2021-138 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an agreement with the North Central Florida Regional Planning Council; providing for the receipt of comprehensive planning services; providing for compensation not-to-exceed \$23,500.00; and providing for an effective date. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2021-138, authorizing the execution of an agreement with the North Central Florida Regional Planning Council; providing for the receipt of comprehensive planning services, and providing for compensation not-to-exceed \$23,500.00. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson Aye
Mr. Sampson Aye
Mr. Hill Aye
Mayor Witt Aye

15. City Council Resolution No. 2021-139 - A resolution of the City Council of the City of Lake City, Florida, reappointing Steve Brown as the Director to serve on the Florida Gas Utility Board of Directors on behalf of the City and reappointing Paul Dyal, Executive Director of Utilities, as Alternate Director in the absence of Steve Brown; providing for the repeal of all prior resolutions in conflict with this resolution; and providing for an effective date. **Mr. Hill made a motion to adopt**

City Council Resolution No. 2021-139, reappointing Steve Brown as the Director to serve on the Florida Gas Utility Board of Directors on behalf of the City and reappointing Paul Dyal, Executive Director of Utilities, as Alternate Director in the absence of Steve Brown, and providing for the repeal of all prior resolutions in conflict with this resolution. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.

Mr. Hill	Aye
Mr. Jefferson	Aye
Mr. Sampson	Aye
Mayor Witt	Aye

16. **City Council Resolution No. 2021-140 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of the American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund Agreement with the State of Florida, Division of Emergency Management; providing for the receipt of fiscal recovery funds in the amount of \$6,186,544.00; providing for the reimbursement of certain expenses incurred due to the Covid-19 Public Health Emergency in accordance with the limitations prescribed in the act; providing for conflicts; and providing for an effective date. Mr. Sampson made a motion to adopt City Council Resolution No. 2021-140, authorizing the execution of the American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund Agreement with the State of Florida, Division of Emergency Management; providing for the receipt of fiscal recovery funds in the amount of \$6,186,544.00, and providing for the reimbursement of certain expenses incurred due to the Covid-19 Public Health Emergency in accordance with the limitations prescribed in the act. Mr. Hill seconded the motion.**

PUBLIC COMMENT: Sylvester Warren requested a workshop to communicate with the public what the funds would be spent on.

Mayor Witt stated he would be willing to hold a workshop.

A roll call vote was taken and the motion carried.

Mr. Sampson	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

17. **City Council Resolution No. 2021-141 - A resolution of the City Council of the City of Lake City, Florida, authorizing the write-off of delinquent utility accounts through September 30, 2019; finding the delinquent utility accounts to be uncollectable; and providing an effective date. Mr. Jefferson made a motion to adopt City Council Resolution No. 2021-141, authorizing the write-off of delinquent utility accounts through September 30, 2019; finding the**

delinquent utility accounts to be uncollectable. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.

Mr. Jefferson	Aye
Mr. Hill	Aye
Mr. Sampson	Aye
Mayor Witt	Aye

18. Emergency Item - City Council Resolution No. 2021-142 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a contract with C & K of Lake City, Inc., doing business as ServePro of Columbia and Suwannee Counties for the remediation of mold from the first floor of the City Hall building; providing for a contract price not to exceed \$34,292.35; providing for the execution of the contract; and providing for an effective date. (Dave Young)

Mr. Koberlein expressed needing clarification from Growth Management Director Dave Young, or Procurement Director Karen Nelmes on whether the contract had been authorized by the previous Interim City Manager, Ami Fields. The company was requiring half of the payment before starting services, which they planned to start on Friday, September 24, 2021.

Growth Management Director Dave Young stated C & K of Lake City, Inc. was requiring a down payment of half the contract price, and the second half once the job was completed.

Mr. Sampson made a motion to adopt City Council Resolution No. 2021-142, authorizing the execution of a contract with C & K of Lake City, Inc., doing business as ServePro of Columbia and Suwannee Counties for the remediation of mold from the first floor of the City Hall building; providing for a contract price not to exceed \$34,292.35, and providing for the execution of the contract. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.

Mr. Sampson	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

19. Emergency Item - City Council Resolution No. 2021-144 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an agreement with Michael D. Williams for management services related to the vacant City Manager position; and providing for an effective date.
This item was moved to the top of the agenda right after item #5.

DEPARTMENTAL ADMINISTRATION

Other Items

20. Discussion and Possible Action - Filling the vacancy of Council Member for City Council District 14.

PUBLIC COMMENT: Glenel Bowden expressed to Council to be as expeditious as they could with this process and to be fair.

Mayor Witt stated Mr. Greene resigned September 9, 2021, so the first week in November is when the position would need to be filled. He suggested all applications being in by mid-October and conducting interviews.

Mr. Sampson stated he preferred an election.

Members concurred on the application being due Thursday, October 7, 2021 by the close of business, with interviews being held on Wednesday, October 13, 2021 at 1:00PM. Applicants must submit a written statement of intent, along with qualifications being no more than two pages. Members also concurred for interested candidates to must have one-year residency and must submit a residency affidavit and show they are a qualified voter.

Public Comment: Stew Lilker asked members to clarify close of business.

Members concurred to discuss at the next meeting the process to utilize for ranking of the interested applicants.

Mr. Sampson made a motion to follow the procedure as outlined: No later than the close of the business day (5:00 PM) on Thursday, October 7, 2021, interested applicants are to submit to the City Clerk a written statement of interest and qualifications (no more than two pages); submit a residency affidavit; and proof they are a qualified voter, with interviews being held on October 13, 2021 starting at 1:00 PM. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.

Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

21. Discussion and Possible Action: Memorial Stadium (Todd Sampson)

Growth Management Director Dave Young and Mr. Bishop with North Florida Professional Services were in attendance to answer questions.

Mr. Bishop reported there was no reason the fields could not be used, the stands were not secure, and to not use the buildings underneath as they are free standing. He stated it would be a policing issue to keep people out of the stands.

Mr. Sampson made a motion to allocate up to \$3,000.00 for the purchase of the bleachers. The motion identifies the funding source as contingency fund. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.

Mr. Sampson	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

Mr. Sampson made a motion to authorize a Task Order for the engineering services from or of North Florida Professional Services in the amount of \$27,214.00 for Memorial Stadium. The funding source identified is contingency.

PUBLIC COMMENT: Sylvester Warren encouraged Council to distribute funds equally with North Marion Street.

Mr. Hill made a motion to spend funds on Memorial Stadium and North Marion Street with the money being spread equally. Mayor Witt reminded Mr. Hill that there was already on a motion on the floor.

Mr. Hill seconded Mr. Sampson's motion. A roll call vote was taken and the motion carried.

Mr. Sampson	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

PUBLIC COMMENT: Vanessa George addressed Council and asked for an update on the CRA and Beautification Project.

22. Discussion and Possible Action - SR47/I75 Groundbreaking Ceremony Scheduled for Wednesday, October 6, 2021 at 1:00 PM (Todd Sampson)

Mr. Sampson informed everyone the SR47/I75 Groundbreaking Ceremony is scheduled for Wednesday, October 6, 2021 at 1:00PM at the lift station on Ring Court.

23. Emergency Item - Discussion and Possible Action: Fire Department Staffing (Josh Wehinger)

Mr. Wehinger expressed to Council, due to the Covid outbreak and being short on staff, this has forced overtime. They are down three positions at the moment. **Mr. Sampson made a motion to authorize the reclassification of the four reservists' unpaid positions to four part time positions. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

At this time Mr. Koberlein expressed to Council that they needed to readdress Item #19; Council needed to instruct the Lake City Police Department to handle the background check on Mr. Williams; and to review his employment application. **Mr. Sampson made a motion for the Lake City Police Department to conduct the background check on Mr. Williams. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

COMMENTS BY COUNCIL MEMBERS

Reminder: Special Joint Florida Gateway College District Board of Trustees/City/County Meeting on Tuesday, September 21, 2021 at 6 PM in the Wilson S. Rivers Library & Media Center Building 200, Room 102.

Mr. Sampson reminded Council that the second meeting in October will be the second hearing for the Covid CDBG Grant for Richardson Community Center in the amount of 5.1 million. He encouraged citizens to come to this meeting. Mr. Sampson asked for an update on the CRA fund. Finance Director Donna Duncan reported the balance in the account has not changed since the last meeting, there is still roughly \$290,00.00.

Mr. Hill expressed disappointment in the Police Department with the recent shooting in Youngs Park. **Mr. Hill made a motion to find funding to install video cameras in the parks. The motion did not receive a second.**

Mr. Sampson stated cameras may be helpful, but is unclear on the legality.

Chief Gilmore presented Council with a PowerPoint presentation and updated them on the crime rate statistics for the City.

Public Comment: Sylvester Warren spoke in opposition of the leadership at the Lake City Police Department.

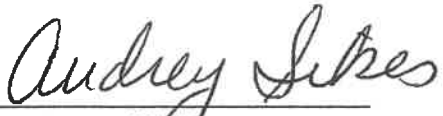
Public Comment: Vanessa George stated she is not against the police department and suggested having officers more visible in and around City parks.

Public Comment: Glenel Bowden spoke on the need to establish trust with law enforcement and the community.

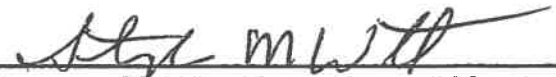
Public Comment: Ken Bochette shared an interaction he had with the Lake City Police Department regarding a call he placed for assistance.

ADJOURNMENT

All matters having been handled, the meeting adjourned at 7:47 PM on a motion made and duly seconded.



Audrey Sikes, MMC City Clerk



Stephen M. Witt, Mayor/Council Member

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on October 4, 2021 beginning at 6:00 P.M., in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida. Members of the public also viewed the meeting live on our YouTube Channel.

EVENTS PRIOR TO MEETING: 5:30 PM City Council Photo Session

PLEDGE OF ALLEGIANCE

INVOCATION –Mayor Stephen Witt

ROLL CALL

Mayor/Council Member	Stephen M. Witt
Vice Mayor/Council Member	Chris Greene
City Council	Jake Hill, Jr.
	Eugene Jefferson
	C. Todd Sampson
City Attorney	Frederick Koberlein, Jr.
Interim City Manager	Michael Williams
Sergeant-at-Arms	Chief Argatha Gilmore
City Clerk	Audrey Sikes

MINUTES

1. 9-13-2021 Council Workshop
2. 9-15-2021 Special Called City Council Meeting
3. 9-20-2021 Council Regular Session

Mr. Jefferson made a motion to approve the September 13, 2021 Council Workshop, September 15, 2021 Special Called Council Meeting, and the September 20, 2021 Regular Session minutes as presented. Mr. Hill seconded the motion and the motion carried unanimously on a voice vote.

APPROVAL OF AGENDA

Mayor Witt added the Pharmacists Month Proclamation to the agenda after approval of the agenda and removed Item #4 Permit application from Blue Grey Army, Inc., from the Consent Agenda for discussion. **Mr. Sampson made a motion to approve the agenda as amended. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.**

PROCLAMATION – Pharmacists Month

Mayor Witt presented the Pharmacists Month Proclamation to Sandra Buck-Camp.

4. Permit application from Blue Grey Army, Inc. to hold the Olustee Battle Festival starting with the set-up on Thursday, February 17, 2022. The festival will be held on Friday, February 18 through Saturday, February 19, 2022. All supporting documents, excluding

the certificate of insurance, have been provided. This approval is contingent upon receipt of the certificate of insurance prior to the event.

PUBLIC COMMENTS

- a.) Tony Buzzello the Commanding General for the Blue Grey Army spoke in support of the Olustee Festival.
- b.) Faye Warren the Executive Director of the Blue Grey Army spoke on insurance.
- c.) Glenel Bowden stated he would like for the Festival to be called something else and felt it should not be on the Consent Agenda.
- d.) Sylvester Warren spoke in opposition of the Olustee Festival.
- e.) Shawn Holmgren spoke in support of the Olustee Festival.
- f.) Tina Roberts spoke in support of the Olustee Festival.
- g.) Vanessa George spoke in opposition of the Olustee Festival.
- h.) Ken Bouche spoke in favor of the Olustee Festival.

Mr. Sampson made a motion approve the application as presented. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.

Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Nay
Mayor Witt	Aye

PERSONS WISHING TO ADDRESS COUNCIL

Glenel Bowden stated he requested the application process for the new City Manager to be made available to the public and suggested advertising in publications encouraging women or minorities to apply. He also asked for an update on Sally Mae Jerry Park.

Sylvester Warren asked the City to spend funds for trash cans and benches on North Marion Street.

Lester McKellum, the Executive Director of the Community Development Corporation inquired about the \$100,000.00 payment for 2021, and \$100,000.00 payment for 2022 for the Sweetwater Project. He reported the funds for 2022 would be needed before the third quarter next year. Mayor Witt asked Interim City Manager Michael Williams to look into this.

Bea Coker spoke on Council interference with administration and went over the handout she provided. She stated she would also email this to the City Clerk.

OLD BUSINESS

Ordinances

At this time Mayor Witt closed the regular session and opened a public hearing for the purpose of hearing comments on City Council Ordinance No. 2021-2202. City Council Ordinance No. 2021-2202 was read by title. Mayor Witt asked if anyone wanted to be heard regarding City Council Ordinance No. 2021-2202. Ken Bouche spoke on City

Council Ordinance No. 2021-2202. Upon completion of public comments, Mayor Witt closed the public hearing.

5. City Council Ordinance No. 2021-2202 (final reading) - An ordinance of the City Council of the City of Lake City, Florida, amending Chapter 104, entitled vegetation of the City Code of ordinances; providing for repeal of Section 40, titled creation of City Tree Board; appointment of members; terms of the City Code in its entirety; providing for severability; providing for codification; and providing for an effective date. **Mr. Jefferson made a motion to adopt City Council Ordinance No. 2021-2202, on final reading, amending Chapter 104, entitled vegetation of the City Code of ordinances; providing for repeal of Section 40, titled creation of City Tree Board; appointment of members, and terms of the City Code in its entirety. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

At this time Mayor Witt closed the regular session and opened a public hearing for the purpose of hearing comments on City Council Ordinance No. 2021-2203. City Council Ordinance No. 2021-2203 was read by title. Mayor Witt asked if anyone wanted to be heard regarding City Council Ordinance No. 2021-2203. No one asked to speak on City Council Ordinance No. 2021-2203, therefore Mayor Witt closed the public hearing.

6. City Council Ordinance No. 2021-2203 (final reading) - An ordinance of the City Council of the City of Lake City, Florida, amending the City Code to add a new Section Number 86-110.16 to Article III, Chapter 86, which provides for the permanent vacating of the two utility easements located between Lots 5 (Parcel 34-3S-16-02465-105) and Lot 6 (Parcel 34-3S-02465-106), and Lot 6 (Parcel 34-3S-02465-106) and Lot 7 (Parcel 34-3S-16-02465-107), all of said lots being located in the Stonegate Park Subdivision as recorded on a plat thereof and recorded in plat book 7, pages 61 and 62, of the public records of Columbia County, Florida; providing for conflicts; providing for severability; providing for codification; and providing an effective date. **Mr. Sampson made a motion to adopt City Council Ordinance No. 2021-2203, on final reading, amending the City Code to add a new Section Number 86-110.16 to Article III, Chapter 86, which provides for the permanent vacating of the two utility easements located between Lots 5 (Parcel 34-3S-16-02465-105) and Lot 6 (Parcel 34-3S-02465-106), and Lot 6 (Parcel 34-3S-02465-106) and Lot 7 (Parcel 34-3S-16-02465-107), all of said lots being located in the Stonegate Park Subdivision as recorded on a plat thereof and recorded in plat book 7, pages 61 and 62, of the public records of Columbia County, Florida. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson Aye
Mr. Hill Aye
Mr. Jefferson Aye
Mayor Witt Aye

Other Items

7. Discussion and Possible Action - Council to set the ranking process to be used for candidates providing submissions to serve as the successor of the unexpired term of the vacated City Council District 14 seat. (Mayor Witt)

Mayor Witt reminded the public all applications are due, October 7th at 5:00 PM with interviews starting October 13th at 1:00 PM.

Mr. Sampson stated he was unsure on the matrix, and preferred to nominate someone and then take a vote.

PUBLIC COMMENT: Stew Lilker expressed concern with the process. He suggested holding the interviews later than 1:00 PM. Mr. Lilker stated this should have been discussed during the Charter Review Process.

Mr. Sampson felt the questions and process were adequate.

PUBLIC COMMENT: Glenel Bowden provided a historical overview of the appointment process.

Mr. Jefferson expressed concerns with additional questions that Council could ask applicants and the need for consistency. Members concurred to ask each candidate the same additional questions.

Mr. Sampson made a motion to move forward with the interview questions as presented and the process. The motion provides at the end of the process for the council to decide based a motion, vote and a majority. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.

Mr. Sampson Aye
Mr. Hill Aye
Mr. Jefferson Aye
Mayor Witt Aye

Council concurred to start the process at 5:00 PM on Wednesday, October 13, 2021. Applicants will be scheduled every twenty (20) minutes.

8. Discussion and Possible Action - Fire Pension Board and General Employee Pension Board Appointee (Mayor Witt)

Mayor Witt stated Glenel Bowden has expressed interest in becoming the appointee for the General Employee Pension Board. He asked for this to be placed on the next agenda for consideration.

9. Discussion and Possible Action - On May 3, 2021 City Council Ordinance No. 2021-2189 was passed and adopted relating to the establishment of a temporary moratorium for 180 days related to the issuance of new business tax receipts that are related to activities that include electronic simulated gaming promotion or electronic sweepstakes and excepting renewals of existing business tax receipts. The temporary moratorium is set to expire on October 30, 2021. (Interim City Manager Mike Williams and Chief Gilmore)

Interim City Manager Mike Williams reported the moratorium would end this month if there was no action. As a result, the City would have no choice but to issue permits, and there would be a large influx of establishments in the City. Mr. Sampson inquired how the City of Live Oak structured their ordinance. Mr. Williams reported Live Oak limited their number of applications based upon population. He stated the City could obtain a copy of the ordinance. City Attorney Fred Koberlein stated the City could extend the ordinance to allow additional time to perform research. Mayor Witt stated he would agree to a 90-day extension of the moratorium. Mr. Hill concurred and suggested looking at the ordinance from the City of Live Oak. **Mr. Sampson made a motion to extend the moratorium ninety (90) days. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

NEW BUSINESS

Ordinances

10. City Council Ordinance No. 2021-2200 (first reading) An ordinance of the City of Lake City, Florida, amending the official zoning atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of less than ten contiguous acres of land, pursuant to an application, Z 21-06, by the property owner of said acreage; providing for rezoning from residential, single-family-2 (RSF-2) to commercial, neighborhood (CN) of certain lands within the corporate limits of the City of Lake City, Florida; providing severability; repealing all ordinances in conflict; and providing an effective date. **Mr. Jefferson made a motion to adopt City Council Ordinance No. 2021-2200, on first reading, amending the official zoning atlas of the City of Lake City Land Development Regulations, as amended; relating to the rezoning of less than ten contiguous acres of land, pursuant to an application, Z 21-06, by the property owner of said acreage, and providing for rezoning from residential, single-family-2 (RSF-2) to commercial, neighborhood (CN) of certain lands within the corporate limits of the City of Lake City, Florida. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

11. City Council Ordinance No. 2021-2201 (first reading) An ordinance of the City of Lake City, Florida, amending the text of the City of Lake City Land Development Regulations, as amended, pursuant to an application, LDR 21-03, by the City Council, providing for amending Section 3.1.1.3 entitled Planning and Zoning Board; organization, term of office by changing the term of office from three years to four years; providing for amending Section 3.2.1.3 entitled Board of Adjustment; organization, term of office by changing the term of office from three years to four years; providing severability; repealing all ordinances in conflict; and providing an effective date. **Mr. Jefferson made a motion to adopt City Council Ordinance No. 2021-2201, on first reading, amending the text of the City of Lake City Land Development Regulations, as amended, pursuant to an application, LDR 21-03, by the City Council, providing for amending Section 3.1.1.3 entitled Planning and Zoning Board; organization, term of office by changing the term of office from three years to four years, and providing for amending Section 3.2.1.3 entitled Board of Adjustment; organization, term of office by changing the term of office from three years to four years. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

12. Ordinance No. 2021-2205 (first reading) An ordinance of the City of Lake City, Florida, pursuant to Petition No. ANX 21-02, relating to voluntary annexation; making findings; annexing certain real property located in Columbia County, Florida, which is reasonable compact, and contiguous to the boundaries of the City of Lake City, Florida, into the boundaries of the City of Lake City, Florida; providing severability; repealing all ordinances in conflict; and providing an effective date. Price Creek **Mr. Sampson made a motion to adopt City Council Ordinance No. 2021-2205, on first reading, pursuant to Petition No. ANX 21-02, relating to voluntary annexation; making findings, and annexing certain real property located in Columbia County, Florida, which is reasonable compact, and contiguous to the boundaries of the City of Lake City, Florida, into the boundaries of the City of Lake City, Florida. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

13. City Council Ordinance No. 2021-2206 (first public hearing/transmittal public hearing) 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 21-03 by the City Council, under the amendment procedures established in Sections 163.3161 through 163.3248, Florida Statutes, as amended; providing for adding a property rights element to the Comprehensive Plan per Section 163.3161(10), Florida Statutes, as amended and Section 187.101(3), Florida Statutes, as amended; repealing all ordinances in conflict; and providing an effective date. **Mr. Sampson made a motion to adopt City Council Ordinance No. 2021-2206, on first public hearing/transmittal public hearing, 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 21-03 by the City Council, under the amendment procedures established in Sections 163.3161 through 163.3248, Florida Statutes, as amended, and providing for adding a property rights element to the Comprehensive Plan per Section 163.3161(10), Florida Statutes, as amended and Section 187.101(3), Florida Statutes, as amended. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

14. City Council Ordinance No. 2021-2207 (first reading) An ordinance of the City of Lake City, Florida, pursuant to Petition No. ANX 21-03, relating to voluntary annexation; making findings; annexing certain real property located in Columbia County, Florida, which is reasonable compact, and contiguous to the boundaries of the City of Lake City, Florida, into the boundaries of the City of Lake City, Florida; providing severability; repealing all ordinances in conflict; and providing an effective date. Georgia Oil. **Mr. Jefferson made a motion to adopt City Council Ordinance No. 2021-2207, pursuant to Petition No. ANX 21-03, relating to voluntary annexation; making findings, and annexing certain real property located in Columbia County, Florida, which is reasonable compact, and contiguous to the boundaries of the City of Lake City, Florida, into the boundaries of the City of Lake City, Florida. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

Resolutions

15. City Council Resolution No. 2021-145 - A resolution of the City Council of the City of Lake City, Florida, authorizing the addition of Michael D. Williams, the City Manager, as an authorized signor of all checks, vouchers, transfers or disbursements on all bank accounts of the City of Lake City, Florida; and providing for an effective date. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2021-145, authorizing the addition of Michael D. Williams, the City Manager, as an authorized signor of all checks, vouchers, transfers or disbursements on all bank accounts of the City of Lake City, Florida. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson	Aye
Mr. Hill	Aye
Mr. Sampson	Aye
Mayor Witt	Aye

16. City Council Resolution No. 2021-146 - A resolution of the City Council of the City of Lake City, Florida, authorizing Task Assignment Number Eighteen to the Continuing Contract with North Florida Professional Services, Inc., a Florida Corporation, for engineering services related to the inspection of the steel structure known as Memorial Stadium. **Mr. Sampson made a motion to adopt City Council Resolution No. 2021-146, authorizing Task Assignment Number Eighteen to the Continuing Contract with North Florida Professional Services, Inc., a Florida Corporation, for engineering services related to the inspection of the steel structure known as Memorial Stadium. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

17. City Council Resolution No. 2021-147 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a declaration of restrictive covenant; providing for issuance of a conditional site rehabilitation completion order by the Florida Department of Environmental Protection; providing for the imposition of certain restriction and engineering controls to reduce the risks associated with users of certain real property and the environment caused by contaminants; and providing for an effective date. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2021-147, authorizing the execution of a declaration of restrictive covenant; providing for issuance of a**

conditional site rehabilitation completion order by the Florida Department of Environmental Protection, and providing for the imposition of certain restriction and engineering controls to reduce the risks associated with users of certain real property and the environment caused by contaminants. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.

Mr. Jefferson	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

18. City Council Resolution No. 2021-148 - A resolution of the City Council of the City of Lake City, Florida authorizing the execution of an Interlocal Agreement with the Florida Gateway College; providing for the locating and mapping of utility facilities; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Sampson made a motion to adopt City Council Resolution No. 2021-148, authorizing the execution of an Interlocal Agreement with the Florida Gateway College, and providing for the locating and mapping of utility facilities. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

19. City Council Resolution No. 2021-151 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an amendment to the Public Transportation Grant Agreement with Florida Department of Transportation; providing for the rehabilitation of runway 5-23 at the airport; providing for a statutory exemption to the prohibition of employing the same entity for both design and construction engineering and inspection services; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2021-151, authorizing the execution of an amendment to the Public Transportation Grant Agreement with Florida Department of Transportation; providing for the rehabilitation of runway 5-23 at the airport, and providing for a statutory exemption to the prohibition of employing the same entity for both design and construction engineering and inspection services. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jefferson	Aye
Mr. Sampson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

DEPARTMENTAL ADMINISTRATION

20. Lake City Police Department requesting approval to transfer \$102,947.00 in funds from Department's FY21 budget 521-010.12 Salary account to Department's FY22 budget 521-060.64 Capital Outlay and Machinery account to bring laptops used by officers into compliance with SmartCop's standards. (Chief Gilmore)

Chief Gilmore reported the Information Technology Department made an assessment on their current laptops and determined the laptops could not handle an upgrade and made the recommendation to replace the laptops. Mr. Sampson inquired about funding sources. Chief Gilmore stated she would go back and look at potential funding sources.

Other Items

21. Approval for the Kiwanis Organization to place a shade structure over the playground equipment at Kiwanis Park, a City owned park, located behind First Federal Bank main office, on 90 W. The Kiwanis Organization purchased the shade structure and there is no expense to the City. (David Young, Growth Management Director)

Dave Young updated Council on the shade structure to be placed over the playground equipment at Kiwanis Park. **Mr. Sampson made a motion to grant the Kiwanis Organization permission to place a shade structure over the playground equipment at Kiwanis Park. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mayor Witt	Aye

22. Discussion and Possible Action - Meeting with County to negotiate for the possible combining of certain City and County services (Mayor Witt)

PUBLIC COMMENT: Sylvester Warren spoke in favor of having discussions with the County in a public setting.

PUBLIC COMMENT: Glenel Bowden spoke in favor of having discussion with the County.

PUBLIC COMMENT: Stew Lilker stated there was no proposition made before this board at this time.

Mr. Sampson made a motion to authorize Interim City Manager Mike Williams to begin discussions with the County per the letter. Public Comment: Mr. Lilker asked for clarification of the motion. Mr. Williams explained

the process that would be followed. Mr. Lilker encouraged transparency throughout the process for the media and public to attend. **Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Sampson	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

23. City Hall Update (Interim City Manager Mike Williams)

Mr. Williams reported he would be meeting this week with Dave Young to review renovation plans of the buildings. Final estimates will be obtained for the renovations, and these will be brought back to Council.

PUBLIC COMMENT: Sylvester Warren spoke on timelines for the renovations.

24. Memorial Stadium Update (Interim City Manager Mike Williams/Growth Management Director Dave Young)

Mr. Williams updated Council on Memorial Stadium and reported once the structure study comes back, it will be brought back before Council.

COMMENTS BY COUNCIL MEMBERS

Mr. Hill reminded members the City agreed to host the Northeast Florida League of Cities dinner in December. He suggested, due to Covid-19, to postpone until next year. Members concurred.

Mr. Sampson reminded members at the next meeting, October 18, 2021 there will be the hearing for Richardson and the Community Development Block Grant for \$5.1 million. He also stated he would like to see a unified look for the beginning of the City to the end of the City and suggested for the Community Redevelopment Advisory Committee to look into that. Mr. Sampson suggested the creation of an additional informal committee, a parks committee, to address all the parks city wide. Mr. Williams is to bring back options and recommendations as to committee structure. Mr. Sampson reminded staff to start looking at vision and mission planning so this can coincide with the new City Manager coming in.

PUBLIC COMMENT: Vanessa George suggested a multicultural appointment of members for this new committee.

ADJOURNMENT

All matters having been handled, the meeting adjourned at 7:55 PM on a motion made and duly seconded.



Audrey Sikes, MMC City Clerk



Stephen M. Witt, Mayor/Council Member

Each candidate will be scheduled for 20 minutes.

Scoring Matrix 0 – 3

0 – No answer given or answer completely irrelevant. No examples given.

1 – A few good points. No examples given.

2 – Good answer. All or most points covered. Good examples.

3 – Perfect answer. All points addressed. All points relevant. Good examples.

Mayor Witt to provide initial welcome.

Mayor Witt to ask three questions to validate their eligibility then provide the candidate two (2) minutes to provide a personal candidate statement. All will be ranked using the matrix above.

1. Have you resided in District 14 for the past year?
2. Are you a qualified voter?
3. Do you meet the minimum requirement to be considered for the District 14 City Council vacancy?
4. Please take two minutes to tell us a little bit about yourself and why you are the best candidate for this position.

The City Council Members will take turns and each ask one question of the candidate.

Mr. Jefferson

5. Please tell me about your education and/or skillset you would bring to the City Council.

Mr. Hill

6. Please share with us your knowledge of our community.

Mr. Sampson

7. Please share what organizations and/or community involvement you are active in.

Mayor Witt

Are there any additional questions from any member of council on the information you've heard today or on the information provided in the submission packet?

There is the potential to receive 21 points.

Council Member Name:

	Candidate 1	Candidate 2	Candidate 3	Candidate 4	Candidate 5	Candidate 6
Candidate Last Name						
Candidat First Name						
Interview Time						
1. Meets 1 year residency						
2. Is a qualified voter						
3. Meets the minimum requirements						
4. Personal Candidate Statement						
5. Education/Skillset						
6. Knowledge of Community						
7. Active Community Involvement						
Total Score						

Scoring Matrix 0 – 3

- 0 – No answer given or answer completely irrelevant. No examples given.
- 1 – A few good points. No examples given.
- 2 – Good answer. All or most points covered. Good examples.
- 3 – Perfect answer. All points addressed. All points relevant. Good examples.

NOTICE TO CITY COUNCIL DISTRICT 13 ELECTORS

**THE CITY COUNCIL FOR THE CITY OF LAKE CITY SHALL
BY A MAJORITY VOTE OF THE REMAINING MEMBERS,
CHOOSE A SUCCESSOR TO SERVE THE UNEXPIRED TERM
OF THE VACATED CITY COUNCIL DISTRICT 13 SEAT**

DEADLINE FOR SUBMISSIONS IS 5:00 PM, FEBRUARY 1, 2024

NOTICE IS HEREBY GIVEN pursuant to section 304(c)(2)(2) of the City Charter, if less than two (2) years and sixty (60) days remain in the term of office, the council shall within sixty (60) days from the date the vacancy occurred, by a majority vote of the remaining members, choose a successor to serve said unexpired term of the vacated council seat.

Eligibility requirements are as follows:

- Must be a qualified voter who has resided in District 13 for a minimum of one (1) year
- Must be eighteen (18) years of age or older and eligible to hold office

Interested candidates must submit the following to the City Clerk by 5:00 PM, Thursday, February 1, 2024 for consideration:

- Written statement of interest and qualifications
- Residency affidavit (form provided by the City)
- Proof of Qualified Voter

Submissions may be provided in person to the City Clerks Office located on the second floor of City Hall, at 205 North Marion Avenue, Lake City, Florida 32055 or by email to sikesa@lcfla.com.

For additional information please call 386-719-5756.

AUDREY E. SIKES, MMC.
City Clerk

File Attachments for Item:

10. City Council Ordinance No. 2024-2274 (first reading) - An ordinance of the City of Lake City, Florida, amending the City Code of Ordinances to create Article IX titled Shopping Carts, to regulate businesses within the City of Lake City, Florida, that provide shopping carts to customers; establishing shopping cart retention system requirements; establishing enforcement procedures; establishing a civil citation penalty; providing for codification; providing for severability; providing for repeals; and providing for an effective date.

Adopt City Council Ordinance No. 2024-2274 on first reading.

ORDINANCE 2024-2274

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE CITY CODE OF ORDINANCES TO CREATE ARTICLE IX TITLED SHOPPING CARTS, TO REGULATE BUSINESSES WITHIN THE CITY OF LAKE CITY, FLORIDA THAT PROVIDE SHOPPING CARTS TO CUSTOMERS; ESTABLISHING SHOPPING CART RETENTION SYSTEM REQUIREMENTS; ESTABLISHING ENFORCEMENT PROCEDURES; ESTABLISHING A CIVIL CITATION PENALTY; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEALS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the measures set forth in this Ordinance are intended to regulate businesses which make shopping carts available to customers throughout the City of Lake City, Florida (hereinafter the “City”); and

WHEREAS, imposing requirements upon businesses to implement a shopping cart retention system will improve the quality of life and reduce blight by reducing the likelihood that shopping carts will be dispersed beyond the location of the business and will instead be retained on the premises, promote safety of drivers, and discourage illegal removal of shopping carts from businesses; and

WHEREAS, this Ordinance provides for an implementation period, during which this Ordinance will not be enforced, allowing businesses to develop and implement a shopping cart retention system; and

WHEREAS, the public hearings were held pursuant to the published notices described at which hearings the parties in interest and all others had an opportunity to be and were, in fact heard.

NOW THEREFORE, BE IT ENACTED 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 incorporated herein.

Section 2. The Code of Ordinances of the City of Lake City, Florida is hereby amended by adding a new Article IX, which article reads as follows (words ~~stricken~~ are deletions; words underlined are additions):

ARTICLE IX - SHOPPING CARTS

Sec. 26-341 – Definitions.

Parking area means a lot or other property provided by a business for the use of customers to park automobiles or other vehicles while doing business in that establishment.

Shopping cart means a basket mounted on wheels or a similar device which is generally used in a business by a customer for the purpose of transporting goods of any kind.

Sec. 26-342 - Shopping Cart Retention System.

Every business that makes more than ten (10) shopping carts available to customers shall install and maintain a City approved retention system to retain all shopping carts within the premises of the business location, including any parking area the business has authority to use. Any business failing to implement or properly maintain a City approved retention system is in violation of this Article.

The retention system shall consist of the following:

- a. The business shall affix an identification sign on each shopping cart providing the name, address and phone number of the business.
- b. The business shall affix the following notice to all shopping carts:

WARNING

Any person who removes a shopping cart from the premises or parking area of the business, or is in the possession of any shopping cart, shall be presumed to be in possession of stolen property and is guilty of a misdemeanor of the first degree, punishable by a term of imprisonment of up to one (1) year as provided by Section 506.518, Florida Statutes.

- c. The business shall post signage in a conspicuous location notifying shopping cart users of the retention system and how such system operates.
- d. Permitted methods of retention shall include any one (1) or more of the following methods:
 - 1) A toll-free shopping cart recovery service system whereby any person who identifies a shopping cart outside of the premises or parking area of the business can call the number and a vehicle arranged by the business is dispatched to recover the cart;

- 2) Shopping carts equipped with a protruding arm or similar device preventing the carts from being removed from the interior of the business;
- 3) A system, which may be mechanical in nature, requiring a refundable deposit to use a shopping cart; such deposit should be of a reasonable amount that would not deter the use of the cart, but would encourage the return of the cart;
- 4) Shopping carts equipped with a wheel locking mechanism and anti-tilting bar that is used in conjunction with an electronic barrier along the perimeter of the area where shopping carts are allowed. The wheel locking mechanism shall activate when the shopping cart crosses the electronic barrier;
- 5) Shopping carts equipped with GPS technology that is used in conjunction with a locking mechanism and/or a retrieval operation protocol, such as a shopping cart retrieval management company or retrieval by employees of the business.

Sec. 26-343 - Retention system plan submission; review.

Every business that utilizes shopping carts shall submit its shopping cart retention system plan to the City. Based upon the requirements set forth in Section 26-342, the City shall approve or disapprove the plan within fifteen (15) business days of the plan being submitted and send written notice of the decision to the business. If approved, the proposed plan shall be implemented no later than thirty (30) days after the date of its approval.

Sec. 26-344 - Enforcement; penalties; civil citation.

The City may enforce this article by civil citation. In addition, businesses which are not in compliance with this article shall be subject to appropriate civil action in the court of appropriate jurisdiction for injunctive relief, not limited to the fees as set forth below.

	<u>Failure to implement and maintain an approved shopping cart retention system</u>	<u>I</u>	<u>\$250.00</u>
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Section 3. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance which can be given effect

without the invalid provision or application, and to this end the provisions of this ordinance are severable.

Section 4. Conflicts. All ordinances, resolutions, official determinations or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this ordinance are hereby repealed to the extent inconsistent herewith.

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 a part of the Code of the City of Lake City, Florida, and the sections may be renumbered in order to accomplish such intentions.

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

PASSED upon first reading this ____ day of _____ 2024.

NOTICE PUBLISHED on the _____ day of _____ 2024.

PASSED AND ADOPTED on the _____ day of _____ 2024.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

By: _____
Thomas J. Kennon, III,
City Attorney

File Attachments for Item:

11. City Council Ordinance No. 2024-2275 (first reading) - An ordinance of the City of Lake City, Florida, amending the City Code to add new Section Number 86-2 to Part III, Chapter 86, Article I; providing for the regulation of Public Parks, park hours, and penalties for violations; providing for severability; providing for the repeal of conflicts; providing for codification; and providing an effective date.

Adopt City Council Ordinance No. 2024-2275 on first reading.

ORDINANCE 2024-2275

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE CITY CODE TO ADD NEW SECTION NUMBER 86-2 TO PART III, CHAPTER 86, ARTICLE I; PROVIDING FOR THE REGULATION OF PUBLIC PARKS, PARK HOURS, AND PENALTIES FOR VIOLATIONS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF CONFLICTS; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS the City of Lake City, a political subdivision of the State of Florida (hereinafter the “City”), operates a number of City Parks for the benefit of the public; and

WHEREAS the City desires to adopt rules and regulations that are applicable and enforceable to various City Parks; and

WHEREAS the City Council finds that it is in the best interests of the citizens of the City to amend the City Code to add new Section Number 86-2 to Part III, Chapter 86, Article I.

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 incorporated herein.

Section 2. The following Section of Chapter 86, Article I, of the City Code of Ordinances titled “Regulation in Parks: Hours; Penalties”, which creates regulations of public parks, shall be established as follows (words ~~stricken~~ are deletions; words underlined are additions):

Sec. 86-2. – Regulation in parks: hours; penalties.

- (a) Purpose. It is the purpose of this section to protect the public health, welfare and safety by regulating the hours of use of and activities in city parks. The City Council finds that these regulations are necessary to protect the safety, integrity and lawful use of city parks so that they can be enjoyed by all citizens, and that these regulations are the minimum necessary to carry out this purpose. These regulations shall be interpreted to carry out this intent.
- (b) Use of park prohibited when closed. No person shall use or enter or be present on any portion of any city park during the hours that the park is closed in accordance with this section, unless they are participating in an activity authorized and supervised by the city.

- (c) Park hours. Halpatter Park, Kiwanis Park, Lake Desoto Park, Lake Isabella Park, Olustee Park, Sallie Mae Jerry Memorial Park, the Veteran's Plaza, Wilson Park, and Young's Park shall be open from 30 minutes before sunrise until 30 minutes after sunset. Campbell Park/Lake Montgomery Park shall be open from 7:00 A.M. until 8:00 P.M. during the months of June, July, and August. Campbell Park/Lake Montgomery Park shall be open from 8:00 A.M. until 5:00 P.M. at all other times not specified herein.
- (d) City manager may set more restrictive closing hours. The city manager may establish in writing closing hours for parks more restrictive than the closing hours provided above for a period of not more than 30 days when necessary to protect the public health, welfare and safety, and based upon the following factors to be taken into consideration when the closing hours are set:
- (1) The amount of daylight at the time of year during which the closing hours will be in effect.
 - (2) The availability of artificial lighting.
 - (3) The ability to provide (and the cost of providing) adequate police protection during the hours the park is open.
 - (4) The occurrence of acts of vandalism or other crimes in the park.
 - (5) The prevention of the deterioration of existing buildings, playground apparatus or other structures or facilities.
 - (6) The prevention of the deterioration of shrubbery, trees and grass.
 - (7) The protection of new plantings of grass, trees or shrubbery.
- (e) Filing memorandum of new hours. The city manager shall file a memorandum with the city clerk and chief of police establishing any new closing hours set by the city manager pursuant to subsection (4).
- (f) City Council may set different opening and closing hours. The City Council by resolution may at any time set different opening and closing hours for any public park.
- (g) Posting of hours. A sign shall be posted at each main authorized entrance to each city park identifying the park and stating the current hours during which the park or area is open and closed. The signs shall also indicate that using the park during closed hours is prohibited.
- (h) Allowance of activities. The city manager may authorize a particular activity to be carried on in a city park during the closed hours set for that park or area, so long as the activity to be carried on does not violate the considerations contained in subsection (d) above and the activity is supervised by at least one city employee. A fee shall be charged for the activity to offset additional costs to the city.
- (i) Penalties. Pursuant to Florida Statute § 162.22, any person who violates this section may be sentenced to pay a fine, not to exceed \$500, and may be

sentenced to a definite term of imprisonment, not to exceed 60 days, in a municipal detention facility or other facility as authorized by law. The failure of the alleged violator to see or understand, or of the City to erect, any signs or other notices provided for in this section shall not be a defense to or in the prosecution of any violation of this section.

Section 3. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

Section 4. Conflicts. All ordinances, resolutions, official determinations or parts thereof previously adopted or entered by the City or any of its officials and in conflict with this ordinance are hereby repealed to the extent inconsistent herewith.

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 a part of the Code of the City of Lake City, Florida, and the sections may be renumbered in order to accomplish such intentions.

[Remainder of this page left blank intentionally.]

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

PASSED upon first reading this ____ day of _____ 2024.

NOTICE PUBLISHED on the _____ day of _____ 2024.

PASSED AND ADOPTED on the _____ day of _____ 2024.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND
LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

By: _____
Thomas J. Kennon, III,
City Attorney

File Attachments for Item:

12. City Council Resolution No. 2024-010 - A resolution of the City Council of the City of Lake City, Florida, declaring one firearm to be surplus to the City's needs; providing for the conveyance of the firearm to Sergeant Jason Byrd for his outstanding service to the City and its citizens during his career with the Lake City Police Department; and providing for the removal of the firearm from the fixed assets of the City.

CITY COUNCIL RESOLUTION NO. 2024-010

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, DECLARING ONE FIREARM TO BE SURPLUS TO THE CITY'S NEEDS; PROVIDING FOR THE CONVEYANCE OF THE FIREARM TO SERGEANT JASON BYRD FOR HIS OUTSTANDING SERVICE TO THE CITY AND ITS CITIZENS DURING HIS CAREER WITH THE LAKE CITY POLICE DEPARTMENT; AND PROVIDING FOR THE REMOVAL OF THE FIREARM FROM THE FIXED ASSETS OF THE CITY.

WHEREAS, the City Council of the City of Lake City, Florida (hereinafter the "City"), has received from the Lake City Police Department (hereinafter the "LCPD") the *Fixed Asset Disposition Request* for one Smith & Wesson M&P 9 MM pistol with a serial number of NLN2291 (hereinafter the "Property"); and

WHEREAS, the City and the Fraternal Order of Police contract provides that the service weapons of officers who serve the City and retire in good standing after more than twenty (20) years of service or those that are eligible for pension benefits will be provided their service weapons upon leaving the LCPD; and

WHEREAS, the City Council finds that Sergeant Jason Byrd served the City and its citizens with honor, dignity, and respect and, therefore, his respective service weapon shall be conveyed to him; and

WHEREAS, the City Council finds that the Property shall be removed from the Fixed Assets 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 are incorporated herein and made a part of this resolution.

Section 2. The Property described herein is hereby declared surplus to the City's needs.

Section 3. The City is hereby authorized to convey the Property to Sergeant Jason Byrd.

Section 4. The City shall remove the Property from the City's fixed assets.

PASSED AND ADOPTED at a meeting of the City Council this ____ day of January 2024.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND
LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

By: _____
Thomas J. Kennon, III,
City Attorney



Lake City Police Department

Intra-Departmental Correspondence Form



24-I-001

To: Dee Johnson, Interim City Manager
From: Chief Gerald Butler *GB*
Subject: Release of Weapon to Retired Sgt. Jason Byrd
Date: January 8, 2024

Please refer to the attached information which I would like to have placed on the Council's agenda for January 16, 2024.

Please advise if you have any questions.

Cc: Administrative File

CITY OF LAKE CITY
FIXED ASSET DISPOSITION REQUEST

Department: LCPD Date Completed: 12/29/23

Fixed Asset Number (From Fixed Asset Listing)

Identify Fixed Asset: S\$W M&P 9 MM Serial Number NLN2292

Description of Asset (complete all applicable items)

Make: Smith and Wesson Pistol

Model: M&P 9 MM

Color: N/A

Size: N/A

Vehicle #: _____

Serial Number (if applicable): NLN2291

Other Information (if available)

Date purchased: 8/3/2021

Who purchased from: ProForce Law Enforcement

Cost (original): \$829.90

Disposition:

Reason: Retired Police Officer Presentation (Jason Byrd)

Fair Market Value \$: 924.97

Method used to determine fair market value: Replacement Quote

Requested Disposition (circle one) Transfer Trade-In Sale Other

If other (explain): Presented to Officer for years of service per FOP contract

If transfer, to what _____

department? If sale, requested No cost to officer _____

Department Head Signature:  Date: 1/8/24

Finance Director: _____ Date: _____

CITY MANAGER USE ONLY

Submit to City Council for approval: Yes No Council Approval: _____

City Manager Approval Signature: _____ Date: _____



Lake City Police Department

Intra-Departmental Correspondence Form



To: Chief Gerald Butler
From: Assistant Chief Andy Miles *Am*
Subject: Weapon Release
Date: December 29, 2023

Sergeant Jason Byrd has recently retired after serving the City of Lake City and its residents for over 24 years. Sergeant Byrd retired in good standing. The current FOP/City of Lake City Police Department contract advises that any officer who retires in good standing with the Lake City Police Department will be given (at no charge) their service weapon. Sergeant Byrd meets those standards.

Sergeant Byrd understands that he must pay the FDLE background check fee to get the weapon placed in his name and complete a background from an authorized firearms dealer. It has been the practice that the Lake City Police Department use American Pawn and Gun to complete these transactions. American Pawn and Gun does not charge the Police Department or the City of Lake City a fee for assisting with this process.

This weapon will need to be replaced and the replacement price is \$942.97. Attached is a quote from Pro Force. They have been the gun supplier for our last 3 major gun purchases, and are in good standing with the City of Lake City as a vendor.

The serial number for the gun to be awarded to Sergeant Byrd is NLN2292.

The following needs to be accomplished to get this completed:

- An asset removal form must be completed and forwarded to Finance.
- The weapon must be removed from LCPD's asset list by Finance.
- A request must be completed by the Chief of Police to City Council to award this weapon to Sergeant Byrd.
- A letter from the Chief of Police addressed to American Pawn approving the release of this weapon to Sergeant Byrd.
- The weapon will be removed from LCPD property.

Once all of this is completed the firearm will be turned over to American Pawn so they can complete all the necessary paperwork to get the gun out of Lake City Police Department's name, complete the background form and turn the gun over to Sergeant Byrd.

PROFORCE LAW ENFORCEMENT

2625 Stearman Drive, Prescott AZ, 86301
 Tel: 928-776-7192 Fax: 928-445-3468
 email: sales@proforceonline.com www.proforceonline.com

O R D E R	QUOTE#	PAGE
	663904	1
Q U O T E	SHIP DATE	
	A.S.A.P.	

SOLD
TO

LAKE CITY, CITY OF
 205 N MARION AVENUE

 LAKE CITY FL 32055

SHIP
TO

CITY OF LAKE CITY
 POLICE DEPARTMENT
 225 NW MAIN BLVD SUITE 102
 LAKE CITY FL 32055

JOB #	ORD. DATE	CUST.#	LOC.	SALESMAN	SHIP VIA	FRT.
NA	09/21/23	082120	A	RYAN COX	F-2D FOB ORIGIN	

QTY. ORDER	ITEM NO./DESC.	UNIT PRICE	UOM DISC.	NET PRICE
1	13614-XFET S&W MP2 OR 9MM PST FT NS 17RD 4.25" NTS OPT RDY FSS*D/S ONLY	467.97	EA .00	467.97
1	RM06-C-700672 TRJ RMR TYPE 2 SIGHT 3.25 MOA ADJ LED RED DOT	475.00	EA .00	475.00
<p>IMPORTANT NOTICES: This quotation is based on the issuance of a department purchase order and F.E.T. form. ATF or the manufacturer may require additional forms. Sample forms may be found at: http://www.ProForceonline.com/forms.html</p> <p>Standard Terms are Net 30 days. If department policy does not allow for partial shipments and payments, separate purchase orders for each item will be necessary.</p> <p>Standard manufacturer's warranty applies to all department</p> <p>This quote is valid for 45 days from date of issue, pending credit approval, and is subject to manufacturer's availability and price change. Please call (800) 367-5855 if this bid is still pending on the expiration date for updated pricing. ProForce Law Enforcement agrees to defend, indemnify and</p>				
COMMENT				
TERMS				

PROFORCE LAW ENFORCEMENT

2625 Stearman Drive. Prescott AZ, 86301
 Tel: 928-776-7192 Fax: 928-445-3468
 email: sales@proforceonline.com www.proforceonline.com

O R D E R	QUOTE#	PAGE
	663904	2
Q U O T E	SHIP DATE	
	A.S.A.P.	

SOLD
TO

LAKE CITY, CITY OF
 205 N MARION AVENUE

 LAKE CITY FL 32055

SHIP
TO

CITY OF LAKE CITY
 POLICE DEPARTMENT
 225 NW MAIN BLVD SUITE 102
 LAKE CITY FL 32055

JOB #	ORD. DATE	CUST.#	LOC.	SALESMAN	SHIP VIA	FRT.
NA	09/21/23	082120	A	RYAN COX	F-2D FOB ORIGIN	

QTY. ORDER	ITEM NO./DESC.	UNIT PRICE	UOM DISC.	NET PRICE
	<p>hold harmless its customers from claims for personal injury or property damages, to the extent arising from the negligent acts or omissions of ProForce Law Enforcement or its employees, agents or independent contractors.</p> <p>ORDERING INSTRUCTIONS: Please reply to your sales representative in writing to process this order or send an email to danny.gonzales@proforceonline.com. For orders over \$5,000, a PO or signed quote is required to process the order.</p> <p>Returned items are subject to 20% restocking fee. All sales are final on non-stocked/special order items</p> <p>IMPORTANT: To order from this quotation, please sign below.</p> <p>Printed Name: _____</p> <p>-</p> <p>Date: _____ P.O.: _____</p> <p>-</p> <p>Signature: _____</p>			

COMMENT	SALES AMOUNT	942.97
BY: DANNY GONZALES		
TERMS DUE NET 30 DAYS		



LAKE CITY PD



ITEMS BY CATEGORY: LETHAL WEAPONS
SUB CATEGORY: SIDEARM



LCPD22PRT000002

Brand: SMITH & WESSON
Lifetime Expiration: N/A
Issue Date: 8/31/2022
Assigned To: BUTLER, GERALD VINCENT
Model No: M&P 2.0
Inventory Date: 3/28/2022
Inventory Location: LCPD - ARMORY
Description: 9MM Handgun
Serial No: NKU5378
Agency ID: LCPD
OAN: Butler



LCPD22PRT000004

Brand: SMITH & WESSON
Lifetime Expiration: N/A
Issue Date: 8/31/2022
Assigned To: JOHNSON-JONES, TYLER A
Model No: M&P 2.0
Inventory Date: N/A
Inventory Location: JOHNSON-JONES, TYLER A
Description: 9MM handgun
Serial No: NLN5181
Agency ID: LCPD
OAN: Johnson-Jones



LCPD22PRT000006

Brand: SMITH & WESSON
Lifetime Expiration: N/A
Issue Date: 9/28/2022
Assigned To: Stock
Model No: M&P 2.0
Inventory Date: N/A
Inventory Location: Stock
Description: 9MM Handgun
Serial No: NLN0285
Agency ID: LCPD
OAN: Inventory



LCPD22PRT000007

Brand: SMITH & WESSON
Lifetime Expiration: N/A
Issue Date: 8/31/2022
Assigned To: BUTLER, GERALD VINCENT
Model No: M&P 2.0
Inventory Date: 3/28/2022
Inventory Location: BUTLER, GERALD VINCENT
Description: 9MM Handgun
Serial No: NLN5173
Agency ID: LCPD
OAN: Butler



LCPD22PRT000008

Brand: SMITH & WESSON
Lifetime Expiration: N/A
Issue Date: 12/29/2023
Assigned To: Stock
Model No: M & P 2.0
Inventory Date: N/A
Inventory Location: Stock
Description: 9MM Handgun
Serial No: NLN8100
Agency ID: LCPD
OAN: inventory



LCPD22PRT000010

Brand: SMITH & WESSON
Lifetime Expiration: N/A
Issue Date: 8/31/2022
Assigned To: MILES, JOHN A
Model No: M&P 2.0
Inventory Date: 3/28/2022
Inventory Location: MILES, JOHN A
Description: 9MM Handgun
Serial No: NLN2291
Agency ID: LCPD
OAN: Miles



LCPD22PRT000011

Brand: SMITH & WESSON
Lifetime Expiration: N/A
Issue Date: 8/31/2022
Assigned To: MILES, JOHN A
Model No: M&P 2.0
Inventory Date: 3/28/2022
Inventory Location: MILES, JOHN A
Description: 9MM
Serial No: NKZ3489
Agency ID: LCPD
OAN: Miles



LCPD22PRT000012

Brand: SMITH & WESSON
Lifetime Expiration: N/A
Issue Date: 12/29/2023
Assigned To: Stock
Model No: M&P 2.0
Inventory Date: 3/28/2022
Inventory Location: Stock
Description: 9MM Handgun
Serial No: NLN2292
Agency ID: LCPD
OAN: J. Byrd

(3) Additional Compensation for Field Training Officers

Each Field Training Officer will receive one (1) additional hour of pay for each day the FTO is at work and has been assigned a recruit. This additional compensation shall be considered as time worked for purposes of computing overtime.

11.3 Legislated Costs

If any additional compensation or benefits, beyond those already provided for in state statutes, are legislated by the state, and the cost of such additional compensation or benefits is not funded by the state, thereby increasing payroll and benefit costs to the City, the parties agree that such cost increases shall be the subject of negotiation as to impact on the salaries and benefits contained in this Agreement. "Compensation or benefits" includes, but is not limited to: pensions or other retirement benefits; workers' compensation or other disability programs; sick leave, holidays, or other paid leaves; uniform or clothing allowances; training, certification or educational incentive compensation; but excluding the benefits currently provided in Chapter 185, Florida Statutes.

11.4 Pension

All bargaining unit positions and employees in those positions, covered by this agreement, shall be covered by the F. S. Chapter 185 Plan as established by the City of Lake City provided they meet the eligibility requirements of same.

Employees who retire in good standing (a) after 20 years of service or (b) are eligible for pension benefits, will be allowed to keep their issued sidearm.

In accordance with F.S. § 185.35, 100% of the revenue from the premium tax on the retirement plan will be used to fund the retirement benefits in effect as of the effective date of this Agreement.

File Attachments for Item:

13. City Council Resolution No. 2024-011 - A resolution of the City Council of the City of Lake City, Florida, confirming and upholding the City of Lake City's Historic Preservation Agency's issuance of a Certificate of Appropriateness as to COA 23-31, submitted by Rocky Ford as owner; providing for conflicts; and providing for an effective date.

CITY COUNCIL RESOLUTION NO. 2024-011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, CONFIRMING AND UPHOLDING THE CITY OF LAKE CITY'S HISTORIC PRESERVATION AGENCY'S ISSUANCE OF A CERTIFICATE OF APPROPRIATENESS AS TO COA 23-31, SUBMITTED BY ROCKY FORD AS OWNER; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City's Historic Preservation Agency held a notice public meeting on November 7, 2023, and considered COA 23-31, submitted by Rocky Ford as owner, requesting a Certificate of Appropriateness on City of Lake City Parcel No. 13319-000; and

WHEREAS, at the conclusion of the public hearing, the Historic Preservation Agency voted to approve application COA 23-31 and issue a Certificate of Appropriateness to Rocky Ford; and

WHEREAS, citizens then filed their appeals as to the issuance of the Certificate of Appropriateness for application COA 23-31, which citizens included Vicki Lang, Brenda Douglass, Steven Layton, Patricia K. Trimble, and Nancy Wozniak; and

WHEREAS, the City Council of the City of Lake City, Florida held its Special Called Council meeting on December 27, 2023, to consider the aforementioned appeals of COA 23-31, at which the Certificate of Appropriateness as to application COA 23-31 was affirmed by majority vote of the City Council.

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 incorporated herein and made a part of this resolution.

Section 2. The issuance of the Certificate of Appropriateness as to Application COA 23-31 is affirmed by majority vote of the City Council.

Section 3. Based upon the presentation and evidence presented by City staff of Growth Management and application of that evidence as to the applicable provisions of Article 10 of the City of Lake City’s Land Development Regulations, the City Council considered the exterior changes visible to the public and determined that there was competent and substantial evidence to affirm the Certificate of Appropriateness as to COA 23-31.

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

Section 5. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED at a meeting of the City Council this ____ day of January 2024.

CITY OF LAKE CITY, FLORIDA

By: _____
Stephen M. Witt, Mayor

ATTEST:

APPROVED AS TO FORM AND
LEGALITY:

By: _____
Audrey E. Sikes, City Clerk

By: _____
Thomas J. Kennon, III,
City Attorney

File Attachments for Item:

14. Discussion and Possible Action: City Attorney (City Attorney Todd Kennon)



ROBINSON KENNON & KENDRON, P.A.

BRUCE W. ROBINSON* †
KRIS B. ROBINSON
JENNIFER C. BIEWEND

ATTORNEYS AT LAW
582 W. DUVAL STREET
LAKE CITY, FLORIDA 32055
TEL (386) 755-1334 FAX (386) 755-1336
WWW.RKKATTORNEYS.COM

THOMAS J. KENNON††
JOHN J. KENDRON
STEPHEN P. MERCER
KELLEN G. VINCENT

January 2, 2024

Mayor and City Councilmembers
Via: Hand Delivery

Re: Resignation

Dear Mayor and City Councilmembers:

This correspondence shall serve as my resignation as the City Attorney for the City of Lake City, Florida. Pursuant to the *Legal Services Agreement Between the City of Lake City, Florida and Robinson, Kennon & Kendron, P.A. and Folds & Walker, LLC*, I am providing the required sixty (60) days written notice to the City. I have no objection if the City Council shortens the sixty (60) day time period.

Given past and recent events of the City Council, I believe the relationship between my firm, and the City Council cannot continue. I have enjoyed working with the City staff and administration during my tenure as the City Attorney and wish the City the best going forward.

Very truly yours,

Thomas J. Kennon, III
For the Firm

TJK/alj

Cc: Danielle Adams, Esq.
Audrey Sikes
Demetrius Johnson
Michelle Cannon
Joyce Bruner

CITY COUNCIL RESOLUTION NO. 2022-099

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING AND RATIFYING THE APPOINTMENT OF A CITY ATTORNEY; PROVIDING FOR THE APPOINTMENT OF THE LAW FIRMS OF ROBINSON, KENNON & KENDRON, P.A., AND FOLDS & WALKER, LLC; PROVIDING FOR THE EXECUTION OF AN AGREEMENT FOR LEGAL SERVICES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, a vacancy is anticipated in the position of City Attorney of the City of Lake City, Florida (hereinafter the "City"), resulting from the resignation of the most recently appointed City Attorney; and

WHEREAS, the City Council received proposals pursuant to a request for proposals (RFP 2022-20) for legal services; and

WHEREAS, the City Council finds that the award of the work to the law firms of Folds & Walker, LLC, and Robinson, Kennon & Kendron, P.A., (collectively referred to as the "Law Firms") is in the best interests of the City; and

WHEREAS, the City Council finds that it is in the best interest of the City to memorialize the appointment of the Law Firms in accordance with the general terms and conditions of the agreement titled *Legal Services Agreement Between the City of Lake City, Florida, Robinson Kennon & Kendron, P.A., and Folds & Walker, LLC* (hereinafter the "Agreement"), attached hereto as "Exhibit A".

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

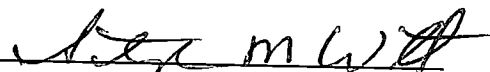
Section 1. The above recitals are all true and accurate and are incorporated herein and made a part of this resolution.

Section 2. The Mayor is hereby authorized to execute for and on behalf of the City the aforementioned Agreement.

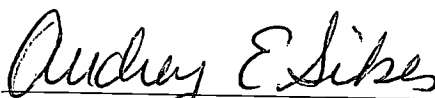
Section 3. Effective Date. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED at a meeting of the City Council this 3rd day of October 2022.


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

**LEGAL SERVICES AGREEMENT BETWEEN THE CITY OF LAKE CITY,
FLORIDA, ROBINSON KENNON & KENDRON, P.A., AND
FOLDS & WALKER, LLC**

This Agreement for Legal Services is entered into between the City of Lake City, Florida (hereinafter the "City"), a municipal corporation, and the law firms of Robinson, Kennon & Kendron, P.A., and Folds & Walker, LLC (hereinafter the "Law Firms") in accordance with the provisions and requirements of the City Charter and City Code, and collectively referred to herein from time to time as the "Parties".

WITNESSETH

WHEREAS, the City Charter requires the City Council to appoint a City Attorney as it deems necessary, and the City Council may appoint assistant City Attorneys, all of whom shall act as legal advisors and provide the City, and its officers and agencies, with legal advice and services required from time to time relating to the operation of the City; and

WHEREAS, the City advertised a solicitation (RFP 2022-20) to procure a City Attorney and a proposal was received from the Law Firms, a copy of which is available in the City Clerk's office; and

WHEREAS, the City Council finds it in the best interests of the City to appoint Robinson, Kennon & Kendron, P.A., as the City Attorney with the understanding that Folds & Walker, LLC shall also be appointed as assistant City Attorneys; and

WHEREAS, the Parties wish to enter into an Agreement memorializing the City and City Attorneys' relationship and specifying the terms and conditions of the legal services arrangement between the Parties as more particularly set forth herein; and

WHEREAS, the Parties to this Agreement believe such a contractual Agreement will be in the best interest of the Parties as well as the citizens of the City.

NOW, THEREFORE, in consideration of the mutual covenants, promises, rights, and responsibilities of the Parties hereto, the Parties covenant and agree as follows:

TERM

1. The effective date of this Agreement shall be the 15th day of October 2022 and shall remain in full force and effect until terminated by either party as provided herein. The City Attorneys recognize and acknowledge that the City reserves the right to terminate the appointment of the City Attorney at any time for cause or no cause upon sixty (60) days' written notice to the City Attorneys. The City Attorneys shall have the right to resign as City Attorney upon sixty (60) days' written notice to the City. Upon the resignation of the City Attorney, the appointment of the City Attorneys' associates as assistant City Attorneys shall also terminate.

2. In the event the City Attorneys are terminated, the City Attorneys shall be entitled to all compensation and expenses billed, and otherwise provided herein, within thirty (30) days of the effective date of termination.

BILLING

1. The City agrees to compensate the City Attorneys for those services rendered and included in the City Attorneys' Proposal to the City's RFP 2022-20, titled "Tab 4: Fee Proposal", a copy of which is attached hereto as "Exhibit A" and hereby incorporated as if fully set forth herein.

2. Each monthly invoice shall itemize the services rendered by providing the nature of the services rendered, the date such service was rendered, and the amount of time expended in providing the services.

3. Each monthly invoice shall itemize all expenses and costs incurred and identified within the "Reimbursement of Costs" section of Exhibit A.

4. The invoice shall be due upon receipt. The City agrees to pay the bill no later than the thirtieth (30th) day from the date it was submitted to the City. All invoices not paid within thirty (30) days from the billing shall bear interest on the unpaid balance at one and one-half percent (1 1/2%) per month. Interest will be applied monthly to any unpaid balance. The City further agrees to timely pay all invoices as required by and be subject to the provisions of Part VII, Chapter 218, Florida Statutes, referred to as the "Local Government Prompt Payment Act". The failure to pay any invoice for fees and costs rendered to the City in accordance with this Agreement will constitute a default by the City. In the event of default, the City consents to the City Attorney's immediate cessation of all legal services on the City's behalf and to the City Attorney's withdrawal as the City's counsel from all pending litigation.

GENERAL

1. The City Attorneys shall keep the City informed of the status of the City's matters and will send the City copies of all correspondence and pleadings related to the representation of the City, so that the City Council, City administration may be aware of the City's legal affairs.

2. During the course of certain City matters, the City may be required to provide to the City Attorneys documents such as tax records, expense records, bank records, deeds, etcetera. The City Attorneys will hold the records for the City during the pendency of the City's action. The City shall not provide the City Attorneys with original records unless specifically requested, in writing, to do so by the City Attorneys.

3. The City Attorneys shall strive to complete the City's work as expeditiously as possible at a fair and reasonable cost in accordance with the aforementioned rates.

4. In the event the City Attorney is unavailable to attend any meetings of the City, the City Attorney will designate one of the City Attorneys' associates who has been appointed as an assistant City Attorney to attend the meeting. At times, the City Attorneys may find that outside legal services are necessary to provide the highest quality of legal services to the City, and the City Attorneys and City Manager shall strive to find competent outside legal services pursuant to the City's procurement policy. Additionally, the City Attorneys shall oversee all legal services provided by any outside legal service provider. If requested by the City Manager, legal fees and costs incurred by any such outside attorney shall be invoiced to the City in care of the City Attorneys, the amount of which shall be included on the City Attorneys' invoice for services rendered and remitted to the outside attorney by the City Attorneys.

BENEFITS

The City Attorneys are an independent contractor and neither they nor any of their associates who have been appointed assistant City Attorneys shall be entitled to those benefits afforded to full-time City employees.

CONTINUING LEGAL EDUCATION

The City agrees to reimburse the City Attorney for the costs associated with continuing professional development and education in the area of local government by reimbursing the City Attorney for the costs associated with registration fees, lodging, travel, and meals associated with a total of two annual continuing legal education conferences in the legal area of government law. Should the City desire to have the City Attorney, or an assistant City Attorney, attend additional special educational programs, which would be of special benefit to the City with respect to legal issues, the City agrees to reimburse the City Attorney for the costs associated with registration fees, lodging, and meals

associated with any additional special educational programs requested and approved by the City.

TERMINATION

Either party may terminate this Agreement upon providing sixty (60) days' written notice to the other party, which notice shall include the effective date of termination.

REPRESENTATION - CONFLICT OF INTEREST

1. The parties agree that the City Attorneys and assistant City Attorney will not undertake future representation nor to continue the present legal representation of any person or entity in a matter adverse to the City's legal interest relating to City matters during the term of this Agreement.

2. The City Attorneys agree not to represent or provide legal services to any third-party in any matters adverse to and constitute a conflict of interest to the City. If the City Attorneys become aware of any such conflict of interest, they will advise the City Manager and recuse themselves from any representation relating to the matter creating the conflict.

INSURANCE - PROFESSIONAL LIABILITY

The City Attorneys and each assistant City Attorney shall, during the term of this Agreement, maintain professional liability insurance in a sum of no less than \$1,000,000.00, aggregate claims, and shall upon request provide a copy of the policy or certificate thereof to the City. If the City Attorneys' professional liability policy covers the assistant City Attorneys, it shall not be necessary for each assistant City Attorney to maintain separate coverage.

PUBLIC RECORDS

PUBLIC RECORDS CUSTODIAN

IF THE CITY ATTORNEYS OR ASSISTANT CITY ATTORNEYS HAVE QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CITY ATTORNEY'S OR ASSISTANT CITY ATTORNEYS' DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

City Clerk, City of Lake City
205 North Marion Avenue
Lake City, Florida 32055
386-719-5826 or 386-719-5756

1. The City Attorneys and each assistant City Attorney shall comply with all laws allowing the public access to public records, specifically including, but not limited to Sections 119.0701, and 119.07(1), Florida Statutes Section 24(a) of Art. I of the Florida State Constitution. Notwithstanding any other termination provision in this Agreement, the City may unilaterally cancel this Agreement for refusal by the City Attorneys and each assistant City Attorney to comply with this section by not allowing public access to all documents, papers, letters, or other material made or received by the City Attorneys and each assistant City Attorney in conjunction with this Agreement, unless the records are exempt. The City Attorneys and each assistant City Attorney agree to comply with any requirements of law including:

A. Keep and maintain public records required by the City in order to perform the service.

B. Upon request from the City's custodian of public records, provide the City with a copy of requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes or as otherwise provided by law. The City may be billed in accordance with the rates reflected herein for the City Attorneys' or assistant City Attorney's time.

C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the agreement term and following termination of the Agreement if the City Attorneys and each assistant City Attorney does not transfer the records to the City.

If the City Attorneys and assistant City Attorneys consider any portion of any documents, data, or records submitted to the City to be confidential, proprietary, trade secret or otherwise not subject to disclosure pursuant to Chapter 119, Florida Statutes, the Florida Constitution or other law, City Attorneys and assistant City Attorneys must simultaneously provide the City with a separate redacted copy of the information it claims as Confidential and briefly describe in writing the grounds for claiming exemption from the public records law, including the specific statutory citation for such exemption. This redacted copy shall contain the Contract name and number, and shall be clearly titled "Confidential." The redacted copy should only redact those portions of material that the City- Attorneys and Assistant City Attorney claim are confidential, proprietary, trade secret or otherwise not subject to disclosure.

D. Upon termination of this Agreement, transfer all public records in possession of the City Attorney and assistant City Attorneys, or keep and maintain public records required by the City to perform the service. If the City- Attorneys and assistant City Attorneys, transfers all

public records to the City upon termination of the Agreement, the City Attorneys and assistant City Attorneys, shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the City Attorneys and assistant City Attorneys, keep and maintain public records upon termination of the Agreement, the City Attorneys and assistant City Attorneys, shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City's custodian of public records in a format that is compatible with the information technology systems of the City.

E. Failure of the City Attorneys and assistant City Attorneys, to provide the above-described public records to the City within a reasonable time may subject City Attorneys and assistant City Attorneys, to penalties under 119.10, Florida Statutes, as amended.

E-VERIFY

1. As a condition precedent to entering into this Agreement, and in compliance with Section 448.095, Fla. Stat., the City Attorneys and their subcontractors shall, register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021.

A. The City Attorneys shall require each of their subcontractors to provide the City Attorneys with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. The City Attorneys shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of this Agreement.

B. The City, City Attorneys, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.

C. The City, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but the City Attorneys otherwise complied, shall promptly notify the City Attorneys and the City Attorneys shall immediately terminate the contract with the subcontractor.

D. A termination of this Agreement under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. The City Attorneys acknowledge that upon termination of this Agreement by the City for a violation of this section by the City Attorneys, the City Attorneys may not be awarded a public contract for at least one (1) year. The City Attorneys

further acknowledges that the City Attorneys are liable for any additional costs incurred by the City as a result of the termination of any contract for a violation of this section.

E. The City Attorneys or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower-tier subcontracts. The City Attorneys shall be responsible for compliance by any subcontractor or lower-tier subcontractor with the clauses set forth in this section.

CONTROLLING LAW AND VENUE

The laws of the State of Florida shall govern the construction and interpretation of this Agreement. In the event of a dispute over terms hereof, the parties agree that venue shall be in Columbia County, Florida, and the parties agree to waive a jury trial.

ENTIRE AGREEMENT, SEVERABILITY, AND ELECTRONIC SIGNATURE ACT

1. The City and the City Attorneys agree that this Agreement, the City's solicitation (RFP 2022-20), and the proposal of the City Attorneys encompasses the Parties understanding of their relationship and contractual obligations and that any promises made by one party to the other party which are not included within this written Agreement are not binding upon the other party.

2. The Parties agree that should any portion of this Agreement and the City Attorneys' proposal conflict then the provisions of this Agreement shall be controlling.

3. The Parties agree that should any portion of this Agreement be found to be ineffective, stricken, or null and void during any dispute over this Agreement, that portion found ineffective, stricken, or null and void shall not cause the remainder of this Agreement to be held the same, and such remaining portions of this Agreement shall remain in full force and effect.

4. This Agreement, any amendments, or change orders related to the Agreement, may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument. In accordance with the Electronic Signature Act of 1996, electronic signatures, including facsimile transmissions, may be used and shall have the same force and effect as a written signature. Each person signing this Agreement warrants that he or she is duly authorized to do so and to bind the respective party to the Agreement.

[Remainder of the page left blank intentionally.]

REPRESENTATIONS AND COVENANTS OF CITY ATTORNEY

The City Attorneys represent and warrant the following to the City:

A. That the Law Firms' attorneys are duly licensed and authorized to practice law in the State of Florida and are in good standing under the rules and regulations of The Florida Bar; and

B. That the Law Firms' attorneys have no pending complaints or grievances filed against them with The Florida Bar.

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

Tab 4: Fee Proposal

Given our qualifications, depth of personnel, and experience, the following fee proposal is submitted:

GENERAL SERVICES

Folds Walker, LLC and Robinson, Kennon & Kendron, P.A would serve as the City Attorney and provide all routine legal services requested, including, but not limited to:

- Attendance at the regular meetings of the Lake City city council and the Lake City Planning & Zoning Board Code Enforcement Board, Preservation Board, and Board of Adjustments;
- Attendance at special meetings of the Lake City - City Council and the Lake City Planning & Historic Preservation Board when requested by the Mayor or majority of the City Council;
- Preparation of ordinances and resolutions when requested by the Mayor or majority of the City Council;
- Preparation and/or review of all contracts, proposed amendments to the City Charter, Code of Ordinances, Land Development Code, and proposed amendments to the Comprehensive Plan for legal sufficiency;
- Providing legal advice to the City Council and City employees on matters of concern when authorized by the Mayor or majority of the City Council;
- Monitoring litigation when the City is a party but represented by other counsel when requested by the Mayor or a majority of the City Council; and
- Preparation of leases.

In addition, Folds Walker, LLC and Robinson, Kennon & Kendron, P.A will provide the following additional services included in the Retainer:

- Provide annual Ethics, Sunshine Law and Public Records training session;
- Provide new Councilperson orientation sessions (as needed); and
- Cooperating and communicating on a routine basis with City staff and elected officials to achieve the lawful legislative and policy directives of the City Council.

SPECIAL SERVICES

Folds Walker, LLC and Robinson, Kennon & Kendron, P.A would provide all special non-retainer services as needed and requested by the City, including, but not limited to the following:

- Prosecuting or defending litigation involving the City for matters which the Firm serves as counsel of record for the City that are initiated by a filing in an administrative tribunal or a state or federal court, including all arbitration and mediation proceedings brought under the Administrative Proceedings Act, Public Employees Relations Commission Act, or any other administrative proceedings;
- Providing legislative consulting services if requested by the City;
- Preparation of documents related to real property transactions and issuing title insurance commitments and policies if requested by the City for real property transactions;
- Representing the City in all negotiations with third parties and in the acquisition and disposition of real property rights and interests, including accepting or obtaining right-of-way easements, and other conveyances.
- Preparation of municipal financing matters and any other services not specifically included above.

COMPENSATION

Compensation

Folds Walker, LLC and Robinson, Kennon & Kendron, P.A proposes as its compensation for services, as they are outlined above, hourly rates billed in six-minute increments at an Attorney Rate of \$170 per hour, a \$190 per hour litigation rate, and \$70 per hour rate for other staff.

Reimbursement of Costs

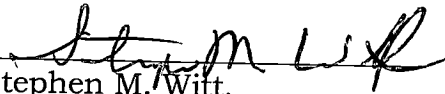
Folds Walker, LLC and Robinson, Kennon & Kendron, P.A will not charge the City for routine electronic legal research services, facsimiles, travel time or travel-related costs from our Gainesville office to Lake City, but shall be reimbursed for actual costs incurred on all other travel performed for the City, and other actual charges incurred in providing services to the City including, but not limited to, extraordinary copy costs, conference call charges and express mail.

Provision for Rate Increases

Folds Walker, LLC and Robinson, Kennon & Kendron, P.A proposes a 3% increase in the annual lump sum amount at the beginning of the 2023-2024 fiscal year and every year thereafter. In addition, there will be an annual cost of living adjustment to be determined at the beginning of every budget allocation in accordance with the Consumer Price Index (CPI-U) by multiplying the then current administrative billing rate for services by the total percentage increase in the CPI-U for the prior twelve-month period as published by the U.S. Department Labor, Bureau of Labor Statistics.

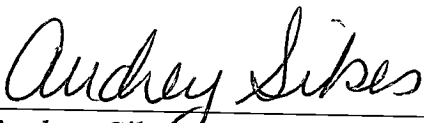
IN WITNESS WHEREOF, the parties have executed this Agreement as of the 3rd day of October 2022.


CITY OF LAKE CITY, FLORIDA

By: 
Stephen M. Witt,
Mayor


ATTEST:

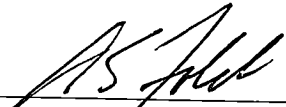
APPROVED AS TO FORM AND LEGALITY:

By: 
Audrey Sikes, City Clerk

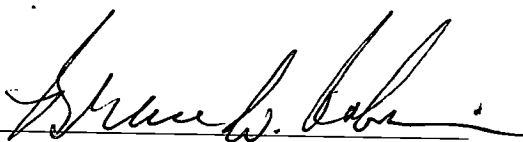
By: 
Frederick L. Koberlein, Jr.,
City Attorney


FOLDS & WALKER, LLC

By: 
Stuart Scott Walker,
Manager Member

By: 
Allison E. Folds,
Manager Member

**ROBINSON KENNON & KENDRON,
P.A.**

By: 
Bruce Robinson,
Director

By: 
Thomas J. Kennon, III
Director

File Attachments for Item:

15. Informational Purposes Only - City Attorney Robinson, Kennon, and Kendron, P.A. invoices for December 2023. Folds Walker, LLC invoice for December 2023.

Robinson, Kennon and Kendron, P. A.

582 West Duval Street
Lake City, FL 32055 USA

Ph:(386) 755-1334

Fax:(386) 755-1336

City of Lake City
205 N. Marion Avenue
Lake City, FL
USA

January 12, 2024

Attention:

File #: 00801-001
Inv #: 8038

RE: City of Lake City - General Legal Services

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Dec-01-23	Worked on First Amendment to the Flock Group Inc Services Agreement. Updated, formatted, and disseminated the same to appropriate individuals for review and input.	0.60	42.00	ALJ
Dec-05-23	Worked on obtaining certified copy of Waldron Street Quit Claim Deed. Forwarded the same to appropriate individuals.	0.50	35.00	ALJ
	Received email from Mrs. Sikes regarding appeals received related to Rocky Ford issue. Forwarded the same to Mr. Kennon for review.	0.10	7.00	ALJ
Dec-06-23	Attended Agenda Preparation Meeting.	0.90	157.59	TJK
	Organized drafts of ordinances on shopping carts and public park hours. Reviewed agenda for Agenda Preparation Meeting. Attended Agenda Preparation Meeting. Finalized correspondence to Nicholas Albrecht regarding 119 Request. Reviewed file on protestors at City events. Conference with Terri Phillips regarding protestors at community event.	1.80	306.00	TJK
	Attended ethics training in Gainesville at Folds Walker.	6.00	N/C	TJK
	Attended Agenda Preparation Meeting.	0.83	59.84	ALJ

	Worked on correspondence to Ms. Starling regarding Mr. Albrecht's 119 request. Updated, formatted, and disseminated the same to appropriate individuals.	0.20	14.00	ALJ
	Worked on obtaining a recorded copy of the Waldron Street Quit Claim Deed and certified Ordinance related to the same. Forwarded the same to appropriate individuals.	0.30	21.00	ALJ
	Requested status update on proposed amendment to Flock Agreement from LCPD.	0.10	7.00	ALJ
	Worked on Resolution 2023-142 related to Flock Amendment Agreement. Updated, formatted, and disseminated the same to appropriate individuals.	1.40	98.00	ALJ
	Reviewed draft agenda and forwarded the same to Mr. Kennon and Mrs. Adams for review and preparation for upcoming meeting.	0.30	21.00	ALJ
	Worked on correspondence to Mrs. Maull with FAA regarding property transfer with FGC. Updated, formatted, and disseminated the same to appropriate individuals.	0.20	14.00	ALJ
Dec-07-23	Telephone conference with Chief Butler regarding protestors at community event. Reviewed documentation related to engineering services and Request for Qualifications. Dictated draft Resolution 2023-150 and the continuing contract with Wetland Solutions.	0.90	153.00	TJK
	Reviewed supporting documents and ITB 003-2024. Dictated draft of Resolution 2023-151 and associated contract with Florida Industrial and Construction, Inc. for pole barn project. Dictated instructions regarding draft Resolutions 2023-143, 2023-149, 2023-144, 2023-145, 2023-146, 2023-147, and 2023-148 with associated contracts.	1.60	272.00	TJK
	Received Report to Council for multiple firms for engineering services. Requested clarification from City staff regarding the status of Bio-Tech with the division of corporations.	0.20	14.00	ALJ

Dec-08-23	Checked on status of engineering firm as to LLC or Inc. Reviewed and revised Resolution 2023-150 and associated contract with Wetland Solutions.	0.40	70.04	TJK
Dec-11-23	Reviewed and revised Resolution 2023-151 and associated contract and statutory cites. Dictated draft Notice of Release of Reverter to Grantor and associated Resolution No. 2023-153. Reviewed and revised drafts of Resolutions 2023-143, 2023-149, 2023-144, 2023-145, 2023-146, 2023-147, 2023-148 and associated contracts.	1.60	280.16	TJK
	Worked on Resolution 2023-151 authorizing a contrat with Fi-Con for the construction of a pole barn. Updated, formatted, and disseminated the same to appropriate individuals.	2.80	201.88	ALJ
	Received email request for CDBG amendment. Sent email to City staff requesting additional information.	0.20	14.42	ALJ
Dec-12-23	Telephone conference with Audrey Sikes regarding upcoming agenda items. Reviewed correspondence related to manager advertisement. Reviewed Gateway Grant Writing Program Overview for Springs Grant and dictated draft of associated resolution.	0.90	157.59	TJK
	Dictated correspondence to Council regarding quasi-judicial hearings. Telephone conference with Robert Angelo regarding notices. Telephone conference with Audrey Sikes. Dictated various notices for appeal Special Called Meeting.	1.20	210.12	TJK
	Worked on coordinating Agenda Preparation Meeting with City administration.	0.20	14.42	ALJ
	Worked on coordinating Mr. Kennon's availability for a Special meeting related to the Rocky Ford appeal.	0.10	7.21	ALJ
Dec-13-23	Reviewed and revised Resolution 2023-153 and Notice of Release of Revertor. Reviewed and revised draft of Resolution 2023-154. Dictated email to Dee Johnson regarding cemetery issue. Reviewed and finalized Resolution 2023-155 related to DEP Springs	1.80	315.18	TJK

Grant application. Reviewed correspondence regarding Grant Extension for CDBG and correspondence from Fred Fox. Dictated draft Resolution regarding letter to Florida Commerce and revised associated letter. Reviewed CDBG Grant.			
Worked on drafts of Notices for Public hearings. Reviewed correspondence regarding hearing on appeal. Reviewed copy of LDR provisions. Reviewed and revised notices.	1.20	210.12	TJK
Research on Form 6 disclosure document. Telephone conference with Danielle Adams and telephone conference with Commission on Ethics.	0.40	70.04	TJK
Received originals of the Quit Claim Deed for Waldron Street and the corresponding Ordinance 2023-2251. Forwarded the same to appropriate individuals.	0.20	14.42	ALJ
Worked on Resolution 2023-143 authorizing a continuing contract with Bio-Tech. Worked on related continuing contract. Updated, formatted, and disseminated the same to appropriate individuals.	1.80	129.78	ALJ
Worked on Resolution 2023-144 authorizing a continuing contract with Chen Moore. Worked on related continuing contract. Updated, formatted, and disseminated the same to appropriate individuals.	1.80	129.78	ALJ
Worked on Resolution 2023-145 authorizing a continuing contract with Eda Consultants. Worked on related continuing contract. Updated, formatted, and disseminated the same to appropriate individuals.	1.80	129.78	ALJ
Worked on Resolution 2023-146 authorizing a continuing contract with Gmuer. Worked on related continuing contract. Updated, formatted, and disseminated the same to appropriate individuals.	1.80	129.78	ALJ
Worked on Resolution 2023-147 authorizing a continuing contract with GSE Engineering. Worked on related continuing contract. Updated, formatted, and disseminated the same to appropriate individuals.	1.80	129.78	ALJ

	Worked on Resolution 2023-148 authorizing a continuing contract with Pitman. Worked on related continuing contract. Updated, formatted, and disseminated the same to appropriate individuals.	1.80	129.78	ALJ
	Worked on Resolution 2023-149 authorizing a continuing contract with Toco. Worked on related continuing contract. Updated, formatted, and disseminated the same to appropriate individuals.	1.80	129.78	ALJ
	Worked on Resolution 2023-150 authorizing a continuing contract with Wetland Solutions. Worked on related continuing contract. Updated, formatted, and disseminated the same to appropriate individuals.	1.80	129.78	ALJ
	Worked on Resolution 2023-153 related to the release of reverter. Updated, formatted, and disseminated the same to appropriate individuals.	1.00	72.10	ALJ
	Worked on Resolution 2023-154 authorizing and adopting the Honorary Street Name Designation Policy. Updated, formatted, and disseminated the same to appropriate individuals.	1.20	86.52	ALJ
	Worked on Special Meeting Notices and certified letter related to Rocky Ford appeal. Updated, formatted, and forwarded the same to Mrs. Adams and Mr. Angelo for review and input. Forwarded finalized drafts to Mrs. Sikes for distribution.	0.40	28.84	ALJ
Dec-14-23	Reviewed and revised draft of Resolution 2023-152. Reviewed and finalized draft of Resolution. Reviewed ethics complaints and telephone conference with Charlie Shotwell at Commission on Ethics regarding investigation.	1.40	245.14	TJK
	Reviewed and revised sign notice to disseminated to Mr. Angelo. Reviewed Department of Interior guidelines. Reviewed LDR for appeal.	0.60	105.06	TJK
	Worked on Resolution 2023-155 ratifying the voice vote related to the Springs Grant at Gwen Lake. Updated, formatted, and	0.80	57.68	ALJ

	disseminated the same to appropriate individuals.			
	Worked on Resolution 2023-152 authorizing the Mayor to execute a letter to Florida Commerce. Worked on corresponding letter. Updated, formatted, and disseminated the same to appropriate individuals.	1.70	122.57	ALJ
	Worked on sign notice of Rocky Ford appeal meeting. Forwarded the same to Mr. Angelo for distribution.	0.20	14.42	ALJ
	Worked on correspondence to Mr. Johnson related to the Cemetery issue. Updated, formatted, and disseminated the same to appropriate individuals.	0.20	14.42	ALJ
Dec-15-23	Legal research on quasi-judicial proceedings.	0.60	105.06	TJK
	Reviewed agenda packet and associated documents.	0.60	105.06	TJK
	Reviewed past resolution and correspondence related to the Third Judicial Circuit Mutual Aid Agreement and dictated draft Resolution 2024-003. Reviewed correspondence from LCPD regarding Another Way and services for rape and domestic violence victims. Dictated draft Resolution 2024-001 and 2024-002 related to Another Way and domestic violence.	1.50	262.65	TJK
Dec-18-23	Reviewed Charter regarding manager appointment. Telephone conference with Dee Johnson and Mayor Witt. Attended Council meeting.	3.10	542.81	TJK
	Telephone conference with Danielle regarding appeal procedures for Rocky Ford issue. Began draft of outline of quasi-judicial hearing.	0.50	87.55	TJK
Dec-19-23	Reviewed correspondence and past resolution regarding Florida Gas utility Board. Dictated draft of Resolution 2024-004 related to the same. Reviewed correspondence and Deeds regarding utility easement for Notami hospital tower expansion and dictated related Resolution 2024-005 and dictated draft of Warranty Deed for utility easement.	1.30	227.63	TJK

	Telephone conference with Audrey Sikes regarding Agenda packet. Telephone conference with Robert Angelo regarding Agenda packet.	0.30	52.53	TJK
	Worked on correspondence to Mayor and Councilmembers regarding the Rocky Ford appeal. Forwarded the same to Mrs. Adams for review and input. Disseminated final version of correspondence to appropriate individuals.	0.30	21.63	ALJ
Dec-21-23	Revised shopping cart ordinance and dictated correspondence to Mayor and Councilmembers related to the shopping cart ordinance and park rules ordinance. Dictated instructions to notify Ollie's of shopping cart ordinance. Reviewed correspondence related to surplus property and dictated related draft of Resolution 2024-006.	2.20	385.22	TJK
	Dictated correspondence to Mayor and Councilmembers regarding Article Ten of the LDRs for Rocky Ford issue.	0.30	52.53	TJK
	Worked on letter from Mr. Johnson related to shopping cart ordinance. Requested City letterhead for distribution.	0.10	7.21	ALJ
	Telephone conference with Mrs. Sikes regarding the placement of the shopping cart ordinance into the City Code.	0.20	14.42	ALJ
	Worked on correspondence to Mayor and Councilmembers with revised ordinances related to shopping carts and park rules. Updated, formatted, and disseminated the same to appropriate individuals.	1.90	136.99	ALJ
	Worked on correspondence to Ollie's related to the shopping cart ordinance. Updated, formatted, and disseminated the same.	0.10	7.21	ALJ
	Worked on revisions to continuing contract with RSH. Updated, formatted, and disseminated the same to Mrs. Karr.	0.90	64.89	ALJ
	Worked on correspondence to Mayor and Councilmembers related to Rocky Ford appeal. Updated, formatted, and disseminated the same to City staff for distribution.	0.20	14.42	ALJ

Dec-22-23	Reviewed and finalized Resolution 2024-003 related to Third Judicial Mutual Aid Agreement. Reviewed and finalized Resolution 2024-004 related to the appointment of Michael Deloach. Reviewed and finalized Resolution 2024-001 related to the MOU with Another Way. Finalized Resolution 2024-002 related to MOU with Another Way. Reviewed and finalized Resolution 2024-005 related to the utility easement with Notami Hospital. Reviewed and finalized Resolution 2024-006 related to fixed asset disposal.	0.60	105.06	TJK
Dec-26-23	Reviewed agenda and corresponding documents for 1/3/24 meeting.	0.80	140.08	TJK
Dec-27-23	Prepared for appeal hearing related to Rocky Ford COA. Telephone conference with Robert Angelo (3 times), telephone conference with Danielle (2 times), telephone conference with Mrs. Sikes (3 times), and telephone conference with Chevella Young (2 times) and Commission on Ethics. Attended Special Called Meeting.	7.40	1,295.74	TJK
	Telephone Conference with Mr. Witt regarding agenda items for 12/27/23. Reviewed correspondence regarding Change Order with Jones Edmunds and dictated draft of related Resolution 2024-007.	0.80	140.08	TJK
	Forwarded Quasi Judicial script to Mr. Angelo.	0.10	7.21	ALJ
	Worked on correspondence to Mayor and Councilmembers regarding Form 6 Financial Disclosure. Updated, formatted, and disseminated the same to Mrs. Sikes for distribution.	0.20	14.42	ALJ
	Forwarded additional materials for Special Meeting to Mr. Angelo.	0.10	7.21	ALJ
	Worked on Resolution 2024-005 accepting a Utility Easement from Notami Hospitals of Florida, and related Deed. Updated, formatted, and disseminated the same to appropriate individuals.	2.10	151.41	ALJ

	Worked on Resolution 2024-002 related to the MOU with Another Way for Domestic Violence Survivors. Updated, formatted, and disseminated the same to appropriate individuals.	1.00	72.10	ALJ
	Worked on Resolution 2024-001 related to the MOU with Another Way for Rape Survivors. Updated, formatted, and disseminated the same to appropriate individuals.	1.00	72.10	ALJ
	Worked on Resolution 2024-004 designating Michael Deloach as the Alternative Director for FGU. Updated, formatted, and disseminated the same to appropriate individuals.	1.00	72.10	ALJ
	Worked on Resolution 2024-003 authorizing the Third Judicial Circuit Mutual Aid Agreement. Updated, formatted, and disseminated the same to appropriate individuals.	1.00	72.10	ALJ
	Worked on Resolution 2024-006 related to fixed asset disposal. Updated, formatted, and disseminated the same to appropriate individuals.	2.80	201.88	ALJ
Dec-28-23	Review and revise draft of Resolution 2024-007 related to Task Assignment 10 with Jones Edmunds.	0.20	35.02	TJK
	Worked on Resolution 2024-007 authorizing change order to Task Assignment 10 with Jones Edmunds. Updated, formatted, and disseminated the same to appropriate individuals.	1.70	122.57	ALJ
	Totals	83.73	<u>\$9,168.91</u>	

DISBURSEMENTS

Dec-01-23	Photocopies 522 @ 0.20	104.40
Dec-05-23	Photocopies 5 @ 0.20	1.00
Dec-15-23	Photocopies 660 @ 0.20	132.00
Dec-21-23	Photocopies 214 @ 0.20 335 @ 0.20	67.00
Dec-26-23	Photocopies 655 @ 0.20	131.00
	Totals	<u>\$435.40</u>

Total Fee & Disbursements	\$9,604.31
Previous Balance	8,932.09
Previous Payments	8,932.09
Balance Now Due	\$9,604.31

TAX ID Number 20-2029910

PAYMENT DETAILS

Jan-02-24	For Services Rendered	8,932.09
	Total Payments	\$8,932.09

Thank you!

Robinson, Kennon and Kendron, P. A.

582 West Duval Street
Lake City, FL 32055 USA

Ph:(386) 755-1334

Fax:(386) 755-1336

City of Lake City
205 N. Marion Avenue
Lake City, FL
USA

January 12, 2024

Attention:

File #: 00801-003

Inv #: 8039

RE: Befaitful Coker v. Kris Robinson, et al., Federal Case No.:
3:22-cv-518-MMH-LLL

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Dec-01-23	Review order reinstating appeal	0.10	21.00	JCB
Dec-05-23	Review clerk certification that Record is complete	0.10	21.00	JCB
	Review cover letter from clerk with instructions re renewing motions	0.20	42.00	JCB
Dec-18-23	Review email from Coker, forward to T. Kennon and K. Robinson, contact T. Kennon re notifying City	0.20	42.00	JCB
	Received Settlement Offer from Mrs. Coker. Forwarded the same to Mrs. Adams for review.	0.10	10.00	ALJ
Dec-19-23	Reviewed correspondence from Coker and telephone conference with Susan Erdelyi regarding the status of the Federal appeal.	0.30	63.00	TJK
Dec-20-23	Telephone conference with Audrey Sikes regarding Agenda preparation. Attended Agenda Preparation Meeting.	1.20	252.00	TJK
Dec-22-23	Review Coker's Reply Brief	0.50	105.00	JCB
	Totals	2.70	\$556.00	

Total Fee & Disbursements	<u>\$556.00</u>
Previous Balance	4,735.50
Previous Payments	4,735.50
Balance Now Due	<u>\$556.00</u>

TAX ID Number 20-2029910

PAYMENT DETAILS

Dec-14-23	For Services Rendered	4,735.50
	Total Payments	<u>\$4,735.50</u>

Thank you!

Robinson, Kennon and Kendron, P. A.

582 West Duval Street
Lake City, FL 32055 USA

Ph:(386) 755-1334

Fax:(386) 755-1336

City of Lake City
205 N. Marion Avenue
Lake City, FL
USA

January 12, 2024

File #: 00801-012

Inv #: 8040

Attention:

RE: City of Lake City v. Rosa Scott - Eminent Domain

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Nov-28-23	Received appraisal information from Mr. Moses. Forwarded the same to Mrs. Adams for review.	0.05	3.61	ALJ
Dec-06-23	Received Order of Dismissal. Forwarded the same to Mr. Kennon and Mrs. Adams for review.	0.10	7.00	ALJ
	Totals	0.15	\$10.61	

DISBURSEMENTS

Dec-27-23	Candler, Moses & Associates, Inc. Appraisal - Inv 23-297-1		600.00	
	Totals		\$600.00	

Total Fee & Disbursements	\$610.61
Previous Balance	30.19
Previous Payments	30.19
Balance Now Due	\$610.61

TAX ID Number 20-2029910

PAYMENT DETAILS

Dec-14-23 For Services Rendered 30.19

Total Payments *Thank you!* 30.19
\$30.19

Robinson, Kennon and Kendron, P. A.
 582 West Duval Street
 Lake City, FL 32055 USA

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City of Lake City
 205 N. Marion Avenue
 Lake City, FL
 USA

January 12, 2024

File #: 00801-021

Inv #: 8041

Attention:

RE: City of Lake City v. Livingston - Eminent Domain

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Nov-28-23	Received appraisal information from Mr. Moses. Forwarded the same to Mrs. Adams for review.	0.05	3.61	ALJ
Dec-06-23	Received Order of Dismissal. Forwarded the same to Mr. Kennon and Mrs. Adams for review.	0.10	7.00	ALJ
	Totals	0.15	\$10.61	

DISBURSEMENTS

Dec-27-23	Candler, Moses & Associates, Inc. Appraisal - Inv 23-297-1	600.00
	Totals	\$600.00

Total Fee & Disbursements	\$610.61
Previous Balance	7.21
Previous Payments	7.21
Balance Now Due	\$610.61

TAX ID Number 20-2029910

PAYMENT DETAILS

Dec-14-23	For Services Rendered	7.21
Total Payments	<i>Thank you!</i>	<hr/> \$7.21

Robinson, Kennon and Kendron, P. A.

582 West Duval Street
Lake City, FL 32055 USA

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City of Lake City
205 N. Marion Avenue
Lake City, FL
USA

January 12, 2024

Attention:

File #: 00801-027

Inv #: 8042

RE: John Myers Amusement, LLC v. COLC

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Dec-05-23	Email to/from City staff to confirm appropriate steps taken to respond to summons received and requested status update from adjuster.	0.30	21.00	ALJ
	Totals	0.30	\$21.00	
	Total Fee & Disbursements			\$21.00
	Previous Balance			28.84
	Previous Payments			28.84
	Balance Now Due			\$21.00

TAX ID Number 20-2029910

PAYMENT DETAILS

Jan-02-24	For Services Rendered			28.84
	Total Payments			\$28.84

Thank you!

Robinson, Kennon and Kendron, P. A.
582 West Duval Street
Lake City, FL 32055 USA

Ph:(386) 755-1334

Fax:(386) 755-1336

City of Lake City - Airport
205 N. Marion Avenue
Lake City, FL
32055 USA

January 12, 2024

Attention:

File #: 01579-001
Inv #: 8043

RE: City of Lake City - Airport

DATE	DESCRIPTION	HOURS	AMOUNT	LAWYER
Dec-14-23	Worked on Resolution 2023-156 authorizing Change Order No. 1 with CGC. Updated, formatted, and disseminated the same to appropriate individuals.	1.60	115.36	ALJ
	Totals	1.60	\$115.36	
	Total Fee & Disbursements			\$115.36
	Previous Balance			694.22
	Previous Payments			694.22
	Balance Now Due			\$115.36

TAX ID Number 20-2029910

PAYMENT DETAILS

Dec-14-23	For Services Rendered		694.22
	Total Payments		\$694.22

Thank you!



FOLDS WALKER

ATTORNEYS AT LAW

Folds Walker, LLC

527 E University Ave
Gainesville, FL 32601
US
kim@foldswalker.com
www.foldswalker.com
O: 352-372-1282

INVOICE

Number	2719
Issue Date	1/2/2024
Matter	668900 - GENERAL REPRESENTATION
Email	taylor@cfcla.com

Bill To:
CITY OF LAKE CITY

Time Entries

Time Entries	Billed By	Rate	Hours	Subtotal
12/3/2023 Telephone conference with TJK regarding city manager contract	Danielle C. Adams	\$175.10	0.40	\$70.04
12/5/2023 Review email from Audrey regarding Candidate Packet meetings and respond to same	Danielle C. Adams	\$175.10	0.10	\$17.51
12/5/2023 Prep for ethics training	Kiersten N. Ballou	\$175.10	0.70	\$122.57
12/6/2023 Prepare for and conduct ethics training	Kiersten N. Ballou	\$175.10	1.30	\$227.63
12/6/2023 Prepare for and present ethics presentation for 2023	Danielle C. Adams	\$175.10	1.50	\$262.65
12/7/2023 Telephone conference with TJK and Audrey Sikes regarding quasi judicial hearings	Danielle C. Adams	\$175.10	0.50	\$87.55
12/9/2023 Review Petition to Vacate ROW; email D. Johnson regarding maintaining a utility easement while closing the ROW	Danielle C. Adams	\$175.10	0.30	\$52.53
12/11/2023 Review Notices for Circle K hearing; respond to Robert Angelo regarding the same	Danielle C. Adams	\$175.10	0.20	\$35.02
12/12/2023 Review and respond to email from Robert regarding Notices for Circle K hearing	Danielle C. Adams	\$175.10	0.10	\$17.51
12/12/2023 Review correspondence from Robert Angelo and forward Notices to litigants for their review	Danielle C. Adams	\$175.10	0.10	\$17.51
12/13/2023 Review certified letter for special meeting and provide feedback for same to ALJ	Danielle C. Adams	\$175.10	0.10	\$17.51
12/14/2023 Telephone conference with ALJ regarding Resolution for decreased funds change order	Danielle C. Adams	\$175.10	0.20	\$35.02
12/17/2023 Review and respond to email from Marshall Rainey regarding sending in pretrial packet	Danielle C. Adams	\$175.10	0.10	\$17.51
12/17/2023 Review qualifications for City Manager in preparation of City Council Meeting	Danielle C. Adams	\$175.10	0.20	\$35.02
12/17/2023 Email correspondence with Allison McGrath regarding prehearing documentation and status of project	Danielle C. Adams	\$175.10	0.10	\$17.51
12/17/2023 Communicate with SSW, KNB, and WCM regarding responsibility of obtaining record for appeal; email correspondence to TJK regarding same	Danielle C. Adams	\$175.10	0.20	\$35.02

Time Entries

	Billed By	Rate	Hours	Subtotal
12/17/2023 Draft script for QJ proceeding; review F.S. 286.0115	Danielle C. Adams	\$175.10	0.60	\$105.06
12/19/2023 Review draft letter to council regarding Quasi Judicial procedure	Danielle C. Adams	\$175.10	0.20	\$35.02
12/20/2023 Telephone conference with Robert Angelo regarding notices for Appeal	Danielle C. Adams	\$175.10	0.10	\$17.51
12/27/2023 Telephone conference with TJK regarding appeal hearing; review statute regarding ex parte communication; review October and November P&Z hearings	Danielle C. Adams	\$175.10	0.50	\$87.55
12/30/2023 Review Ordinance 2024-2276 and ensure compliance with F.S. 171.044; review business impact estimate for same; provide feedback on business impact estimate; provide reminders regarding notice requirements for annexations	Danielle C. Adams	\$175.10	0.90	\$157.59
		Time Entries Total	8.40	\$1,470.84

Expenses

Expenses

	Price	Qty	Sub
Postage E108	\$2.07	1.00	\$2.07
12/20/2023 mailing - Certificates			
	Expenses Total:	1.00	\$2.07

Total (USD) \$1,472.91

Paid \$0.00

Balance \$1,472.91

Total Outstanding \$1,472.91

Terms & Conditions

DUE AND PAYABLE UPON RECEIPT. SUBJECT TO 1% PER MONTH FINANCE CHARGE AFTER 30 DAYS.

In the event the balance of this invoice is submitted for collection, the Plaintiff shall be entitled to a reasonable attorney's fee and costs.

Timekeeper Totals

Name	Rate	Hours	Total
Danielle C. Adams	\$175.10	6.40	\$1,120.64
Kiersten N. Ballou	\$175.10	2.00	\$350.20

Trust Account Balance

Date	Item	Amount	Balance
1/12/2024	Current Balance		\$0.00

File Attachments for Item:

16. Discussion and Possible Action - Executive Director of Utilities position (Interim City Manager Dee Johnson)

MEETING DATE

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Executive Director of Utilities Position

DEPT / OFFICE: City Manager

Originator: Dee Johnson		
City Manager Dee Johnson	Department Director City Manager	Date 1/4/2024
Recommended Action: Approve additional Executive Director of Utilities position for FY 24 budget		
Summary Explanation & Background: The City has several ongoing and upcoming utility projects that will require regular monitoring. Until FY24, the Executive Director of Utilities was responsible for overseeing these projects. I am requesting the Council to approve the budget for an additional position to manage and monitor these projects on a daily basis.		
Alternatives: Not add position		
Source of Funds: Funds available in Utility Administration budget.		
Financial Impact: \$78,000 - \$130,312		
Exhibits Attached: Job Description		

City of Lake City, FL

Classification Description

Classification Title:	EXECUTIVE DIRECTOR OF UTILITIES	Pay Grade: 20
Department:	Utilities Admin	FLSA Status: Exempt

General Description

Under the General supervision of the Assistant City Manager, assumes full management responsibility for all departments within the City's utilities functions; administers the day-to-day operation of assigned departments and carries out senior management oversight in planning, organizing, and directing the activities of the City's natural gas, water production/distribution, wastewater reclamation/reuse, utility construction and utility maintenance functions.

Nature of Work

Essential Functions:

- Supervises the Directors of Water Reclamation Plant, Water Production Plant, Natural Gas, Utility Construction/Maintenance (D&C) Department, and Public Works.
- Directs the activities of departmental staff; plans, prioritizes and assigns tasks and projects; monitors work, develops staff skills, and evaluates performance; assures the effective use of all personnel, equipment, and facilities
- Meets regularly with key departmental staff to discuss and resolve workload and technical issues; develops goals and priorities; monitors operations to identify and resolve problems.
- Prepares and submits reports as required by Federal, State, and local laws and regulations;
- Evaluates and analyzes policies and procedures and recommends solutions; assures that policies and procedures are administered and interpreted in a fair and consistent manner;
- Makes decisions regarding operational policies, plans and other administrative matters as they affect the department; makes recommendations to the City Manager with respect to implementation of improvements needed to deliver more efficient use of personnel and equipment;
- Prepares and administers the departmental budget; participates in the preparation of the annual city-wide budget, making forecasts on the revenues, expenditures, indebtedness, interest, etc., for the upcoming fiscal year.
- Supervises and directs gathering, interpreting, recording and distributing financial data; monitors fiscal activities and insures compliance with applicable federal, state, county and municipal requirements; coordinates fiscal services with other municipal departments.
- Inspects work in progress; serves as a liaison with various developers, contractors, and engineers.
- Conducts staff studies; recommends policy and manage systems that affect the overall city to insure proper accountability to control operations.
- Attends and participates council meetings, utility advisory committee and staff technical review meetings as necessary.

(These essential job functions are not to be construed to be all inclusive of duties to be performed. Employee will be required to perform other duties as assigned.)

KNOWLEDGE, SKILLS, AND ABILITIES

EXECUTIVE DIRECTOR OF UTILITIES

Critical Skills/ Expertise: Employee must possess knowledge of general written standards and procedures utilized, and have the ability to read, interpret, and follow procedural and policy manuals related to the job tasks. The abilities expected include being able to respond to management supervision, guidance and direction in a positive, receptive manner and in accordance with stated policies, be appropriately groomed and attired so as to present a professional image in accordance with City policy; report for work promptly and properly prepared at the time and place required; notify management of intended absences in accordance with City policy; conform with standards and rules regarding use of accrued leave time; demonstrate a polite, helpful, courteous, and professional image when engaged in any activity with the public; operate and care for equipment to manufacturer's specifications and/or within the specified parameters and in accordance with City policy; demonstrate an understanding, consideration, and respect of cultural, religious, and gender differences when interacting with the public and colleagues. Other critical skills/expertise required for this position include:

- Principles and practices of municipal utilities operation and maintenance including water treatment, water reclamation, public access reuse and natural gas facilities;
- Office procedures, methods, and equipment including computers and applicable software applications to include GIS and CAD technology
- Federal, State, and local laws and regulations applicable to City municipal utilities Florida;
- Modern principles and practices and supervision;
- Principles and practices of customer service;
- Principles and practices of budget preparation and administration including the City's budget process;
- Planning capital improvement projects;
- Contract negotiations;
- Utilities systems and the geographic layout of the City;
- Occupational hazards and standard safety precautions;
- Ability to establish and maintain effective working relationships with city officials, employees and the general public;
- Knowledge of City organization, operations, policies and procedures.
- Knowledge of the legal, ethical and professional rules of conduct for municipal officers.
- Knowledge of the principles and practices of personnel and finance administration, confidential records management, organizational development, and employee relations.
- Knowledge of risk management and project management principles and techniques.
- Knowledge of Information Technology principles and techniques.
- Skill in reading, interpreting, understanding and applying personnel standards and procedures, applicable Federal rules and regulations, and City policies and procedures.
- Skill in effectively managing and leading staff, delegating tasks and authority, and creating a work environment that fosters teamwork and professionalism.
- Skill in analyzing complex issues, collecting information, and recommending methods, procedures and techniques for resolution of issues.
- Skill in managing multiple projects, and prioritizing multiple tasks and demands.
- Skill in controlling the confidentiality of human resources database, files and reports, according to the standards of the Privacy Act of 1974, {5 USC § 552A}.
- Skill in analyzing personnel and risk management issues, evaluating alternatives, and making logical recommendations based on findings.
- Skill in analyzing and interpreting technical documents, and preparing complex reports.
- Skill in establishing and maintaining cooperative working relationships with employees, officials, other agencies and the general public.
- Skill in effective communication, both verbal and written.

ESSENTIAL PHYSICAL SKILLS

EXECUTIVE DIRECTOR OF UTILITIES

- Acceptable eyesight (with or without correction)
- Acceptable hearing (with or without hearing aid)

Minimum Qualifications: Graduation from an accredited four (4) year college or university with a Bachelor’s Degree in Business Administration, Public Administration, Accounting or Finance, and a minimum of five (5) years supervisory experience in a municipal and/or county government operation.

Environmental Conditions:

- Work is performed indoors and outdoors. Work environment is both formal and informal, team oriented, having variable tasks, pace, and pressure. Overtime and attending meetings outside of regular work hours may be required. This salaried position is exempt from overtime pay.

SELECTION GUIDELINES: Formal application, rating of education and experience; oral interview and reference check; job related tests might be required. The job description does not constitute an employment agreement with the employer, and requirements of the job may change. By signing below, I am indicating I have read and concur with the above description of my job.

Print Name

Date

Signature