
CITY COUNCIL REGULAR SESSION

CITY OF LAKE CITY

May 06, 2024 at 6:00 PM

Venue: City Hall

AGENDA

REVISED

Revised 5/3/2024: Item 18; supporting documentation added, Item 20; corrected application number, Item 31; updated agenda item description

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.

Events Prior to Meeting

Pledge of Allegiance

Invocation - Mayor Stephen Witt

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.

Failure to abide by the rules of decorum will result in removal from the meeting.

Proclamations

- [1.](#) Drinking Water Week - May 5 - 11, 2024
- [2.](#) Municipal Clerks Week - May 5 - 11, 2024

3. National Police Week - May 12 - 18, 2024

4. National Tennis Month - May 2024

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

5. April 15, 2024 Regular Session Minutes

6. City Council Resolution No. 2024-029 - A resolution of the City Council of the City of Lake City, Florida, approving that certain agreement between the City, Careersource Florida Crown, and Columbia County; making certain findings of fact in support of the City approving said agreement; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; providing for the implementation of the "Summer Youth Employment Program" to include training and employment opportunities with the City from May 28, 2024 through July 18, 2024; repealing all prior resolutions in conflict; and providing an effective date.

7. City Council Resolution No. 2024-036 - A resolution of the City of Lake City, Florida, approving that certain Interagency Agreement between the Lake City Police Department and the State Attorney's Office of the Third Judicial Circuit of Florida for Criminal Justice Information Exchange and computer usage; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; directing the Chief of Police of the Lake City Police Department to join the Mayor in executing said agreement; repealing all prior resolutions in conflict; and providing an effective date.

8. City Council Resolution No. 2024-037 - A resolution of the City of Lake City, Florida, approving that certain Interagency Agreement between the Lake City Police Department and the Clerk of the Court for Columbia County, Florida for Criminal Justice Information Exchange and computer usage; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; directing the Chief of Police of the Lake City Police Department to join the Mayor in executing said

agreement; repealing all prior resolutions in conflict; and providing an effective date.

Presentations - None

Old Business

Ordinances

Open Public Hearing

- [9.](#) City Council Ordinance No. 2024-2271 - (final reading) An ordinance of the City Council of the City of Lake City, Florida, amending Article II Section 2-53 of the City Code of Ordinances related to the compensation of the Mayor and Councilmembers; providing for severability; providing for codification; and providing for an effective date.

Passed on first reading 4/15/2024

Close Public Hearing

Adopt City Council Ordinance No. 2024-2271 on final reading

Open Public Hearing

- [10.](#) City Council Ordinance No. 2024-2272 (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; pursuant to an application, LDR 24-01, relating to an amendment to the text of the Land Development Regulations; providing for amending Subsection 13.11.3 entitled "Action on Site and Development Plan," concerning providing notice and hearings for consideration of site and development plans; providing severability; repealing all ordinances in conflict; and providing an effective date.

Passed on first reading 4/15/2024

Close Public Hearing

Adopt City Council Ordinance No. 2024-2272 on final reading

Open Quasi - Judicial Hearing

- [11.](#) City Council Ordinance No. 2024-2280 (final reading) - An ordinance of the City of Lake City, Florida, pursuant to petition No. ANX 24-02, relating to voluntary annexation; making findings; annexing certain real property located in Columbia County, Florida, which is reasonably 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. (Victory Land Holdings)

Passed on first reading 4/15/2024

12. Disclosure by Council members of ex-parte communications (this includes site visits), if any.

13. Swearing in of applicant/appellant, staff and all witnesses collectively by City Attorney.

14. Clerk should take custody of exhibits.

Note: All exhibits, diagrams, photographs and similar physical evidence referred to during the testimony or which you would like the Council to consider must be marked for identification and kept by the Clerk for 30 days.

A. Brief introduction of ordinance by city staff.

B. Presentation of application by applicant.

C. Presentation of evidence by city staff.

D. Presentation of case by third party intervenors, if any.

E. Public comments.

F. Cross examination of parties by party participants.

G. Questions of parties by City Council.

H. Closing comments by parties.

I. Instruction on law by attorney.

J. Discussion and action by City Council.

Close Quasi - Judicial Hearing

Adopt City Council Ordinance No. 2024-2280 on final reading

Open Public Hearing

15. City Council Ordinance No. 2024-2281 (final reading) - An ordinance of the City of Lake City, Florida, relating to activities interfering with public safety and public roads; repealing Ordinance 2021-2183 in its entirety; repealing

Ordinance 2022-2220 in its entirety; amending Chapter 98, Article V Section 98-70 through section 98-73 of the City of Lake City Code of Ordinances; providing direction for codification of this ordinance; repealing all ordinances in conflict; providing for severability; and providing for an effective date.

Passed on first reading 4/15/2024

Close Public Hearing

Adopt City Council Ordinance No. 2024-2281 on final reading

Resolutions - None

Other Items

16. Update City Manager Hiring Process (Mayor Stephen Witt)

[17.](#) Update and Direction from Council: Paul Dyal's Severance Package (Interim City Manager Dee Johnson)

Note: Item removed from 4/15/2024 agenda due to not having a full council in attendance.

[18.](#) Discussion and Direction from Council: Readdress dollar amount for Grant Funding Policy/Application. (Community Programs Director Terri Phillips/Interim City Manager Dee Johnson)

New Business

Ordinances

[19.](#) City Council Ordinance No. 2024-2277 - (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 24-03, by the City of Lake City, relation to an amendment to the text of the Land Development Regulations; providing for amending Section 4.2 entitled Supplementary District Regulations by adding Section 4.2.15.16 entitled Offstreet Parking Requirements: for all zoning districts except C-CBD Commercial-Central Business District and Section 4.2.15.17 entitled Variance to above mentioned parking requirements; providing for amending Section 4.4.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.5.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.6.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.7.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.8.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.9.11 entitled Minimum Offstreet Parking Requirements; providing for

amending Section 4.10.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.11.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.12.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.13.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.15.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.16.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.17.11 entitled Minimum Offstreet Parking Requirements; providing severability; repealing all ordinances in conflict; and providing an effective date.

Adopt City Council Ordinance No. 2024-2277 on first reading

Open Quasi - Judicial Hearing

20. City Council Ordinance No. 2024-2283 - (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 24-01, 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, Low Density (less than or equal to 2 dwelling units per acre) to Residential, High Density (less than or equal to 20 dwelling units per acre) 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. (Sugarmill Apartments Phase 2)

21. Disclosure by Council members of ex-parte communications (this includes site visits), if any.

22. Swearing in of applicant/appellant, staff and all witnesses collectively by City Attorney.

23. Clerk should take custody of exhibits.

Note: All exhibits, diagrams, photographs and similar physical evidence referred to during the testimony or which you would like the Council to consider must be marked for identification and kept by the Clerk for 30 days.

A. Brief introduction of ordinance by city staff.

B. Presentation of application by applicant.

C. Presentation of evidence by city staff.

D. Presentation of case by third party intervenors, if any.

- E. Public comments.**
- F. Cross examination of parties by party participants.**
- G. Questions of parties by City Council.**
- H. Closing comments by parties.**
- I. Instruction on law by attorney.**
- J. Discussion and action by City Council.**

Close Quasi - Judicial Hearing**Adopt City Council Ordinance No. 2024-2283 on first reading****Open Quasi - Judicial Hearing**

[24.](#) City Council Ordinance No. 2024-2282 - (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 ten or less contiguous acres of land, pursuant to an application, Z 24-01, by the property owner of said acreage; providing for rezoning from Residential, Single Family-2 (RSF-2) to Residential, Multiple Family-2 (RMF-2) 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. (Sugarmill Apartments Phase 2)

25. Disclosure by Council members of ex-parte communications (this includes site visits), if any.

26. Swearing in of applicant/appellant, staff and all witnesses collectively by City Attorney.

27. Clerk should take custody of exhibits.

Note: All exhibits, diagrams, photographs and similar physical evidence referred to during the testimony or which you would like the Council to consider must be marked for identification and kept by the Clerk for 30 days.

- A. Brief introduction of ordinance by city staff.**
- B. Presentation of application by applicant.**
- C. Presentation of evidence by city staff.**
- D. Presentation of case by third party intervenors, if any.**

- E. Public comments.**
- F. Cross examination of parties by party participants.**
- G. Questions of parties by City Council.**
- H. Closing comments by parties.**
- I. Instruction on law by attorney.**
- J. Discussion and action by City Council.**

Close Quasi - Judicial Hearing

Adopt City Council Ordinance No. 2024-2282 on first reading

Resolutions

- [28.](#) City Council Resolution No. 2024-023 - A resolution of the City of Lake City, Florida, endorsing, implementing, and adopting a training program for potential fire fighter trainees; making certain findings of fact in support of the City approving said training program and agreement; designating the Fire Chief as the signatory to said agreement when implementing the program; repealing all prior resolutions in conflict; and providing an effective date.

Other Items

29. Discussion and Possible Action: Remaining ARPA Funds (Council Member Jake Hill, Jr.)

Departmental Administration

- [30.](#) Discussion and Possible Action: Approval to use a maximum of \$2.2 million of the remaining ARPA funds to replace the 18-year-old Ladder 1 truck. Currently the build time after purchase of a new replacement ladder truck is two (2) years. (Chief Josh Wehinger)

Reminder: Will need a motion to remove from the table, discussion and possible action, replacement of Ladder 1 truck with a maximum of \$1.8 million of ARPA funds. (Item tabled at 4/1/2024 meeting. Item removed from 4/15/2024 agenda due to not having a full council in attendance.)

- [31.](#) Discussion and Possible Action: Appointment of Tanya Johnson to the Planning and Zoning Board, the Board of Adjustments, and the Historical Preservation Agency (Growth Management Director David Young)

Note: Currently the Board has three (3) vacancies.

Comments by Council Members**Adjournment****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. Drinking Water Week - May 5 - 11, 2024

Proclamation

DRINKING WATER WEEK

MAY 5 – 11, 2024

- WHEREAS,** *water is our most valuable natural resource; and*
- WHEREAS,** *drinking water serves a vital role in daily life, serving an essential purpose to health, hydration, and hygiene needs for quality of life our citizens enjoy; and*
- WHEREAS,** *tap water delivers public health protection, fire protection, support for our economy and the quality of life we enjoy; and*
- WHEREAS,** *the hard work performed by the entire water sector, designing capital projects, operators ensuring the safety and quality of drinking water or a member of a pipe crew maintaining the infrastructure communities rely on to transport high quality drinking water from its source to consumers' taps; and*
- WHEREAS,** *the coronavirus pandemic has shone a light on the importance of drinking water for health, hydration, and hygiene needs; and*
- WHEREAS,** *we are all stewards of the water infrastructure upon which current and future generations depend; and*
- WHEREAS,** *the citizens of our city are called upon to help protect our source waters from pollution, practice water conservation and get involved with their water by familiarizing themselves with it;*

NOW, THEREFORE, I, Stephen M. Witt, Mayor of the City of Lake City, Florida do hereby proclaim May 5-11, 2024, as Drinking Water Week in the City of Lake City.

In witness whereof I have hereunto set my hand and caused this seal to be affixed this 6th day of May 2024.



A handwritten signature in blue ink, reading "Stephen M. Witt", is written over a horizontal line.

File Attachments for Item:

2. Municipal Clerks Week - May 5 - 11, 2024

Proclamation

MUNICIPAL CLERKS WEEK

May 5 - 11, 2024

WHEREAS, *the Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and*

WHEREAS, *the Office of the Municipal Clerk is the oldest among public servants; and*

WHEREAS, *the Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels; and*

WHEREAS, *Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal services to all; and*

WHEREAS, *the Municipal Clerk serves as the information center on functions of local government and community; and*

WHEREAS, *Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, province, county and international professional organizations; and*

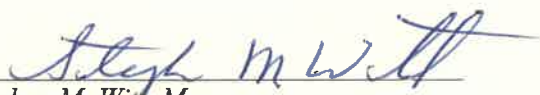
WHEREAS, *it is most appropriate that we recognize the accomplishments of this Office of the Municipal Clerk.*

NOW, THEREFORE, *I, Stephen M. Witt, Mayor of the City of Lake City, Florida, do hereby recognize the week of May 5 through May 11, 2024, as "MUNICIPAL CLERKS WEEK" and further extend appreciation to our Municipal Clerk, Audrey Sikes, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.*



**Seal of the City of Lake City
State of Florida**

In witness whereof I have hereunto set my hand and caused this seal to be affixed this 6th day of May 2024.


Stephen M. Witt, Mayor
City of Lake City

File Attachments for Item:

3. National Police Week - May 12 - 18, 2024

Proclamation

NATIONAL POLICE WEEK MAY 12 - 18 2024

WHEREAS, *the Congress and President of the United States have designated May 15 as Peace Officers' Memorial Day, and the week in which it falls as National Police Week; and*

WHEREAS, *the members of the law enforcement agency of the City of Lake City play an essential role in safeguarding the rights and freedoms of the Citizens of The City of Lake City; and*

WHEREAS, *it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and*

WHEREAS, *the men and women of the law enforcement agency of the City of Lake City unceasingly provide a vital public service;*

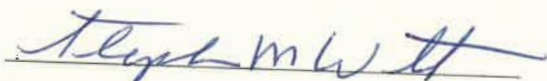
NOW, THEREFORE, *I, Stephen M. Witt, Mayor of the City of Lake City, Florida, call upon all citizens of the City of Lake City and upon all patriotic, civic and educational organizations to observe the week of May 12 through 18, 2024 as "National Police Week" with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.*

I further call upon all citizens of the City of Lake City to observe, Wednesday, May 15, as Peace Officers' Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.



Seal of the City of Lake City
State of Florida

In witness whereof I have hereunto set my hand and caused this seal to be affixed this 6th day of May 2024.


Stephen M. Witt, Mayor
City of Lake City

File Attachments for Item:

4. National Tennis Month - May 2024

Proclamation

National Tennis Month May 2024


- WHEREAS,** *on May 21, 1881, the USTA, originally known as the United States National Lawn Tennis Association, was founded in New York City, New York, to create rules and standards for the emerging game of lawn tennis; and*
- WHEREAS,** *the USTA is the nonprofit, national governing body for tennis in the United States, and leads the promotion and growth of the sport at every level of play, from beginners to professionals at the US Open; and*
- WHEREAS,** *the USTA is the largest tennis organization in the world, with over 550,000 members from every corner of the country; and*
- WHEREAS,** *the USTA proudly partners with local tennis programs to showcase the important health, social, and educational benefits of tennis, and make the sport available to everyone, regardless of age, environment, condition, or ability, through its USTA Adaptive grants; and*
- WHEREAS,** *the latest research by the Physical Activity Council shows that more than 23.8 million Americans played tennis in 2023, an unprecedented 25 percent increase in participation over 2020 and the highest number of players since the PAC study began in 2007; and*
- WHEREAS,** *by increasing the accessibility of tennis for citizens of Lake City, Florida of all ages and ability, the USTA has contributed to making our community happier and healthier; and*
- WHEREAS,** *USTA has declared the month of May as National Tennis Month to encourage players, organizations, facilities, retailers, tennis manufacturers and more to promote local programs and activities, at parks and facilities to showcase tennis and spread the word about the sport and its benefits, and to help players and non-players alike find courts and play opportunities in their communities;*

NOW, THEREFORE, I, Mayor Stephen M. Witt, of the City of Lake City, do hereby proclaim the month of May 2024, as Tennis Month in the City of Lake City and in so doing urge all citizens to join me in observing this month with appropriate programs, ceremonies, and activities.



Seal of the City of Lake City
State of Florida

*In witness whereof I have hereunto set my
hand and caused this seal to be affixed
this 6th day of May 2024.*


Stephen M. Witt, Mayor
City of Lake City

File Attachments for Item:

5. April 15, 2024 Regular Session Minutes

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on April 15, 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 – Council Member Ricky Jernigan

ROLL CALL

Mayor/Council Member
City Council

Stephen M. Witt
Jake Hill, Jr. – absent
Chevella Young – absent
Ricky Jernigan
James Carter
Clay Martin
Dee Johnson
Chief Gerard Butler
Audrey Sikes

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

APPROVAL OF AGENDA

Due to not having a full council, Items # 6, 7, and 16 were removed from the agenda. **Mr. Carter made a motion to approve the agenda as amended. Mr. Jernigan seconded the motion and the motion carried unanimously on a voice vote.**

PROCLAMATIONS

1. Youth Leadership Week - April 24-30, 2024

Mayor Witt presented the Youth Leadership Week Proclamation to Victoria and Michael Coker.

2. National Public Safety Telecommunicators Week - April 14-20, 2024

Mayor Witt read this proclamation. No one in attendance to accept.

PUBLIC PARTICIPATION – PERSONS WISHING TO ADDRESS COUNCIL

- Mary Carter and Sylvester Warren
- Angel Martin
- Linda Andrews
- Glenel Bowden
- Sylvester Warren
- John Price

APPROVAL OF CONSENT AGENDA

3. December 27, 2023 Special Called City Council Meeting Minutes
4. April 1, 2024 Regular Session Minutes

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

PRESENTATIONS – None

OLD BUSINESS

Ordinances – None

Other Items

5. Update City Manager Hiring Process (Mayor Stephen Witt)

PUBLIC COMMENT: Sylvester Warren; Glenel Bowden

Mr. Jernigan spoke in favor of keeping the schedule as presented.

PUBLIC COMMENT: Susan Phillips

6. Update and Direction from Council: Paul Dyal's Severance Package (Interim City Manager Dee Johnson)

This Item was removed during approval of agenda.

7. Discussion and Possible Action: Remaining ARPA Funds (Jake Hill, Jr.)

This Item was removed during approval of agenda.

NEW BUSINESS

Ordinances

8. City Council Ordinance No. 2024-2271 (first reading) - An ordinance of the City of Lake City, Florida, relating to compensation of the mayor and members of the City Council; amending Article II Section 2-53 of the City Code of Ordinances; providing definitions; providing for compensation amounts; providing for procedures to adjust compensation amounts; providing direction for codification of this ordinance; repealing all ordinances in conflict; providing for severability; and providing for an effective date.

PUBLIC COMMENT: Glenel Bowden; Sylvester Warren

Mr. Carter made a motion to approve City Council Ordinance No. 2024-2271 on first reading.

Mr. Jernigan spoke in opposition of Ordinance 2024-2271.

Mayor Witt seconded the motion.

Mr. Carter spoke in support of Ordinance 2024-2271.

A roll call vote was taken and the motion carried.

Mr. Carter	Aye
Mayor Witt	Aye
Mr. Jernigan	Nay

9. City Council Ordinance No. 2024-2272 (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 24-01, relating to an amendment to the text of the Land Development Regulations; providing for amending Subsection 13.11.3 entitled "Action on Site and Development Plan," concerning providing notice and hearings for consideration of site and development plans; providing severability; repealing all ordinances in conflict; and providing an effective date. **Mr. Jernigan made a motion to approve City Council Ordinance No. 2024-2272 on first reading. Mr. Carter seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Jernigan	Aye
Mr. Carter	Aye
Mayor Witt	Aye

Open Quasi-Judicial Proceeding

At this time Attorney Clay Martin read from a prepared script.

Preliminary Matters (Attorney Clay Martin):

10. **The City Attorney shall read the ordinance by title.**
City Council Ordinance No. 2024-2280 (first reading) - An ordinance of the City of Lake City, Florida, pursuant to petition No. ANX 24-02, relating to voluntary annexation; making findings; annexing certain real property located in Columbia County, Florida, which is reasonably 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. (Victory Land Holdings, LLC).

Mr. Martin asked if anyone in the audience wished to speak to this ordinance, there were none.

11. Disclosure by Council members of ex-parte communications (this includes site visits), if any.

Mr. Martin asked members individually if there had been any ex-parte communication, including site visits.

Mr. Carter	No
Mr. Jernigan	No
Mayor Witt	No

At this time Attorney Martin read the ordinance by title only.

12. Swearing in of applicant/appellant, staff and all witnesses collectively by City Attorney.

Mr. Martin swore in Growth Management Director Dave Young.

13. Clerk should take custody of exhibits.

Mr. Young submitted Exhibit 1 via electronic copy (attached to minutes).

A. Brief introduction of ordinance by city staff. (Dave Young)

B. Presentation of application by applicant.

C. Presentation of evidence by city staff.

D. Presentation of case by third party intervenors, if any.

E. Public comments.

F. Cross examination of parties by party participants.

G. Questions of parties by City Council.

Mr. Jernigan confirmed the location of the parcel with Mr. Young.

H. Closing comments by parties.

I. Instruction on law by attorney.

J. Discussion and action by City Council.

Close Quasi – Judicial Hearing

Mr. Carter made a motion to approve City Council Ordinance No. 2024-2280 on first reading. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.

Mr. Carter	Aye
Mr. Jernigan	Aye
Mayor Witt	Aye

14. City Council Ordinance No. 2024-2281 (first reading) - An ordinance of the City of Lake City, Florida, relating to activities interfering with public safety and public roads; repealing Ordinance 2021-2183 in its entirety; repealing Ordinance 2022-2220 in its entirety; amending Chapter 98, Article V Section 98-70 through section 98-73 of the City of Lake City Code of Ordinances; providing direction for codification of this ordinance; repealing all ordinances in conflict; providing for severability; and providing for an effective date.

Mr. Martin clarified for members this ordinance repeals the City's law that governs the issues with panhandling at intersections, as the current ordinance is not in compliance with the state of the law.

PUBLIC COMMENT: Sylvester Warren

Mr. Jernigan made a motion to approve City Council Ordinance No. 2024-2281 on first reading. Mr. Carter seconded the motion. A roll call vote was taken and the motion carried.

Mr. Jernigan	Aye
Mr. Carter	Aye
Mayor Witt	Aye

Other Items

15. Informational Purposes Only - City Attorney Folds Walker, LLC invoice for February 2024

DEPARTMENTAL ADMINISTRATION

16. Discussion and Possible Action: Approval to use a maximum of \$1.8 million of the remaining ARPA funds to replace the 18-year-old Ladder 1 truck. Currently the build time after purchase of a new replacement ladder truck is two (2) years. (Chief Josh Wehinger)

This was removed during approval of the agenda.

COMMENTS BY COUNCIL MEMBERS

Mr. Carter reported receiving citizen phone calls regarding the lawn care and maintenance at Memorial and Oak Lawn Cemeteries. Mr. Johnson provided an update, and reported with guidance from members, the City would solicit a contract for cemetery maintenance and mowing. Mayor Witt concurred.

Mr. Jernigan mentioned new businesses in Lake City, Crumb & Crust Bakery, and Kiki's Sweets, and also reported the Life South Blood Bank needed donations.

Mr. Carter confirmed with Community Programs Director Terri Phillips the details of the Multicultural Event taking place next weekend. The event will take place from 11:00 AM until 7:00 PM, with over 50 vendors and 22 food trucks.

ADJOURNMENT

Mr. Carter made a motion to adjourn at 7:04 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

Exhibit 1

**Documents provided by Growth Management Director David Young during
Quasi – Judicial Hearing**

Exhibit "1"

Re: Ord# 2024-2280

Staff Exhibits

4/15/2024 mtg.

Schedule of ADS, Letter to BOCC, and Adoption

- **Letter to BOCC March 15**
- **Notice sent to LCR by March 25 for publication on March 28 and April 4 for display ad.**
- **Notice sent to LCR by April 22 for publication on April 25.**
- **First reading of ordinance on April 15.**
- **Second reading of ordinance on May 6.**



DEPARTMENT OF GROWTH MANAGEMENT

205 North Marion Avenue

Lake City, FL 32055

Telephone: (386) 719-5750

growthmanagement@lcfla.com

**PETITION OF OWNER TO VOLUNTARILY ANNEX
REAL PROPERTY TO THE CITY OF LAKE CITY, FLORIDA**

Petitioner(s): Victory Land Holdings, LLC

Whose mailing address is: 2008 Ohio Ave. N, Live Oak, FL 32060

Hereby petition the City Council of the City of Lake City, Florida, to voluntarily annex the real property of petitioner(s) to the City of Lake City, Florida ("City"), pursuant to and in accordance with the provisions of Chapter 171.044, Florida Statutes, and state(s):

1. That petitioner(s) is/are the sole owner(s) of the real property described on Schedule "A" attached hereto and by this reference made a part of this petition) the "Real Property"), as evidenced by a deed or other document recorded in Official Record Book 1503, Pages 1961, public records of Columbia County, Florida, copy of which is attached hereto.
2. If the Real Property is annexed to the City, petitioner(s) agree(s) to and will abide by and comply with all existing and future laws, rules and regulations which presently are and from time to time in the future may be in effect within the City.
3. That the Real Property of the petitioner(s) qualifies and is eligible to be annexed to the boundaries of the City, pursuant to the provisions of Chapter 171, Florida Statutes.
4. That the Real Property of the petitioner(s) is presently classified under the Columbia County Land Use Plan for Commercial use and is zoned C1 Under the Columbia County zoning ordinance.
5. If not already connected to the City's utility services, petitioner(s) agree(s) to and file an application for a connection to the City's water and sewer utility lines to serve said Real Property upon application for Development Permit and agree(s) to abide by and comply with all the terms and conditions of the city codes, resolutions, and further agree(s) to pay all costs relating to the connection fees, installation costs, impact fees, and service charges.

CITY OF



DEPARTMENT OF GROWTH MANAGEMENT

growthmanagement@lcfla.com

WHEREFORE, petitioner(s) request(s) that the City immediately take action to approve this petition and annex the Real Property into the City.

DATED this 7 day of Feb, 20 24

Signed, sealed and delivered in the presence of:

Note: Name must appear as on deed. Attach corporate seal if required

(Witness) Printed Name

(Witness) Signature

(Witness) Printed Name

(Witness) Signature

(Witness) Printed Name

(Witness) Signature

(Owner) Printed Name

(Owner) Signature

(Owner) Printed Name

(Owner) Signature

(Owner) Printed Name

(Owner) Signature

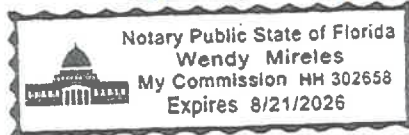
STATE OF Florida

COUNTY OF Suwannee

I HEREBY CERTIFY that on this day, 2/7/24, personally appeared before me, by means of ☒ Physical presence or ☐ online notarization, who is personally known to me or who has produced _____ as identification, who is person described in and who executed the foregoing instrument and who acknowledged before me that they executed the same for the uses and purposes therein expressed.

WITNESS my hand and official seal, this 7th day of February, 20 24

(Notary Seal or Stamp)



Notary Public, State of Florida

Personally Known ☒ OR Produced Identification ☐ Type of Identification Produced _____

growthmanagement@lcfla.com



DEPARTMENT OF GROWTH MANAGEMENT

205 North Marion Avenue

Lake City, FL 32055

Telephone: (386) 719-5750

growthmanagement@lcfla.com

ITEMS NEEDED FOR ANNEXATION

- ✓1. Application (completely filled out, signed and notarized)
- ✓2. Copy of Warranty Deed
- ✓3. If Warranty Deed is in a Corporate, Trust or Business name, then a copy of the Charter or documentation showing a list of eligible member(s) must be provided.
- ✓4. Three (3) copies of Boundary Survey.
- ✓5. Legal Description electronically provided or on a CD in Word Format.



Columbia County Property Appraiser Jeff Hampton | Lake City, Florida | 386-758-1083

PARCEL: 35-3S-16-02519-002 (46537) | VACANT COMMERCIAL (1000) | 2.32 AC
 COMM AT NW COR OF NE 1/4 OF SE 1/4, E 522.94 FT, S 330.93 FT TO SRTHLY R/W LINE OF NW READ TER, N 56 DEG E 214.39 FT TO POB, N 56 DEG E 646.75 FT, S

VICTORY LAND HOLDINGS LLC		2024 Working Values			
Owner:	2008 OHIO AVE N LIVE OAK, FL 32060	Mkt Lnd	\$303,177	Appraised	\$303,177
Site:	465 NW REAL TER, LAKE CITY	Ag Lnd	\$0	Assessed	\$303,177
Sales		Bldg	\$0	Exempt	\$0
Info	12/1/2023 \$1,000,000 V (Q)	XFOB	\$0		
		Just	\$303,177	Total Taxable	county:\$303,177 city:\$0 other:\$0 school:\$303,177

NOTES:

Columbia County, FL

This information, updated: 3/7/2024, was derived from data which was compiled by the Columbia County Property Appraiser Office solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of the ownership of property or market value. No warranties, expressed or implied, are provided for the accuracy of the data herein, it's use, or it's interpretation. Although it is periodically updated, this information may not reflect the data currently on file in the Property Appraiser's office. GrizzlyLogic.com

Prepared by and return to:

TJ Brinson
Brinson & McLeod Title and Closing Services, LLC
118 Parshley Street Southwest
Live Oak, FL 32064
(386) 330-0125
File No 23-606

Parcel Identification No 35-3S-16-02519-000

[Space Above This Line For Recording Data]

WARRANTY DEED

(STATUTORY FORM – SECTION 689.02, F.S.)

This indenture made the 15 day of December, 2023 between Richard C. Cole and Janice C. Bates, Individually and as Trustees of Overflow Land Trust dated October 7, 1994, whose post office address is P.O. Box 16, Lake City, FL 32056, of the County of Columbia, State of Florida, Grantor, to Victory Land Holdings, LLC, a Florida Limited Liability Company, whose post office address is 2008 Ohio Avenue North, Live Oak, FL 32060, of the County of Suwannee, State of Florida, Grantee:

Witnesseth, that said Grantor, for and in consideration of the sum of TEN DOLLARS (U.S.\$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantee, and Grantee's heirs and assigns forever, the following described land, situate, lying and being in Columbia, Florida, to-wit:

Parcel 1

A portion of land being situate in Section 35, Township 3 South, Range 16 East, Columbia County, Florida, described as follows:

COMMENCE AT THE NW CORNER OF THE NE 1/4 OF THE SE 1/4 OF SECTION 35, TOWNSHIP 3 SOUTH, RANGE 16 EAST, COLUMBIA COUNTY, FLORIDA; AND RUN THENCE N.86°55'26"E ALONG THE NORTH LINE OF SAID NE 1/4 OF SE 1/4, 522.94 FEET TO A 4'X4' CONCRETE MONUMENT LABELED W.C. HALE PLS #1519; THENCE S.03°31'54"E, 330.93 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF NW REAL TERRACE AND THE POINT OF BEGINNING; THENCE S.02°38'19"E 101.03 FEET TO AN IRON ROD AND CAP MARKED LB3624; THENCE S.84°43'25"E, 1022.54 FEET TO A SET IRON ROD AND CAP ON THE WEST RIGHT-OF-WAY LINE OF NW BASCOM NORRIS ROAD SAID POINT BEING ON A CURVE OF A CURVE TO THE LEFT HAVING A RADIUS OF 956.45 FEET AN INCLUDED ANGLE OF 14°05'14" AND A CHORD BEARING AND DISTANCE OF N.01°43'49"W, 234.57 FEET; THENCE NORTHWESTERLY ALONG THE ARC OF SAID CURVE AN ARC DISTANCE OF 235.16 FEET; THENCE N.84°31'37"W, 294.47 FEET TO AN IRON ROD LABELED LB7042; THENCE CONTINUE N.84°31'37"W, 547.34 FEET TO A POINT ON SAID SOUTHERLY RIGHT-OF-WAY OF NW REAL TERRACE; THENCE N.56°01'50"E, ALONG SAID RIGHT-OF-WAY 214.39 FEET TO THE POINT OF BEGINNING.

AND

COMMENCE AT THE NW CORNER OF THE NE 1/4 OF THE SE 1/4 OF SECTION 35, TOWNSHIP 3 SOUTH, RANGE 16 EAST, COLUMBIA COUNTY, FLORIDA AND RUN THENCE N.86°55'26"E, ALONG THE NORTH LINE OF SAID NE 1/4 OF SE 1/4, 522.94 FEET TO A 4'X4' CONCRETE MONUMENT LABELED W.C. HALE PLS #1519) THENCE S.03°31'54"E 330.93 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF NW REAL TERRACE; THENCE N.56°01'50"E, ALONG SAID RIGHT-OF-WAY, 214.39 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE N.56°01'50"E, ALONG SAID RIGHT-OF-WAY LINE, 646.75 FEET; THENCE S.06°35'36"W, 410.96 FEET; THENCE N.84°31'37"W, 491.43 FEET TO THE POINT OF BEGINNING,

Grantor warrant that at the time of this conveyance, the subject property is not the Grantor's homestead within the meaning set forth in the constitution of the State of Florida, nor is it contiguous to or a part of a homestead property. Grantor's residence and homestead address is: P.O. Box 16, Lake City, FL 32056.

Together with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

Subject to taxes for 2023 and subsequent years, not yet due and payable; covenants, restrictions, easements, reservations and

Warranty Deed

File No.: 23-606

Page 1 of 3



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company
VICTORY LAND HOLDINGS LLC

Filing Information

Document Number L16000066624
FEI/EIN Number 81-2441842
Date Filed 04/04/2016
Effective Date 03/28/2016
State FL
Status ACTIVE

Principal Address

2008 OHIO AVE N
LIVE OAK, FL 32064

Changed: 10/25/2016

Mailing Address

2008 OHIO AVE N
LIVE OAK, FL 32064

Changed: 10/25/2016

Registered Agent Name & Address

GREENE, KEVIN B
2008 n ohio ave
LIVE OAK, FL 32064

Address Changed: 02/21/2018

Authorized Person(s) Detail

Name & Address

Title AMBR

GREENE, KEVIN B
2008 OHIO AVE N
LIVE OAK, FL 32064

Title AMBR

MCLEOD, JOHN K
2008 OHIO AVE N
LIVE OAK, FL 32064

Annual Reports

Report Year	Filed Date
2021	01/08/2021
2022	02/01/2022
2023	01/27/2023

Document Images

01/27/2023 -- ANNUAL REPORT	View image in PDF format
02/01/2022 -- ANNUAL REPORT	View image in PDF format
01/08/2021 -- ANNUAL REPORT	View image in PDF format
03/20/2020 -- ANNUAL REPORT	View image in PDF format
01/21/2019 -- ANNUAL REPORT	View image in PDF format
02/21/2018 -- ANNUAL REPORT	View image in PDF format
04/17/2017 -- ANNUAL REPORT	View image in PDF format
04/04/2016 -- Florida Limited Liability	View image in PDF format

Florida Department of State, Division of Corporations

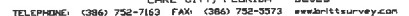
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NOTE: UNLESS IT BEARS THE ORIGINAL SIGNATURE AND THE ORIGINAL RAFFER SEAL OF A FLORIDA LICENSED RAFFER, THIS PASSPORT IS NOT VALID FOR INTERNATIONAL PURPOSES ONLY AND IS NOT VALID FOR RE-ENTRY TO THE UNITED STATES.



PARCEL: 35-3S-16-02519-000

DESCRIPTION:

COMMENCE AT THE NW CORNER OF THE NE 1/4 OF THE SE 1/4 OF SECTION 35, TOWNSHIP 3 SOUTH, RANGE 16 EAST, COLUMBIA COUNTY, FLORIDA AND RUN THENCE N86°55'26"E, ALONG THE NORTH LINE OF SAID NE 1/4 OF SE 1/4, 522.94 FEET TO A 4'X4' CONCRETE MONUMENT LABELED W.C. HALE PLS #1519; THENCE S03°31'54"E, 330.93 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF NW REAL TERRACE; THENCE N56°01'50"E, ALONG SAID RIGHT-OF-WAY 214.39 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE N56°01'50"E, ALONG SAID RIGHT-OF-WAY LINE, 646.75 FEET; THENCE S06°35'36"W, 410.96 FEET; THENCE N84°31'37"W, 491.43 FEET TO THE POINT OF BEGINNING. PARCEL CONTAINS 2.32 ACRES, MORE OR LESS.

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

Ordinance 2024-2280- Annexation of real property within Columbia County.

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

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

In accordance with the provisions of controlling law, the City hereby publishes the following information:

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

1. Summary of the proposed ordinance:

The voluntary annexation of a parcel of land contiguous to the boundaries of the City of Lake City, FL.

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

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No estimated direct impact of the proposed ordinance on private, for profit businesses in the City.

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

Zero

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

City staff solicited comments from businesses in the City as to the potential impact of the proposed ordinance by posting on the City website.

The proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not affect only businesses).

NOTICE OF ENACTMENT OF ANNEXATION ORDINANCE
BY THE CITY COUNCIL OF THE
CITY OF LAKE CITY, FLORIDA

NOTICE IS HEREBY GIVEN that the ordinance, which title hereinafter appears, will be considered for enactment by the City Council of the City of Lake City, Florida, at a public hearing to be held on February 20, 2024 at 6:00 p.m., as soon thereafter as the matter can be heard in the City Council Meeting Room, Second Floor, City Hall located at 205 North Marion Avenue, Lake City, Florida. At the aforementioned public hearing, all interested parties may appear and be heard with respect to the petition and the ordinance adopting the petition. Copies of the petition and the ordinance adopting the petition are available for public inspection by contacting the Office of the City Clerk at clerk@lcfla.com or 386.719.5826. The title of said ordinance reads, as follows:

ORDINANCE NO. 2024-2280

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, PURSUANT TO PETITION NO. ANX 24-02, RELATING TO VOLUNTARY ANNEXATION; MAKING FINDINGS; ANNEXING CERTAIN REAL PROPERTY LOCATED IN COLUMBIA COUNTY, FLORIDA, WHICH IS REASONABLY 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

Members of the public may also view the meeting on our YouTube channel at:
<https://www.youtube.com/channel/UC28Eyfa2Uogc-8VTWqafG3w>.

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

The public hearing may be continued to one or more future dates. Any interested party shall be advised that the date, time and place of any continuation of the public hearing shall be announced during the public hearing and that no further notice concerning the matter will be published, unless said continuation exceeds six calendar weeks from the date of the above referenced public hearing.

All persons are advised that if they decide to appeal any decision made at the above referenced public hearing, they will need a record of the proceedings, and that, for such purpose, they 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.

Persons with disabilities requesting reasonable accommodations to participate in these proceedings should contact the Office of City Manager at 386.719.5768 at least 48 hours prior to the proceedings. If you are hearing or speech impaired, please contact the Florida Relay Service at 800.955.8770 (voice) or 800.955.8771 (TTY).

Angelo, Robert

From: LCR-Classifieds <classifieds@lakecityreporter.com>
Sent: Monday, March 25, 2024 12:01 PM
To: Angelo, Robert
Subject: RE: 77067 & 77068 RE: Display Ad for Annexation ANX 21-02

Confirmed!

Thank you
Kym Harrison • 386-754-0401
1086 SW Main Blvd. Suite 103, Lake City, FL 32025
Serving 4 counties in North Florida

Why Local Newsprint Advertising?

- 1 Newspaper readers are ENGAGED
- 2 Newspapers are viewed as TRUSTWORTHY

From: Angelo, Robert <AngeloR@lcfla.com>
Sent: Monday, March 25, 2024 12:00 PM
To: LCR-Classifieds <classifieds@lakecityreporter.com>
Subject: RE: 77067 & 77068 RE: Display Ad for Annexation ANX 21-02

Looks good.

Thank You
Robert Angelo
City of Lake City
Growth Management
growthmanagement@lcfla.com
386-719-5820



PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City officials regarding City business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.

From: LCR-Classifieds <classifieds@lakecityreporter.com>
Sent: Monday, March 25, 2024 11:44 AM
To: Angelo, Robert <AngeloR@lcfla.com>
Subject: 77067 & 77068 RE: Display Ad for Annexation ANX 21-02

Proof attached for approval to print 3/28 & 4/4. 3x14 Total cost for both pubs is 1282.26

Thank you
Kym Harrison • 386-754-0401
1086 SW Main Blvd. Suite 103, Lake City, FL 32025

Why Local Newsprint Advertising?

1 Newspaper readers are ENGAGED

2 Newspapers are viewed as TRUSTWORTHY

From: Angelo, Robert <AngeloR@lcfla.com>

Sent: Monday, March 25, 2024 11:20 AM

To: LCR-Classifieds <classifieds@lakecityreporter.com>

Subject: Display Ad for Annexation ANX 21-02

Kym,

To be published as a nonlegal advertisement, no less than two columns wide, with the title - **NOTICE OF VOLUNTARY ANNEXATION** - at least 18 point in size, in the Lake City Reporter on **March 28, 2024** and **April 4, 2024**.

Thank You

Robert Angelo

City of Lake City

Growth Management

growthmanagement@lcfla.com

386-719-5820

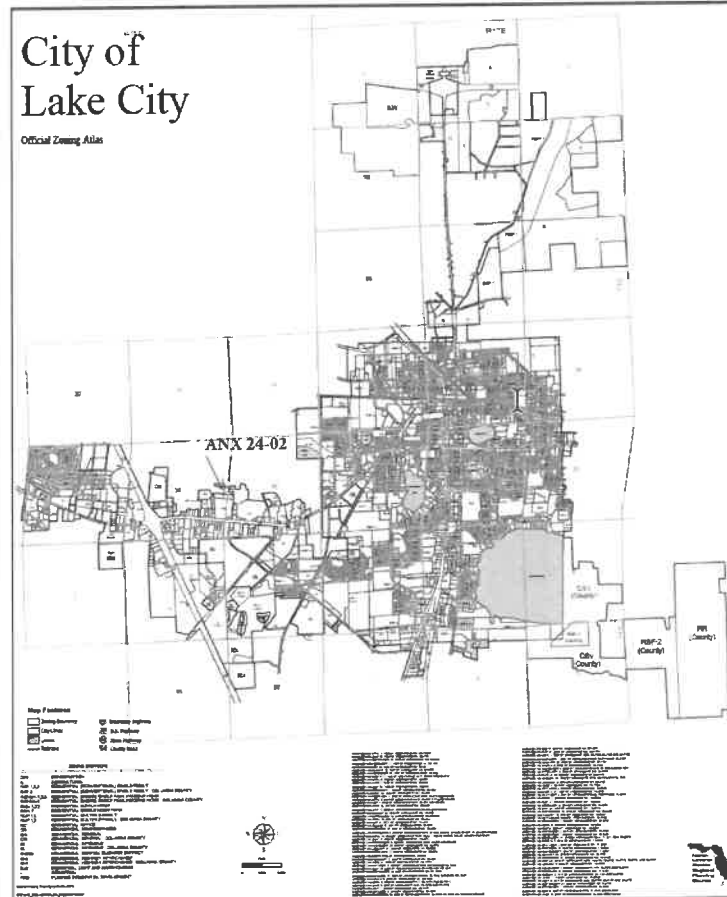


PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City officials regarding City business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.

NOTICE OF VOLUNTARY ANNEXATION

NOTICE HEREBY GIVEN, pursuant to Section 171.044, Florida Statutes, as amended, that the ordinance, which title hereinafter appears, will be considered for enactment by the City Council of the City of Lake City, Florida, on April 15, 2024 at 6:00 p.m., or as soon thereafter as the matter can be heard in the City Council Meeting Room, Second Floor, City Hall located at 205 North Marion Avenue, Lake City, Florida. At the aforementioned public hearing all interested parties may be heard with respect to the ordinance. The complete legal description of the areas to be annexed, as well as a copy of the ordinance, can be obtained from the Office of the City Clerk, City Hall located at 205 North Marion Avenue, Lake City, Florida, during regular business hours.

Ordinance No. 2024-2280, Petition No. ANX 24-02, by Victory Land Holdings, LLC, provides for the voluntary annexation of a parcel of land contiguous to the boundaries of the City of Lake City, Florida, as shown on the location map below. The area to be annexed is located in Section 35, Township 3 South, Range 16 East, Columbia County, Florida. The area to be annexed consists of 2.32 acres, more or less.



The title of said ordinance reads, as follows:

ORDINANCE NO. 2023-2280
AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, PURSUANT TO PETITION NO. ANX 24-02, RELATING TO VOLUNTARY ANNEXATION; MAKING FINDINGS; ANNEXING CERTAIN REAL PROPERTY LOCATED IN COLUMBIA COUNTY, FLORIDA, WHICH IS REASONABLY 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

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

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

Copies of the petition for voluntary annexation and the ordinance adopting the voluntary annexation are available for public inspection by contacting the Office of the City Clerk at clerk@lcfla.com or by calling 386.719.5826.

The public hearing may be continued to one or more future dates. Any interested party shall be advised that the date, time and place of any continuation of the public hearing shall be announced during the public hearing and that no further notice concerning the matter will be published, unless said continuation exceeds six calendar weeks from the date of the above referenced public hearing.

All persons are advised that if they decide to appeal any decision made at the above referenced public hearing, they will need a record of the proceedings, and that, for such purpose, they 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. Persons with disabilities requesting reasonable accommodations to participate in these proceedings should contact Joyce Bruner, Office of City Manager, 386.719.5768 at least 48 hours prior to the proceedings. If you are hearing or speech impaired, please contact the Florida Relay Service at 800.955.8770 (voice) or 800.955.8771 (TTY).

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Official Zoning Atlas



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U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
OFFICIAL USE	
Certified Mail Fee	\$ 4.40
Extra Services & Fees (check box, add fee as appropriate)	
<input checked="" type="checkbox"/> Return Receipt (hardcopy)	\$ 3.25
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$.61
Total Postage and Fees	\$ 8.69
Sent To	Board of County Commissioners
Street and Apt. No., or PO Box No.	135 NE Hernando Ave. Suite 203
City, State, ZIP+4®	Lake City, FL 32055
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions	





March 15, 2024

Board of County Commissioners
Columbia County, FL
135 NE Hernando Avenue, Suite 203
Lake City, FL 32055

RE: Petition No. ANX 24-02 (Victory Land Holding, LLC)

Letter for Notice of Voluntary Annexation
Map Concerning Voluntary Annexation

Dear Board of County Commissioners, Columbia County, FL

Please find enclosed the above referenced notice of voluntary annexation and map concerning area of voluntary annexation.

If you have any questions concerning the matter please contact Robert Angelo, Planning and Zoning Tech, Lake City, FL, at 386-719-5820.

Sincerely,

Robert Angelo
Planning and Zoning Tech
City of Lake City



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Official Zoning Atlas



March 15, 2024

Board of County Commissioners
Columbia County, FL
135 NE Hernando Avenue, Suite 203
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1

File Attachments for Item:

6. City Council Resolution No. 2024-029 - A resolution of the City Council of the City of Lake City, Florida, approving that certain agreement between the City, Careersource Florida Crown, and Columbia County; making certain findings of fact in support of the City approving said agreement; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; providing for the implementation of the "Summer Youth Employment Program" to include training and employment opportunities with the City from May 28, 2024 through July 18, 2024; repealing all prior resolutions in conflict; and providing an effective date.

MEETING DATE
5-6-24

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Summer Youth Employment Program 2024

DEPT / OFFICE: Lake City Police Department

Originator:

Chief Gerald Butler

City Manager

Dee Johnson, Interim City Manager

Department Director

Chief Gerald Butler

6/100

Date

4-11-24

Recommended Action: Approve Summer Youth Agreement for 2024 between CareerSource Florida Crown, City of Lake City, and Columbia County. This will continue the positive outcome of the program offered in 2019 (2020 did not have a program due to COVID-19), 2021, 2022, and 2023.

Summary Explanation & Background: In 2019, the Lake City Police Department approached CareerSource Florida Crown to develop a partnership to offer a Summer Youth Employment Program which would provide employment to youth ages 16-18, with an extension for 19-year-olds graduating that year.

The Lake City Police Department supports diversion programs; therefore, this employment program will also be offered to youth who have committed misdemeanor crimes. There are several expected outcomes of this program:

1. Participants receive income to assist with school supplies and family needs
2. Bridge the gap between law enforcement officers and the community by fostering positive relationships
3. Participants will become more productive and contributing members of the community.

This year, there are 18 employers who will be participating with approximately 40 students to fill positions with those employers.

Alternatives: Limited summer employment opportunities for youth of the community to interact with the police and other employers.

Source of Funds:

FY 24 Budget line item 001.11.521-030.49

Financial Impact:

None-already budgeted in FY 24.

Exhibits Attached:

After Action Report/Summary 2023

Summer Youth Agreement 2024

Summer Youth Employment Program 2024 Event Notice

Promotional Flier for 2024

2024 Facts Sheet

Budget page from FY24 for Council-approved line item funding

RESOLUTION NO 2024 - 029

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, APPROVING THAT CERTAIN AGREEMENT BETWEEN THE CITY, CAREERSOURCE FLORIDA CROWN AND COLUMBIA COUNTY; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY APPROVING SAID AGREEMENT; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; PROVIDING FOR THE IMPLEMENTATION OF THE "SUMMER YOUTH EMPLOYMENT PROGRAM" TO INCLUDE TRAINING AND EMPLOYMENT OPPORTUNITIES WITH THE CITY FROM MAY 28, 2024 THROUGH JULY 18, 2024; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lake City, Florida, (the "City") by and through the Lake City Police Department (the "Police Department") has historically joined with CareerSource Florida Crown ("CSFC") to provide employment assistance to adolescents; and

WHEREAS, the City, Police Department, and CSFC desire to provide employment assistance again through the "Summer Youth Employment Program"; and

WHEREAS, the City, Police Department, and CSFC desire to provide training and employment opportunities to the youth of the surrounding communities that will benefit the communities; and

WHEREAS, the City, Police Department, and CSFC have found benefits from working together in the past and desire to continue the working relationship; and

WHEREAS, the City, Police Department and CSFC desire to enter into the *Lake City Summer Youth Employment Program Agreement Between CareerSource Florida Crown and the City of Lake City and Columbia County*, a copy of which is attached hereto and made a part of this resolution (hereinafter the "Summer Youth Employment Agreement"); now therefore.

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Engaging the Vendor to provide the products and services in the Agreement to complete the Project

is in the public or community interest and for public welfare; and

2. In furtherance thereof, the Agreement in the form of the Exhibit attached hereto should be and is approved by the City Council of the City of Lake City; and
3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code of Ordinances to enforce such rules and regulations as are adopted by the City Council of the City of Lake City; and
4. The Mayor of the City of Lake City is directed to execute on behalf of and bind the City to the terms of the Agreement; and
5. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
6. This resolution shall become effective and enforceable upon final adoption by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ____ day of May, 2024.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF
THE CITY OF LAKE CITY, FLORIDA:

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

**CareerSource Florida Crown
Region 07**

Summer Youth Agreement

with

The City of Lake City

And

Columbia County

subrecipient ☐ or vendor ☒

March 28, 2024

**LAKE CITY SUMMER YOUTH EMPLOYMENT PROGRAM AGREEMENT
BETWEEN CAREERSOURCE FLORIDA CROWN AND THE CITY OF LAKE CITY
AND COLUMBIA COUNTY**

This **AGREEMENT** is entered into between CareerSource Florida Crown (**hereinafter referred to as “CSFC”**), located at 1389 US Highway 90 West, Suite 170-B, Lake City, Florida 32055
and

City of Lake City (hereinafter referred to as CLC) located at 205 N. Marion Ave, Lake City, FL 32055

and

Columbia County, (hereinafter referred to as CC) located at 135 N.E. Hernando Ave, Lake City, FL 32055.

1. TERMS and CONDITIONS:

CSFC, CLC and CC will provide employment assistance under the Summer Youth Program as follows:

- A. All participants designated for the Summer Youth Program must meet eligibility requirements per the CSFC. CSFC will establish and certify eligibility of all participants prior to their enrollment in the program.
- B. The Summer Youth Program consists of one (1) week of mandatory soft skills training, unpaid. Once the soft skills training is complete, the participant will have the opportunity to complete up to six (6) weeks of paid work experience.
- C. The rate of compensation for the Summer Youth Program is \$12.50 per hour for 32 hours per week maximum. Each participant will receive a W-2 at the end of year in order to file taxes as no taxes will be deducted.
- D. Funds from CSFC in conjunction with the City of Lake City and Columbia County will be used to compensate participants in the Summer Youth Employment Program.
- E. CSFC cannot pay overtime.
- F. The CSFC will not negotiate a contract with an Employer who is involved in a labor dispute, has employees in active layoff status, or is in violation of Davis-Bacon Labor practices.
- G. No contract will be negotiated, or Trainee placed, with an employer that discriminates in its training or hiring practices because of race, color, sex, national origin, religion, physical or mental disability, political beliefs or affiliations, age, or because of their participation in Federal Grant Programs.

- H. CSFC will not negotiate a contract if the implementation of that contract would displace any current employee or infringe upon the promotional opportunities of any current employee.
- I. CSFC will not negotiate a contract with an Employer that has relocated from another area in the United States within the last one hundred twenty (120) days, if, by relocating, any employees experienced a layoff.
- J. CSFC will evaluate the progress and quality of training on a continuous basis.
- K. CSFC will provide a Job Coach/Developer who will be working with the participant to ensure they are meeting the requirements of the position.
- L. The CLC, CC, and CSFC will work with the Job coach/Developer to determine job duties and skills training.
- M. Contracts through the Summer Youth Program may **NOT** be made with businesses and agencies that can directly benefit from services and are represented on the CSFC Board of Directors.
- N. Once approved, CSFC will provide an executed contract for the employer(s) listed within this document.
- O. Participants will provide completed weekly timesheets to CSFC for processing of payments.
- P. Employer agrees to forward all training documentation relating to the training to CSFC.
- Q. Once training is complete, the Participant will be required to complete a post-employment debriefing.

This **AGREEMENT** shall commence on **June 10, 2024**, or the date on which this **AGREEMENT** has been signed by both parties. This **AGREEMENT** shall terminate no later than **July 19, 2024**.

It is understood and agreed to by the Contractor that CSFC may use information regarding this **AGREEMENT** in its grant applications.

2. Termination:

a) Termination at Will:

This **AGREEMENT** may be terminated by either party upon no less than thirty (30) days notice, without cause. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery, to the individuals identified

b) Termination for Breach:

Unless EMPLOYER breach is waived by CSFC in writing, the CSFC may, upon written notice of breach to EMPLOYER, terminate this **AGREEMENT** upon no less than seventy-two (72) hours notice. Said notice shall be delivered by certified mail, return receipt requested, or in person with proof of delivery. Waiver or breach of any provision of this **AGREEMENT** shall not be deemed to be waiver of any other breach and shall not be construed to be a modification of terms to the **AGREEMENT**

3. Notice of Contact:

The name, title and address of the representative for the CSFC:

Elissa Howard or Ron Jones
CareerSource Florida Crown
1389 US Hwy. 90 West, Suite 170-B, Lake City, FL 32055
(386) 755-9026, ext. 3219 or 3132

The name, title and address of the representative for EMPLOYER:

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

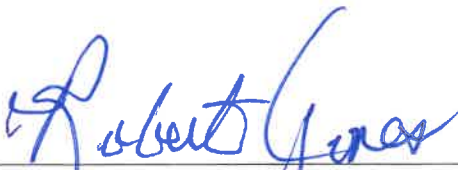
Columbia County
135 N.E. Hernando Ave
Lake, City, FL 32055


In the event that either party designates a different representative following the execution of this **AGREEMENT**, notice of the name, title and address of the new representative will be rendered in writing to the other party and said notification attached to the original copies of the **AGREEMENT**.

This **AGREEMENT** contains all the terms and conditions agreed upon by both parties.

IN WITNESS thereof, the parties hereto have caused this **AGREEMENT** to be executed by their undersigned agreed upon by both parties.

CareerSource Florida Crown



Robert Jones, Executive Director


Date

City of Lake City

Authorized Representative

Official Title

Date

Columbia County

Authorized Representative

Official Title

Date

Account 030.48 - Operating Expense Promotional Activities

001.11.521-030.48	Breakfast with the Chief (Quarterly)	1,200.00
001.11.521-030.48	CARC/Happy House Event	60.00
001.11.521-030.48	Citizens Police Academy	1,500.00
001.11.521-030.48	Community Events	500.00
001.11.521-030.48	Community Outreach (ad, event tickets, Promotional items)	2,000.00
001.11.521-030.48	Facebook Market Ads	100.00
001.11.521-030.48	Greater Lake City CDC Ad	100.00
001.11.521-030.48	Greater Lake City CDC Banquet	225.00
001.11.521-030.48	Hurricane Ad	250.00
001.11.521-030.48	March of Dimes Chef's Auction	200.00
001.11.521-030.48	National Night Out/Halloween Safety Bash	1,000.00
001.11.521-030.48	Recruiting/Crime Prevention Supplies	2,000.00
001.11.521-030.48	Swearing-In Ceremonies	500.00

Account 030.48 - Operating Expense Promotional Activities Totals \$9,635.00

Account 030.49 - Operating Expense Other Current Charges

001.11.521-030.49	Awards Banquet	2,400.00
001.11.521-030.49	Retirement Bonus	2,500.00
001.11.521-030.49	Summer Youth Program	25,000.00

Account 030.49 - Operating Expense Other Current Charges \$29,900.00

Account 030.51 - Operating Expense Office Supplies

001.11.521-030.51	Copier Paper	1,500.00
001.11.521-030.51	Office Supplies	2,000.00
001.11.521-030.51	Thermal Paper (Patrol)	3,000.00
001.11.521-030.51	Toner Cartridges for Printers	1,500.00

Account 030.51 - Operating Expense Office Supplies Totals \$8,000.00

Account 030.52 - Operating Expense Operating Supplies

001.11.521-030.52	Ammunition, Firearms, Targets and Supplies, Firearms	50,000.00
001.11.521-030.52	Axon Taser 7 (qty 47) (Year 2 of 5)	30,877.00
001.11.521-030.52	Ballistic Vest (CIU, CID)	925.00
001.11.521-030.52	Ballistic Vest with Carrier	30,000.00
001.11.521-030.52	Brother Thermal Printer	2,500.00
001.11.521-030.52	Carpet and Tile Cleaning	1,200.00
001.11.521-030.52	Cleaning Supplies	3,000.00
001.11.521-030.52	Clothing Allowance Support Bureau	4,000.00
001.11.521-030.52	Clothing Cleaning Allowance	30,000.00
001.11.521-030.52	Desktops	21,000.00
001.11.521-030.52	Diesel Fuel for Generator	1,000.00
001.11.521-030.52	Dispatch Headsets	3,000.00
001.11.521-030.52	Evidence Supplies	4,500.00
001.11.521-030.52	Facelogic Program	999.00
001.11.521-030.52	General Medical Supplies	5,000.00
001.11.521-030.52	Investigative Supplies	3,500.00
001.11.521-030.52	IT Operating Supplies	12,000.00
001.11.521-030.52	K-9 Officer (Canine)	15,000.00
001.11.521-030.52	K-9 Supplies and Services	7,500.00
001.11.521-030.52	Keys	500.00
001.11.521-030.52	Leads Online Program	4,000.00
001.11.521-030.52	New Vehicle Radio Up-Fit	2,500.00
001.11.521-030.52	Police Explorers Clothing	1,000.00
001.11.521-030.52	Police Explorers Operating Expenses	5,000.00



CareerSource
FLORIDA CROWN



EVENT NOTICE:

2024 Summer Youth Employment Program

CareerSource Florida Crown, Lake City Police Department, The City of Lake City, and Columbia County are excited to announce the 2024 Summer Youth Employment Program.

The Summer Youth Employment Program was developed to create positive relationships between youth and law enforcement. This is accomplished by youth and their families experiencing a beneficial relationship and program through their local police department and community.

Student work schedules are Monday through Thursday 8am - 5pm with a 1-hour lunch break from 12pm-1pm.

Students are paid \$12.50 hourly. They will receive an additional two day's pay for Juneteenth and Independence Day *if* they attend the end of program banquet, giving them the potential to earn \$2,400.

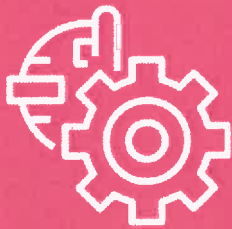
Requirements:

- Must be enrolled in school, home school program, or have received their GED.
- Ages 16-18, 19 if graduating in 2024
- Must attend all meetings
- Complete unpaid Soft Skills training, students can earn the Florida Ready to work Credential
- Have transportation

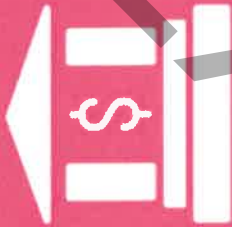
Schedule/Important dates:

- Wednesday, April 24th 6:30 PM to 7:30 PM
 - Student and Guardian meeting at 630pm at the Columbia County School Board. This meeting will be available via Zoom.
- Wednesday, May 1st
 - Applications due to CareerSource Florida Crown no later than 5pm
- May 28th
 - Mandatory Soft Skills training
- May 30th
 - Mandatory Meet the employer
- June 10th
 - First day of work
- July 18th
 - Last day of work
- July 19th
 - Banquet

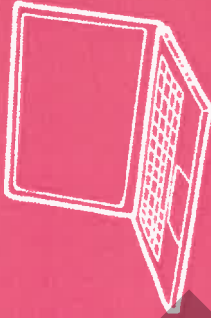
YOUTH EMPLOYMENT PROGRAM



Resume
Building



Weekly
Pay



Real Work
Experience



Applications Due
To CareerSource by 5 pm,
Wednesday, May 1st

Requirements:

- Must be enrolled in school or graduate this year or have a GED
- Ages 16 to 18, 19 if graduating this year
- Must attend all meetings

SUMMER YOUTH EMPLOYMENT PROGRAM

VOL. 5

2024



Providing a positive student work experience

OUR PROGRAM

The Summer Youth Employment Program was developed to create positive relationships between youth and law enforcement. This is accomplished by youth and their families experiencing a beneficial relationship and program through their local police department, CareerSource Florida Crown, and the community.

STUDENT REQUIREMENTS

- Between the ages of 16 and 18
- May be 19 if graduating this year
- Must be currently enrolled in school, graduating this year, or have their GED
- Must attend all meetings
- Must apply by deadline
- Must complete SoftSkills training

WHAT WE PROVIDE

CareerSource Florida Crown, in conjunction with the Lake City Police Department, will provide planning, mentorship, and soft skills training. In addition, they will coordinate all aspects of the program and provide oversight, ensuring employers are adequately supported. When necessary, assist with redirection and correction of unfavorable behaviors.



Follow Us On Social Media @lcflapd



2022

- 41 students were selected to participate
- 3 students dropped out for personal reasons
- 38 students completed the program
- Culmination Ceremony well attended
- 26 employers participated to provide jobs
- Students earned \$12.50 hour.



EMPLOYER EXPECTATIONS

- Provide working and learning experiences which students may not otherwise be afforded at their age
- Provide a job description
- Complete necessary agreement paperwork
- Check-in with Florida Crown and LCPD as needed



2023

- 39 students were selected to participate
- 2 students dropped out for personal reasons
- 37 students completed the program
- Culmination Ceremony well attended
- 19 employers participated to provide jobs
- Students earned \$12.50 hour



SCHEDULE

- SoftSkills training will be conducted May 28
- Students will begin work on Monday, June 10, 2024
- Students work Monday – Thursday from 8am until 5pm with a one-hour lunch
- On Thursdays, students will report to the designated training site at 3:30 pm for weekly training
- Students' last day of work July 18
- Students will earn \$12.50 hour

File Attachments for Item:

7. City Council Resolution No. 2024-036 - A resolution of the City of Lake City, Florida, approving that certain Interagency Agreement between the Lake City Police Department and the State Attorney's Office of the Third Judicial Circuit of Florida for Criminal Justice Information Exchange and computer usage; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; directing the Chief of Police of the Lake City Police Department to join the Mayor in executing said agreement; repealing all prior resolutions in conflict; and providing an effective date.

MEETING DATE
5-6-24

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: TWO REVISED INTERAGENCY AGREEMENTS

DEPT / OFFICE: Lake City Police Department

Originator:

Chief Gerald Butler

City Manager

Dee Johnson, Interim

Department Director

Chief Gerald Butler

Date

4-17-24

Recommended Action:

Approve amended Interagency Agreement between the Lake City Police Department and the State Attorney's Office Third Judicial Circuit of Florida for Criminal Justice Information Exchange and Computer Usage.

Approve amended Interagency Agreement between the Lake City Police Department and the Clerk of the Court for Columbia County, Florida for Criminal Justice Information Exchange and Computer Usage.

Summary Explanation & Background:

The Department recently participated in an audit with Florida Department of Law Enforcement (FDLE) relating to CJIS (Criminal Justice Information System) compliance. FDLE is requiring updated wording on the two Interagency Agreements shown above.

Attached drafts are provided by FDLE with required wording. The revised Agreements are to supersede ones currently being used, as approved by City Council in 2018.

2018-062 is current Resolution attached to the Interagency Agreement with Third Judicial Circuit State Attorney's Office.

2018-087 is current Resolution attached to the Interagency Agreement with the Columbia County Clerk of Court.

Alternatives:

N/A

Source of Funds:

N/A

Financial Impact:

None

Exhibits Attached:

Current Agreements with Resolutions

Drafted revised wording for Agreements

RESOLUTION NO 2024 - 036

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA, APPROVING THAT CERTAIN INTERAGENCY AGREEMENT BETWEEN THE LAKE CITY POLICE DEPARTMENT AND THE STATE ATTORNEY'S OFFICE OF THE THIRD JUDICIAL CIRCUIT OF FLORIDA FOR CRIMINAL JUSTICE INFORMATION EXCHANGE AND COMPUTER USAGE; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE CHIEF OF POLICE OF THE LAKE CITY POLICE DEPARTMENT TO JOIN THE MAYOR IN EXECUTING SAID AGREEMENT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lake City (the "City") by and through the Lake City Police Department ("LCPD") recently participated in an audit with Florida Department of Law Enforcement ("FDLE"); and

WHEREAS, the audit was related to Criminal Justice Information System compliance; and

WHEREAS, the current interagency agreement between the LCPD and the State Attorney's Office ("Current Agreement") was adopted by the City of Lake City City Council by Resolution 2018-062; and

WHEREAS, FDLE and the City desire to adopt a revised interagency agreement between the LCPD and the State Attorney's Office ("Revised Agreement") providing for new terms and conditions to supersede the Current Agreement; and

WHEREAS, in the form of the Exhibit attached hereto; and

WHEREAS, adopting the Revised Agreement is in the public interest and in the interests of the City; now therefore

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Adopting the Revised Agreement is in the public interest and in the interests of the City; and
2. In furtherance thereof, the Revised Agreement in the form of the Exhibit attached hereto should be and is approved by the City Council of the City of Lake City; and
3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code of Ordinances to enforce such rules and regulations as are adopted by the City Council of the City of Lake City; and
4. The Mayor of the City of Lake City is authorized to execute on behalf of and bind the City to the terms of the Revised Agreement; and
5. The Mayor of the City of Lake City is directed to execute on behalf of and bind the City to the terms of the Revised Agreement; and

-
6. The Chief of Police of the Lake City Police Department is directed to join the Mayor in executing the Revised Agreement; and
 7. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
 8. This resolution shall become effective and enforceable upon final adoption by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ____ day of May, 2024.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Hon. Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF
THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

INTERAGENCY AGREEMENT
BETWEEN
THE LAKE CITY POLICE DEPARTMENT
AND
THE STATE ATTORNEY'S OFFICE OF THE THIRD JUDICIAL CIRCUIT OF FLORIDA
FOR CRIMINAL JUSTICE INFORMATION EXCHANGE AND COMPUTER USAGE

WITNESSETH

WHEREAS, The **Lake City Police Department** hereafter referred to as the "LCPD", and the **State Attorney's Office Third Judicial Circuit of Florida**, hereafter referred to as the "SAO", are criminal justice agencies, formally recognized by the Federal Bureau of Investigations (FBI) and the Florida Department of Law Enforcement (FDLE); and

WHEREAS, The LCPD maintains electronic data bases and applications (System) for the creation and storage of offense reports, hereafter referred to as Criminal Justice Information (CJI); and

WHEREAS, The LCPD and the SAO wish to routinely share CJI for the administration of criminal justice;

NOW THEREFORE, The parties agree as follows,

1. The LCPD will provide the SAO access to CJI systems for search capabilities, information storage, and case management. Access to these systems will be provided through a FIPS 140-2 certified encrypted path.
2. The LCPD and the SAO may also exchange CJI, as needed, via voice and/or physical paper dissemination.
3. Both the LCPD and the SAO will utilize the records for criminal justice purposes.
4. The LCPD and the SAO agree to abide by all applicable local, state, and federal laws, rules and regulations, with regards to the use of said electronic systems.
5. Both parties agree to abide by all the terms and conditions of the Criminal Justice User Agreement executed between the FDLE and each party, to include but not be limited to the FBI CJIS Security Policy.
6. Both the LCPD and the SAO agree that they shall make use of the records for authorized criminal justice purposes only.
7. Both parties will disseminate CJI related information obtained from one another only for criminal justice purposes.
8. Both parties agree to maintain any information obtained from one another in a secure place, and will destroy records containing such information in compliance with all applicable federal and

state laws.

9. All CJIS data transmitted over any public network segment must be encrypted as required by the FBI CJIS Security Policy.
10. To the extent provided by the laws of Florida, the parties agree to be responsible for the violations, negligent acts or omissions of their agency's' personnel arising out of or involving any information contained in, received from, entered into or through the receipt of the records.
11. Both parties must ensure all devices with connectivity to CJI systems and/or data employ virus protection software and such software shall be maintained in accordance with the software vendor's published updates; and will promptly and fully patch Windows and other software present on all such devices, after any necessary testing, upon such patches becoming available.
12. CJI may only be accessed via computers or interface devices owned by the criminal justice agencies or contracted entities. Personally owned devices shall not be authorized to access, process, store, or transmit CJI. Vendors under contract with the hosting agency may be allowed access provided all requirements of the FBI CJIS Security Addendum are complied with and member security training is current as required by the FBI CJIS Security Policy.
13. All policies, procedures and operating instructions contained in the FBI CJIS Security Policy are hereby incorporated into and made a part of this agreement, except to the extent that they are inconsistent herewith or legally superseded by higher authority.
14. Both the LCPD and the SAO will have a written policy for discipline of personnel who access CH for purposes that are not authorized, disclose information to unauthorized individuals or in an unauthorized manner, or violate CJIS rules, regulations or operating procedures.
15. The SAO shall submit instances of violations to the proper point of contact within the LCPD for follow-up.
16. The LCPD and the SAO have an obligation to report instances of misuse to the FDLE for follow up of applicable investigation and applicable discipline in compliance with the FBI CJIS Security Policy.
17. The LCPD reserves the right to deny CH or related records to any individual based on valid, articulable concerns for the security and integrity of CJIS and related programs/systems information.
18. Either party may terminate this agreement upon thirty (30) days written notice.

This agreement constitutes the entire agreement of the parties and may not be modified as amended without written agreement executed by both parties.

IN WITNESS HEREOF, the parties hereto have caused this agreement to be executed by the proper officers and officials.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Hon. Stephen M. Witt, Mayor Date
CITY OF LAKE CITY POLICE DEPARTMENT

Gerald Butler, Chief of Police Date

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF
THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

STATE ATTORNEY'S OFFICE OF THE THIRD JUDICIAL
CIRCUIT OF FLORIDA

John Durrett, State Attorney Date

File Attachments for Item:

8. City Council Resolution No. 2024-037 - A resolution of the City of Lake City, Florida, approving that certain Interagency Agreement between the Lake City Police Department and the Clerk of the Court for Columbia County, Florida for Criminal Justice Information Exchange and computer usage; recognizing the authority of the Mayor to execute and bind the City to said agreement; directing the Mayor to execute and bind the City to said agreement; directing the Chief of Police of the Lake City Police Department to join the Mayor in executing said agreement; repealing all prior resolutions in conflict; and providing an effective date.

MEETING DATE
5-6-24

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: TWO REVISED INTERAGENCY AGREEMENTS

DEPT / OFFICE: Lake City Police Department

Originator:

Chief Gerald Butler

City Manager

Dee Johnson, Interim

Department Director

Chief Gerald Butler

Date

4-17-24

Recommended Action:

Approve amended Interagency Agreement between the Lake City Police Department and the State Attorney's Office Third Judicial Circuit of Florida for Criminal Justice Information Exchange and Computer Usage.

Approve amended Interagency Agreement between the Lake City Police Department and the Clerk of the Court for Columbia County, Florida for Criminal Justice Information Exchange and Computer Usage.

Summary Explanation & Background:

The Department recently participated in an audit with Florida Department of Law Enforcement (FDLE) relating to CJIS (Criminal Justice Information System) compliance. FDLE is requiring updated wording on the two Interagency Agreements shown above.

Attached drafts are provided by FDLE with required wording. The revised Agreements are to supersede ones currently being used, as approved by City Council in 2018.

2018-062 is current Resolution attached to the Interagency Agreement with Third Judicial Circuit State Attorney's Office.

2018-087 is current Resolution attached to the Interagency Agreement with the Columbia County Clerk of Court.

Alternatives:

N/A

Source of Funds:

N/A

Financial Impact:

None

Exhibits Attached:

Current Agreements with Resolutions

Drafted revised wording for Agreements

RESOLUTION NO 2024 - 037

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA, APPROVING THAT CERTAIN INTERAGENCY AGREEMENT BETWEEN THE LAKE CITY POLICE DEPARTMENT AND THE CLERK OF THE COURT FOR COLUMBIA COUNTY, FLORIDA FOR CRIMINAL JUSTICE INFORMATION EXCHANGE AND COMPUTER USAGE; RECOGNIZING THE AUTHORITY OF THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE MAYOR TO EXECUTE AND BIND THE CITY TO SAID AGREEMENT; DIRECTING THE CHIEF OF POLICE OF THE LAKE CITY POLICE DEPARTMENT TO JOIN THE MAYOR IN EXECUTING SAID AGREEMENT; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lake City ("City") by and through the Lake City Police Department ("LCPD") recently participated in an audit with Florida Department of Law Enforcement ("FDLE"); and

WHEREAS, the audit was related to Criminal Justice Information System compliance; and

WHEREAS, the current interagency agreement between the LCPD and the Clerk of the Court for Columbia County, Florida ("Current Agreement") was adopted by the City of Lake City City Council by Resolution 2018-087; and

WHEREAS, FDLE and the City desire to adopt a revised interagency agreement between the LCPD and the Clerk of the Court for Columbia County, Florida ("Revised Agreement") providing for new terms and conditions to supersede the Current Agreement; and

WHEREAS, in the form of the Exhibit attached hereto; and

WHEREAS, adopting the Revised Agreement is in the public interest and in the interests of the City; now therefore

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Adopting the Revised Agreement is in the public interest and in the interests of the City; and
2. In furtherance thereof, the Revised Agreement in the form of the Exhibit attached hereto should be and is approved by the City Council of the City of Lake City; and
3. The Mayor of the City of Lake City is the officer of the City duly designated by the City's Code of Ordinances to enforce such rules and regulations as are adopted by the City Council of the City of Lake City; and
4. The Mayor of the City of Lake City is authorized to execute on behalf of and bind the City to the terms of the Revised Agreement; and
5. The Mayor of the City of Lake City is directed to execute on behalf of and bind the City to the terms of the Revised Agreement; and

-
6. The Chief of Police of the Lake City Police Department is directed to join the Mayor in executing the Revised Agreement; and
 7. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
 8. This resolution shall become effective and enforceable upon final adoption by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ____ day of May, 2024.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Hon. Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF
THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

INTERAGENCY AGREEMENT
BETWEEN
THE LAKE CITY POLICE DEPARTMENT
AND
THE CLERK OF COURT OF COLUMBIA COUNTY, FLORIDA
FOR CRIMINAL JUSTICE INFORMATION EXCHANGE AND COMPUTER USAGE

WITNESSETH

WHEREAS, The **Lake City Police Department** hereafter referred to as the "LCPD", and the **Clerk of the Court for Columbia County Florida**, hereafter referred to as the "Clerk", are criminal justice agencies, formally recognized by the Federal Bureau of Investigations. (FBI) and the Florida Department of Law Enforcement (FDLE); and

WHEREAS, The LCPD maintains electronic databases and applications (System) for the creation and storage of offense reports, hereafter referred to as Criminal Justice Information (CJI); and

WHEREAS, The LCPD and the Clerk wish to routinely share CJI for the administration of criminal justice;

NOW THEREFORE, The parties agree as follows,

1. The LCPD will provide the Clerk access to CJI systems for search capabilities, information storage, and case management. Access to these systems will be provided through a FIPS 140-2 certified encrypted path.
2. The LCPD and the Clerk may also exchange CJI, as needed, via voice and/or physical paper dissemination.
3. Both the LCPD and the Clerk will utilize the records for criminal justice purposes.
4. The LCPD and the Clerk agree to abide by all applicable local, state, and federal laws, rules and regulations, with regards to the use of said electronic systems.
5. Both parties agree to abide by all the terms and conditions of the Criminal Justice User Agreement executed between the FDLE and each party, to include but not be limited to the FBI CJIS Security Policy.
6. Both LCPD and the Clerk agree that they shall make use of the records for authorized criminal justice purposes only.
7. Both parties will disseminate CJI related information obtained from one another only for criminal justice purposes.
8. Both parties agree to maintain any information obtained from one another in a secure place, and will destroy records containing such information in compliance with all applicable federal and

state laws.

9. All CJIS data transmitted over any public network segment must be encrypted as required by the FBI CJIS Security Policy.
10. To the extent provided by the laws of Florida, the parties agree to be responsible for the violations, negligent acts or omissions of their agency's personnel arising out of or involving any information contained in, received from, entered into or through the receipt of the records.
11. Both parties must ensure all devices with connectivity to CJI systems and/or data employ virus protection software and such software shall be maintained in accordance with the software vendor's published updates; and will promptly and fully patch Windows and other software present on all such devices, after any necessary testing, upon such patches becoming available.
12. CJI may only be accessed via computers or interface devices owned by the criminal justice agencies or contracted entities. Personally owned devices shall not be authorized to access, process, store, or transmit CJI. Vendors under contract with the hosting agency may be allowed access provided all requirements of the FBI CJIS Security Addendum are complied with and member security training is current as required by the FBI CJIS Security Policy.
13. All policies, procedures and operating instructions contained in the FBI CJIS Security Policy are hereby incorporated into and made a part of this agreement, except to the extent that they are inconsistent herewith or legally superseded by higher authority.
14. Both LCPD and the Clerk will have a written policy for discipline of personnel who access CJI for purposes that are not authorized, disclose information to unauthorized individuals or in an unauthorized manner, or violate CJIS rules, regulations or operating procedures.
15. The Clerk shall submit instances of violations to the proper point of contact within the LCPD for follow-up.
16. The LCPD and the Clerk have an obligation to report instances of misuse to the FDLE for follow up of applicable investigation and applicable discipline in compliance with the FBI CJIS Security Policy.
17. The LCPD reserves the right to deny CJI or related records to any individual based on valid, articulable concerns for the security and integrity of CJIS and related programs/systems information.
18. Either party may terminate this agreement upon thirty (30) days written notice.

This agreement constitutes the entire agreement of the parties and may not be modified as amended without written agreement executed by both parties.

IN WITNESS HEREOF, the parties hereto have caused this agreement to be executed by the proper officers and officials.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Hon. Stephen M. Witt, Mayor Date
CITY OF LAKE CITY POLICE DEPARTMENT

Gerald Butler, Chief of Police Date

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF
THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

CLERK OF COURT, COLUMBIA COUNTY, FLORIDA

James M. Swisher, Jr., Clerk of Court Date

File Attachments for Item:

9. City Council Ordinance No. 2024-2271 - (final reading) An ordinance of the City Council of the City of Lake City, Florida, amending Article II Section 2-53 of the City Code of Ordinances related to the compensation of the Mayor and Councilmembers; providing for severability; providing for codification; and providing for an effective date.

Passed on first reading 4/15/2024

ORDINANCE NO. 2024-2271

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AMENDING ARTICLE II SECTION 2-53 OF THE CITY CODE OF ORDINANCES RELATED TO THE COMPENSATION OF THE MAYOR AND COUNCILMEMBERS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lake City, Florida (hereinafter “City”) through Ordinance No. 88-631 amended the Code of the City of Lake City (hereinafter the “Code”), to provide for the compensation of the Mayor and the Councilmembers; and

WHEREAS, the City Council desires to amend the Code to provide for the change in annual compensation for Councilmembers.

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. Article II, Section 2-53 (“Compensation of mayor and councilmembers”) of the Charter is amended as follows (words ~~stricken~~ are deletions; words underlined are additions):

Sec. 2-53. – Compensation of mayor and councilmembers.

(b) Commencing fiscal year October 1, 1989, the annual compensation provided for herein shall be voted upon each fiscal year during the budget process to determine if council is to receive a raise for the next fiscal year. The percentage of any raise cannot exceed the percentage of raises awarded to other city employees adjusted annually by that same percentage adjustment in annual compensation granted to general employees of the city.

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

Section 4. 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 Charter of the City of Lake City, Florida.

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

PASSED upon first reading this _____ day of _____ 2024.

NOTICE PUBLISHED on this _____ day of _____ 2024.

PASSED AND ADOPTED on the second and final reading this _____ 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

Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

Proposed Ordinance 2024-2271

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, RELATING TO COMPENSATION OF THE MAYOR AND MEMBERS OF THE CITY COUNCIL; AMENDING ARTICLE II SECTION 2-53 OF THE CITY CODE OF ORDINANCES; PROVIDING DEFINITIONS; PROVIDING FOR COMPENSATION AMOUNTS; PROVIDING FOR PROCEDURES TO ADJUST COMPENSATION AMOUNTS; PROVIDING DIRECTION FOR CODIFICATION OF THIS ORDINANCE; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

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

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

In accordance with the provisions of controlling law, the City hereby publishes the following information:

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

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

The proposed ordinance, if adopted, would provide a “transparent” process by which the city council would consider adjustments to the salaries of the mayor and city council members in a public meeting.

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

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

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

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

If adopted, this ordinance would not impose any compliance costs, fees, charges, or regulatory costs on businesses.

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

None.

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

[You may wish to include in this section the methodology or data used to prepare the Business Impact Estimate. For example: City staff solicited comments from businesses in the City as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on City website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not affect only businesses].

Record of Vote on First Reading

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

Certification

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


AUDREY E. SIKES, MMC
City Clerk

File Attachments for Item:

10. City Council Ordinance No. 2024-2272 (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; pursuant to an application, LDR 24-01, relating to an amendment to the text of the Land Development Regulations; providing for amending Subsection 13.11.3 entitled "Action on Site and Development Plan," concerning providing notice and hearings for consideration of site and development plans; providing severability; repealing all ordinances in conflict; and providing an effective date.

Passed on first reading 4/15/2024

ORDINANCE NO. 2024-2272

CITY OF LAKE CITY, FLORIDA

1 **AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE**
2 **TEXT OF THE CITY OF LAKE CITY LAND DEVELOPMENT REGULATIONS, AS**
3 **AMENDED; PURSUANT TO AN APPLICATION, LDR 24-01, RELATING TO**
4 **AN AMENDMENT TO THE TEXT OF THE LAND DEVELOPMENT**
5 **REGULATIONS; PROVIDING FOR AMENDING SUBSECTION 13.11.3**
6 **ENTITLED, "ACTION ON SITE AND DEVELOPMENT PLAN", CONCERNING**
7 **PROVIDING NOTICE AND HEARINGS FOR CONSIDERATION OF SITE AND**
8 **DEVELOPMENT PLANS; PROVIDING SEVERABILITY; REPEALING ALL**
9 **ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE**

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

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

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

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

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

28 **WHEREAS**, pursuant to Section 166.041, Florida Statutes, as amended, the City Council held the required
29 public hearing, with public notice having been provided, on said application for an amendment, as
30 described below, and at said public hearing, the City Council reviewed and considered all comments
31 received during said public hearing, including the recommendation of the Planning and Zoning Board,
32 serving also as the Local Planning Agency, concerning said application for an amendment, as described
33 below; and

34 **WHEREAS**, the City Council has determined and found that a need and justification exists for the
35 approval of said application for an amendment, as described below;

36 **WHEREAS**, the City Council has determined and found that approval of said application for an
37 amendment, as described below, is consistent with the purposes and objectives of the Comprehensive

Plan; and

WHEREAS, the City Council has determined and found that approval of said application for an amendment, as described below, will further the purposes of the Land Development Regulations and other ordinances, regulations, and actions designed to implement 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; and

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 24-01, by City of Lake City, to amend the text of the Land Development Regulations, Article XIII entitled Permitting and Concurrency Management; Division 11 entitled, Site and Development Plan Approval, Section 3 entitled, Action on Site and Development Plan, is amended as follows:

13.11.3 Action on Site and Development Plan. The Land Development Regulation Administrator shall forward the application for site and development plan approval along with any comments or criticisms to the Planning and Zoning Board for consideration. The Planning and Zoning Board shall handle such matters in a public session as part of a previously prepared agenda, ~~however, no public notice and hearing is required.~~ All matters relating to Planning and Zoning Board consideration of site and development plans shall be a public record and approval, approval with conditions, or denial shall require formal action of the Planning and Zoning Board. A petition for a zoning amendment and an application for site and development plan approval shall not be handled concurrently. Rather, an application for site and development plan approval shall be heard only after the applicant has secured the appropriate zoning on the subject parcel. Appeals from decisions of the Planning and Zoning Board shall be heard as set out in Article 12 of these land development regulations.

In reaching a decision as to whether or not the site and development plan as submitted should be approved with a directive to the Land Development Regulation Administrator to issue building permits, the Planning and Zoning Board shall be guided in its decision to approve, approve with conditions, or

to deny by the following standards; the Planning and Zoning Board shall show in its record that each was considered where applicable and it shall make findings in regard to those of the following standards which it finds to be applicable:

1. Sufficiency of statements on ownership and control of the development and sufficiency of conditions of ownership or control, use, and permanent maintenance of common open space, common facilities, or common lands to ensure preservation of such lands and facilities for their intended purpose and to ensure that such common facilities will not become a future liability for the City Council.
2. Density and/or the intended use of the proposed development with particular attention to its relationship to adjacent and nearby properties and effect on those properties and relationship to the Comprehensive Plan.
3. Ingress and egress to the development and proposed structures on the development, with particular reference to automotive and pedestrian safety, minimization of marginal friction with free movement of traffic on adjacent streets, separation of automotive traffic and pedestrian and other traffic, traffic flow and control, provision of services and servicing of utilities and refuse collection, and access in case of fire, catastrophe, or emergency.
4. Location and relationship of offstreet parking and offstreet loading facilities to thoroughfares and internal traffic patterns within the proposed development, with particular reference to automotive and pedestrian safety, traffic flow and control, access in case of fire or catastrophe, and screening and landscape.
5. Sufficiency of proposed screens and buffers to preserve internal and external harmony and compatibility with uses inside and outside the proposed development.
6. Manner of stormwater management on the property, with particular reference to the effect of provisions for stormwater management on adjacent and nearby properties and the consequences of such stormwater management on overall public stormwater management capacities.

7. Adequacy of provision for sanitary sewers, with particular relationship to overall sanitary sewer availability and capacities.
8. Utilities, with reference to hook-in locations and availability and capacity for the uses projected.
9. Recreation facilities and open spaces, with attention to the size, location, and development of the areas as to adequacy, effect on privacy of adjacent and nearby properties and uses within the proposed development, and relationship to community open spaces and recreational facilities.
10. General amenities and convenience, with particular reference to assuring that appearance and general layout of the proposed development will be compatible and harmonious with properties in the general area and will not be in conflict with other development in the area as to cause substantial depreciation of property values.
11. Such other standards as may be imposed by these land development regulations on the particular use or activity involved.

SECTION 2. It is the declared intent of the City of Lake City, City Council that, if any section, sentence, clause, phrase, or provision of this ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this Ordinance and the remainder of this Ordinance, after the exclusion of such part or parts, shall be deemed to be valid.

SECTION 3. It is the intention of the City Council of the City of Lake City that the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the City of Lake City, Florida. The Sections of this Ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section", "Article" or such other word or phrase in order to accomplish such intention. The correction of typographical errors which do not affect the intent or substance of the ordinance may be authorized by the City Clerk or the City Clerk's designee with the consent of the City Attorney without public hearing, by filing a corrected or re-codified copy of the same with the City. All text shown in ~~bold and strike through~~ is to be deleted. All text shown in **bold and underline** is adopted.

SECTION 4. 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.

149 **SECTION 5. Conflict.** All ordinances or portions of ordinances in conflict with this ordinance are hereby
150 repealed to the extent of such conflict.

151 **SECTION 6. Effective Date.** This ordinance shall become effective upon adoption.

152 **SECTION 7. Authority.** This ordinance is adopted pursuant to the authority granted by Section 166.021,
153 Florida Statutes, as amended, and Sections 163.3161 through 163.3248, Florida Statutes, as amended.

APPROVED, UPON THE FIRST READING, by the City Council of the City of Lake City at a regular meeting,
on the ____ day of April, 2024.

PUBLICLY NOTICED, in a newspaper of general circulation in the City of Lake City, Florida, by the City Clerk
of the City of Lake City, Florida on the ____ day of April, 2024.

APPROVED UPON THE SECOND READING, AND ADOPTED ON FINAL PASSAGE, by an affirmative vote of
a majority of a quorum present of the City Council of Lake City, Florida, at a regularly scheduled meeting
this ____ day of May, 2024.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF
THE CITY OF LAKE CITY, FLORIDA:

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance 2024-2272- Amending the Text of 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.

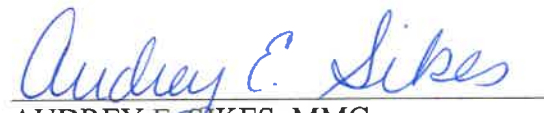
¹ See Section 166.041(4)(c), Florida Statutes.

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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Chevella Young, Council Member	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ricky Jernigan, Council Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
James Carter, 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

File Attachments for Item:

11. City Council Ordinance No. 2024-2280 (final reading) - An ordinance of the City of Lake City, Florida, pursuant to petition No. ANX 24-02, relating to voluntary annexation; making findings; annexing certain real property located in Columbia County, Florida, which is reasonably 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. (Victory Land Holdings)

Passed on first reading 4/15/2024

ORDINANCE NO. 2024-2280

CITY OF LAKE CITY, FLORIDA

1 **AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, PURSUANT TO PETITION**
2 **NO. ANX 24-02, RELATING TO VOLUNTARY ANNEXATION; MAKING**
3 **FINDINGS; ANNEXING CERTAIN REAL PROPERTY LOCATED IN COLUMBIA**
4 **COUNTY, FLORIDA, WHICH IS REASONABLY COMPACT, AND CONTIGUOUS**
5 **TO THE BOUNDARIES OF THE CITY OF LAKE CITY, FLORIDA, INTO THE**
6 **BOUNDARIES OF THE CITY OF LAKE CITY, FLORIDA; PROVIDING SEVERABILITY;**
7 **REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE**
8 **DATE.**

9 **WHEREAS**, Section 166.021, Florida Statutes, as amended, empowers the City Council of the City of Lake
10 City, Florida, hereinafter referred to as the City Council, to annex real property into the corporate
11 boundaries of the City of Lake City, Florida, hereinafter referred to as the City;

12 **WHEREAS**, Sections 171.011 through 171.094, Florida Statutes, as amended, the Municipal Annexation or
13 Contraction Act, empowers the City Council to annex real property into the corporate boundaries of the
14 City, pursuant to a petition voluntarily filed by the owner of certain real property; and

15 **WHEREAS**, the owner of certain real property more particularly described herein below, has petitioned
16 that the same be voluntarily annexed and incorporated into the boundaries of the City; now therefore,

17 **BE IT ENACTED** by the People of the City of Lake City, Florida:

18 **Section 1.** Pursuant to a petition, ANX 24-02, by Victory Land Holdings, LLC, the owner of real property,
19 as described below and depicted on Schedule "A": Location Map, attached hereto and incorporated as
20 part of this ordinance, which real property is contiguous to the existing boundaries of the City and is
21 reasonably compact, has petitioned the City to have said real property annexed into the corporate
22 boundaries of City.

23 Parcel Number: 35-3S-16-02519-002

24 A parcel of land lying in Section 35, Township 3 South, Range 16 East, Columbia County,
25 Florida. Being more particularly described as follows:

26 COMMENCE AT THE NW CORNER OF THE NE 1/4 OF THE SE 1/4 OF SECTION 35,
27 TOWNSHIP 3 SOUTH, RANGE 16 EAST, COLUMBIA COUNTY, FLORIDA AND RUN THENCE
28 N86°55'26"E, ALONG THE NORTH LINE OF SAID NE 1/4 OF SE 1/4, 522.94 FEET TO A 4'X4'
29 CONCRETE MONUMENT LABELED W.C. HALE PLS #1519; THENCE S03°31'54"E, 330.93
30 FEET TO THE SOUTHERLY RIGHT-OF-WAY LINE OF NW REAL TERRACE; THENCE
31 N56°01'50"E, ALONG SAID RIGHT-OF-WAY 214.39 FEET TO THE POINT OF BEGINNING;
32 THENCE CONTINUE N56°01'50"E, ALONG SAID RIGHT-OF-WAY LINE, 646.75 FEET; THENCE
33 S06°35'36"W, 410.96 FEET; THENCE N84°31'37"W, 491.43 FEET TO THE POINT OF
34 BEGINNING.

35 PARCEL CONTAINS 2.32 ACRES, MORE OR LESS.

Section 2. The City Council of the City of Lake City, Florida, hereinafter referred to as the City Council, finds that the petition bears the signatures of all owners of the real property in the area proposed to be annexed.

Section 3. The City Council finds that the real property, described in Section 1 above, presently is contiguous to the boundaries of the City that said real property meets the criteria established by Chapter 171, Florida Statutes, as amended, and that said real property should be annexed to the boundaries of the City.

Section 4. The real property, described in Section 1 above and depicted on Schedule A: Location Map, attached hereto and incorporated as part of this ordinance, is hereby annexed to the boundaries of the City, and said real property in every way is a part of the City.

Section 5. The boundaries of the City are hereby redefined to include the real property described in Section 1 hereof.

Section 6. Annexation. The real property, described in Section 1 above, shall continue to be classified as follows: COMMERCIAL under the land use classifications as designated on the Future Land Use Plan Map of the County Comprehensive Plan and classified as COMMERCIAL INTENSIVE (CI) under the zoning districts as designated on the Official Zoning Atlas of the County Land Development Regulations until otherwise changed or amended by appropriate ordinance of the City.

Section 7. Effective January 1, 2025, all real property lying within the boundaries of the City, as hereby redefined, shall be assessed for payment of municipal ad valorem taxes, and shall be subject to all general and special assessments.

Section 8. All persons who have been lawfully engaged in any occupation, business, trade or profession, within the area, described in Section 1 above, upon the effective date of this ordinance under a valid license or permit issued by the County and all other necessary state or federal regulatory agencies, may continue such occupation, business, trade or profession within the entire boundaries of the City, as herein defined, upon securing a valid occupational license from the City, which shall be issued upon payment of the appropriate fee, without the necessity of taking or passing any additional examination or test which otherwise is required relating to the qualification of such occupations, businesses, trades or professions.

Section 9. The City Clerk is hereby directed to file, within seven (7) days of the effective date of this ordinance, a certified copy of this ordinance with the following:

- a) Florida Department of State, Tallahassee, Florida;
- b) Florida Office of Economic and Demographic Research, Tallahassee, Florida;
- c) Clerk of the Circuit Court of the County;
- d) Chief Administrative Officer of the County;
- e) Property Appraiser of the County;
- f) Tax Collector of the County; and
- g) All public utilities authorized to conduct business within the City.

Section 10. 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 11. Conflict. All ordinances or portions of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 12. Effective Date. This ordinance shall become effective upon adoption.

Section 13. Authority. This ordinance is adopted pursuant to the authority granted by Section 166.021, Florida Statutes, as amended, and Sections 171.011 through 171.094, Florida Statutes, as amended.

DONE, NOTICE TO BOARD OF COUNTY COMMISSIONERS, by certified letter, by the City Clerk of the City of Lake City, on the 15th day of March, 2024.

DONE, THE PUBLIC NOTICE, in a newspaper of general circulation in the City of Lake City, Florida, by the City Clerk of the City of Lake City, Florida on the 28th day of March, 2024 and on the 4th day of April, 2024.

PASSED UPON FIRST READING on the 15th day of April 2024.

DONE, THE PUBLIC NOTICE, in a newspaper of general circulation in the City of Lake City, Florida, by the City Clerk of the City of Lake City, Florida on the ____ day of _____, 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.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COMMISSION
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney



Business Impact Estimate

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

Ordinance 2024-2280- Annexation of real property within Columbia County.

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

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

In accordance with the provisions of controlling law, the City hereby publishes the following information:

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

1. Summary of the proposed ordinance:

The voluntary annexation of a parcel of land contiguous to the boundaries of the City of Lake City, FL.

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

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

No estimated direct impact of the proposed ordinance on private, for profit businesses in the City.

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

Zero

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

City staff solicited comments from businesses in the City as to the potential impact of the proposed ordinance by posting on the City website.

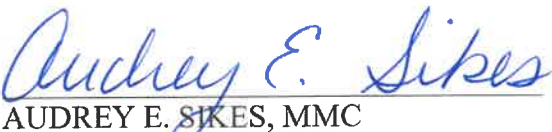
The proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not affect only businesses).

Record of Vote on First Reading

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

Certification

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


AUDREY E. SIKES, MMC
City Clerk

File Attachments for Item:

15. City Council Ordinance No. 2024-2281 (final reading) - An ordinance of the City of Lake City, Florida, relating to activities interfering with public safety and public roads; repealing Ordinance 2021-2183 in its entirety; repealing Ordinance 2022-2220 in its entirety; amending Chapter 98, Article V Section 98-70 through section 98-73 of the City of Lake City Code of Ordinances; providing direction for codification of this ordinance; repealing all ordinances in conflict; providing for severability; and providing for an effective date.

Passed on first reading 4/15/2024

CITY OF LAKE CITY, FLORIDA

ORDINANCE NUMBER 2024-2281

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, RELATING TO ACTIVITIES INTERFERING WITH PUBLIC SAFETY AND PUBLIC ROADS; REPEALING ORDINANCE 2021-2183 IN ITS ENTIRETY; REPEALING ORDINANCE 2022-2220 IN ITS ENTIRETY; AMENDING CHAPTER 98, ARTICLE V SECTION 98-70 THROUGH SECTION 98-73 OF THE CITY OF LAKE CITY CODE OF ORDINANCES; PROVIDING DIRECTION FOR CODIFICATION OF THIS ORDINANCE; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, Ordinance 2021-2183 concerning activities interfering with public safety and public roads was adopted by the City Council of the City of Lake City, Florida (the “City”) on March 1, 2021; and

WHEREAS, Ordinance 2021-2183 created Chapter 98, Article V, Section 98-70 through Section 98-73 of the City’s Code of Ordinances (the “Code”) addressing matters of interference with public safety and use of public roads; and

WHEREAS, Ordinance 2022-2220 amended Ordinance 2021-2183 and Chapter 98, Article V, Section 98-73 of the Code; and

WHEREAS, Chapter 98, Article V, Section 98-70 through Section 98-73 of the Code presently provides for certain restrictions on activities of pedestrians and occupants of motor vehicles at and/or on certain roads and intersections in the City (the “Restricted Activities”); and

WHEREAS, the enforcement of Chapter 98, Article V, Section 98-70 through Section 98-73 concerning the Restricted Activities implicates matters concerning the First Amendment of the Constitution of the United States of America (the “First Amendment”); and

WHEREAS, in the years since Chapter 98, Article V, Section 98-70 through Section 98-73 were adopted by the City the jurisprudence of the courts concerning the First Amendment has evolved in a manner causing Chapter 98, Article V, Section 98-70 through Section 98-73 to be in conflict with such jurisprudence concerning the First Amendment; and

WHEREAS, the City Council values the rights of all people to avail themselves of those rights conferred by the First Amendment; and

WHEREAS, the City Council desires to repeal Ordinance 2021-2183 and Ordinance 2022-2220 in their entirety and to amend the Code to repeal Chapter 98, Article V, Section 98-70 through Section 98-73; and

WHEREAS, the City Council, being fully advised of the facts and circumstances listed above, hereby finds and determines the following to be the appropriate means ensuring the rights of people conferred by the First Amendment are protected in the City:

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

SECTION 1. ORDINANCE 2021-2183 IS REPEALED IN ITS ENTIRETY.

SECTION 2. ORDINANCE 2022-2220 IS REPEALED IN ITS ENTIRETY.

SECTION 3 CHAPTER 98, ARTICLE V, SECTION 98-70 THROUGH SECTION 98-73 OF THE CODE OF ORDINANCES OF THE CITY OF LAKE CITY, FLORIDA IS AMENDED AS FOLLOWS:

~~ARTICLE V. PROHIBITED ACTIVITIES THAT INTERFERE WITH PUBLIC SAFETY
AND THE PRIMARY PURPOSE OF HIGH USE PUBLIC ROADS~~

~~Sec. 98-70. Area of applicability. This Article shall be applicable to and govern the public roads and the rights of way within the City of Lake City, Florida as set forth herein.~~

~~Sec. 98-71. Definitions. When used in this Section, the following words or phrases have the following meanings:~~

~~(a) City means the City of Lake City, Florida.~~

~~(b) Arterial Road means the following roads within the City:~~

~~(1) U.S. Highway 90, a.k.a. SR 10 and Duval Street~~

~~(2) U.S. Highway 41, a.k.a. SR 25 and Main Boulevard (that portion South of the intersection with S.R. 100)~~

~~(3) U.S. Highway 441, a.k.a. SR 25a and Marion Avenue (that portion South of the intersection with S.R. 100)~~

~~(4) S.R. 10a, a.k.a. Baya Drive~~

~~Arterial Road includes any medians in such roadways.~~

~~(c) High Risk Intersection means any intersection on an Arterial Road which is controlled by traffic control devices (traffic signals). The High Risk Intersection shall extend outward along the intersecting road for a distance of two hundred (200) yards from the Travel Portion of the Arterial Road.~~

~~High Risk Intersection includes any Medians in such intersection.~~

~~(d) Median means the area dividing a public road that separates lanes of traffic traveling in opposite directions or that controls or directs vehicular movements; it includes traffic islands. A Median area may be paved, unpaved, curbed, or painted.~~

~~(e) Motor Vehicle shall have the same meaning as in Chapter 316, Florida Statutes.~~

~~(f) Pedestrian shall have the same meaning as in Chapter 316, Florida Statutes.~~

~~(g) Travel Portion means any portion of an Arterial Road or a High Risk Intersection Road that is normally used by moving motor vehicles.~~

~~Section 98.72 – Prohibitions. Except for First Responders in the course of official duties, persons rendering aid to accident victims, authorized highway repair or maintenance personnel, or other use authorized by the City Manager:~~

~~(a) No Pedestrian shall occupy any travel portion of any Arterial Road or High Risk Intersection Road except in a designated crosswalk.~~

~~(b) No Pedestrian shall have any interaction with an operator or occupant of a Motor Vehicle on the Travel Portion of an Arterial Road or in a High Risk Intersection Road including, but not limited to, handing or delivering any object to an operator or occupant of a Motor Vehicle or receiving any object from an operator or occupant of a Motor Vehicle.~~

~~(c) No operator or occupant of any Motor Vehicle on the Travel Portion of an Arterial Road or in a High Risk Intersection Road shall have any interaction with any Pedestrian including, but not limited to, handing or delivering any object to a Pedestrian or receiving any object from a Pedestrian.~~

~~Section 98.73 – Penalties. A first or second violation of this Article shall be deemed a noncriminal infraction and disposed of in the manner provided for noncriminal infractions as set forth below.~~

~~(d) The penalty for the first violation shall be a civil penalty of a minimum of \$100.00 fine paid in accordance with Section 98-62(b) of this Code.~~

~~(a) The penalty for the second violation shall be a civil penalty of a minimum \$175.00 fine paid in accordance with Section 98-62(b) of this Code.~~

~~(e) Appeals shall be as set forth in Section 98-63 of this Code.~~

~~(f) The penalty for the third and any subsequent violation shall be a misdemeanor of the second degree punishable in accordance with Florida Statutes.~~

SECTION 3. CODIFICATION

It is the intention of the City Council of the City of Lake City that the provisions of this Ordinance shall become and be made part of the Code of Ordinances of the City of Lake City, Florida. The Sections of this Ordinance may be renumbered, re-lettered and the word “Ordinance” may be changed to “Section”, “Article” or such other word or phrase in order to accomplish such intention. The correction of typographical errors which do not affect the intent or substance of the ordinance may be authorized by the City Clerk or the City Clerk’s designee with the consent of the City Attorney without public hearing, by filing a corrected or re-codified copy of the same with the City.

SECTION 4. REPEAL OF ORDINANCES IN CONFLICT

All ordinances or parts of ordinances in conflict with this Ordinance are, to the extent they conflict with this Ordinance, repealed.

SECTION 5. PROVIDING FOR SEVERABILITY

It is the declared intent of the City Council of the City of Lake City that, if any section, sentence, clause, phrase, or provision of this ordinance is for any reason held or declared to be unconstitutional, void, or inoperative by a court or agency of competent jurisdiction, such holding of invalidity or unconstitutionality shall not affect the remaining provisions of this Ordinance and the remainder of this Ordinance, after the exclusion of such part or parts, shall be deemed to be valid.

SECTION 6. EFFECTIVE DATE

This Ordinance shall be effective immediately upon passage.

APPROVED, UPON THE FIRST READING, by the City Council of the City of Lake City at a regular meeting, on the ____ day of April, 2024.

PUBLICLY NOTICED, in a newspaper of general circulation in the City of Lake City, Florida, by the City Clerk of the City of Lake City, Florida on the ____ day of April, 2024.

APPROVED UPON THE SECOND READING, AND ADOPTED ON FINAL PASSAGE, by an affirmative vote of a majority of a quorum present of the City Council of Lake City, Florida, at a regularly scheduled meeting this ____ day of April, 2024.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF
THE CITY OF LAKE CITY, FLORIDA:

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

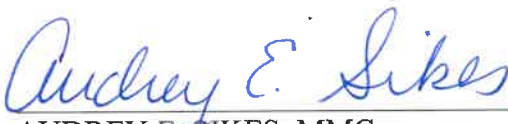
Clay Martin, City Attorney

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 type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chevella Young, Council Member	<input type="checkbox"/>	<input checked="" 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"/>
James Carter, 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

This form should be included in the agenda packet for the item under which the proposed ordinance is to be considered and must be posted on the City's website by the time notice of the proposed ordinance is published.

Proposed ordinance's title/reference:

Ordinance 2024-2281

AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, RELATING TO ACTIVITIES INTERFERING WITH PUBLIC SAFETY AND PUBLIC ROADS; REPEALING ORDINANCE 2021-2183 IN ITS ENTIRETY; REPEALING ORDINANCE 2022-2220 IN ITS ENTIRETY; AMENDING CHAPTER 98, ARTICLE V SECTION 98-70 THROUGH SECTION 98-73 OF THE CITY OF LAKE CITY CODE OF ORDINANCES; PROVIDING DIRECTION FOR CODIFICATION OF THIS ORDINANCE; REPEALING ALL ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

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

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

In accordance with the provisions of controlling law, the City hereby publishes the following information:

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

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

This ordinance corrects a misalignment between the City's present laws concerning communications between pedestrians and motorists at highway intersections and the current jurisprudence of the courts on related First Amendment matters.

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

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

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

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

If adopted, this ordinance would not impose any compliance costs, fees, charges, or regulatory costs on businesses.

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

None

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

[You may wish to include in this section the methodology or data used to prepare the Business Impact Estimate. For example: City staff solicited comments from businesses in the City as to the potential impact of the proposed ordinance by contacting the chamber of commerce, social media posting, direct mail or direct email, posting on City website, public workshop, etc. You may also wish to include efforts made to reduce the potential fiscal impact on businesses. You may also wish to state here that the proposed ordinance is a generally applicable ordinance that applies to all persons similarly situated (individuals as well as businesses) and, therefore, the proposed ordinance does not affect only businesses].

File Attachments for Item:

17. Update and Direction from Council: Paul Dyal's Severance Package (Interim City Manager Dee Johnson)

Note: Item removed from 4/15/2024 agenda due to not having a full council in attendance.

MEETING DATE
4/15/2024

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Paul Dyal Severance Package

DEPT / OFFICE: CITY MANAGER

Originator: Dee Johnson		
City Manager Dee Johnson	Department Director	Date 04/4/2024
Recommended Action: Direct administration on the next step		
Summary Explanation & Background: <p>At the 12/27/2023 Council meeting, Mr. Sampson made a motion to refer the investigation of severance pay of Paul Dyal to the City's auditor, James Moore, for inquiry as to the legality of this document and to determine if the City needs to pursue this any further. Mr. Hill seconded the motion. A roll call vote was taken, and the motion passed.</p> <p>Mr. Sampson – Aye Mr. Hill – Aye Ms. Young – Aye Mr. Jernigan – Nay Mayor Witt – Nay</p>		
Alternatives:		
Source of Funds:		
Financial Impact:		
Exhibits Attached: Emails from James Moore Co.		

Johnson, Demetrius

From: Sikes, Audrey
Sent: Wednesday, January 24, 2024 2:11 PM
To: Johnson, Demetrius
Subject: RE: Paul Dyal Severance Investigation

Good afternoon.

I provided a hard copy of this to Attorney Martin at the agenda prep meeting this week and placed hard copies in the council members boxes. Thanks.

Audrey E. Sikes, MMC
City Clerk
City of Lake City
205 North Marion Avenue
Lake City, Florida 32055

Ph: 386-719-5756
Fax: 386-752-4896
sikesa@lcfla.com

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City officials regarding City business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.

From: Johnson, Demetrius <JohnsonD@lcfla.com>
Sent: Monday, January 22, 2024 3:15 PM
To: Witt, Stephen <WittS@lcfla.com>; Young, Chevella <YoungC@lcfla.com>; Jernigan, Ricky <JerniganR@lcfla.com>; Hill, Jake <HillJ@lcfla.com>
Cc: Sikes, Audrey <SikesA@lcfla.com>; Bruner, Joyce <BrunerJ@lcfla.com>; Cannon, Michelle <CannonM@lcfla.com>
Subject: FW: Paul Dyal Severance Investigation

All,

Please take a look at the auditors' response below regarding the investigation into Paul Dyal's severance pay.

Please do not respond to all on this email.

Dee Johnson
Assistant City Manager
City of Lake City
205 N. Marion Ave.
Lake City, FL 32055
Phone: (386) 719-5816
johnsond@lcfla.com

From: Taylor Moore, Angela <TaylorA@lcfla.com>
Sent: Monday, January 22, 2024 8:33 AM

To: Brendan K. McKitrick <Brendan.McKitrick@jmco.com>
Cc: Johnson, Demetrius <JohnsonD@lcfla.com>; Farah Rajae <Farah.Rajae@jmco.com>; Zach Chalifour <Zach.Chalifour@JMCo.com>
Subject: RE: Paul Dyal Severance Investigation

Thank you, Brendan! I will let you know what they say.

Thanks!

Angela Taylor Moore

Finance Director
City of Lake City
205 N Marion Ave
Lake City, FL 32055
(386)719-5844 Direct Line

From: Brendan K. McKitrick <Brendan.McKitrick@jmco.com>
Sent: Monday, January 22, 2024 8:30 AM
To: Taylor Moore, Angela <TaylorA@lcfla.com>
Cc: Johnson, Demetrius <JohnsonD@lcfla.com>; Farah Rajae <Farah.Rajae@jmco.com>; Zach Chalifour <Zach.Chalifour@JMCo.com>
Subject: RE: Paul Dyal Severance Investigation

Hi Angie,

Sounds good. We can provide a connection to another attorney if they wanted to go that route so just let us know if you'd wanted a reference.

Thanks!



JAMESMOORE

2023 Best Firm
For Equity Leadership
ACCOUNTING
MOVE
PROJECT

Brendan K. McKitrick, CPA, CISA
Ph: 352-378-1331
Email: Brendan.McKitrick@jmco.com
Website: www.jmco.com



2023 Best Firm
For Women
ACCOUNTING
MOVE
PROJECT

From: Taylor Moore, Angela <TaylorA@lcfla.com>
Sent: Monday, January 22, 2024 8:26 AM
To: Brendan K. McKitrick <Brendan.McKitrick@jmco.com>
Cc: Johnson, Demetrius <JohnsonD@lcfla.com>; Farah Rajae <Farah.Rajae@jmco.com>; Zach Chalifour <Zach.Chalifour@JMCo.com>
Subject: RE: Paul Dyal Severance Investigation

WARNING --- This email originated outside of JMCo. Please review the sender's email address. Report any suspicious attachments, links, or requests to the Help Desk.

Good morning Brendan,

I was expecting that response. I thought it was an odd request for an auditing firm. I will let you know if we need any further assistance.

Have a great day!

Angela Taylor Moore

Finance Director
City of Lake City
205 N Marion Ave
Lake City, FL 32055
(386)719-5844 Direct Line

From: Brendan K. McKitrick <Brendan.McKitrick@jmco.com>

Sent: Saturday, January 20, 2024 11:00 AM

To: Taylor Moore, Angela <TaylorA@lcfla.com>

Cc: Johnson, Demetrius <JohnsonD@lcfla.com>; Farah Rajaei <Farah.Rajaei@jmco.com>; Zach Chalifour <Zach.Chalifour@JMCo.com>

Subject: RE: Paul Dyal Severance Investigation

Hi Angie,

So just to clarify, you're asking if we can do a review of the agreements in place to determine if a severance payment should or should not have been made to Mr. Dyal? If so, we would most likely defer to an Attorney to the legality of the payment and most likely it sounds like they may want a second opinion which isn't something we could provide as we're not attorneys.

If you're asking if we can perform a calculation of the amount that should have been paid, like recalculate what 16 weeks of pay would be, then we could do that but I'm assuming that's something you could easily do as well.

Let me know what you think and if you want to discuss further.

JAMESMOORE



Brendan K. McKitrick, CPA, CISA

Ph: 352-378-1331

Email: Brendan.McKitrick@jmco.com

Website: www.jmco.com



From: Taylor Moore, Angela <TaylorA@lcfla.com>

Sent: Friday, January 19, 2024 1:11 PM

To: Brendan K. McKittrick <Brendan.McKittrick@jmco.com>; Farah Rajaei <Farah.Rajaei@jmco.com>

Cc: Johnson, Demetrius <JohnsonD@lcfla.com>

Subject: Paul Dyal Severance Investigation

WARNING --- This email originated outside of JMCo. Please review the sender's email address. Report any suspicious attachments, links, or requests to the Help Desk.

Good afternoon Brendan,

The City Council voted to investigate whether Mr. Paul Dyal should be paid 16 weeks of severance, because he left voluntarily. The City's attorney and the mayor signed off on "Appendix I" separation agreement. A council member felt that they were not authorized to sign the agreement. Being that our attorney is involved with the approval of the severance, the council voted 3-2 to have James Moore & Co. investigate. I am not sure if that is something that you all do, but I am just doing what I was asked to do by our interim city manager, Mr. Dee Johnson. I have attached Mr. Dyal's contract and the signed separation agreement. If you have any questions, please let me or Mr. Johnson know. Have a great weekend!

Thank you,

Angela Taylor Moore

Finance Director

City of Lake City

205 N Marion Ave

Lake City, FL 32055

(386)719-5844 Direct Line

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City officials regarding City business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.

This message and any attachments are intended only for the individual to whom it is addressed. They are confidential and may be privileged information. If you are neither the intended recipient nor the agent responsible for delivering the message to the intended recipient you are hereby notified that any dissemination of this communication is strictly prohibited and may be unlawful. If you feel you have received this communication in error please notify us immediately by returning this email to the sender and deleting it out of your email. Thank You. James Moore & Co P.L.

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from City officials regarding City business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.

File Attachments for Item:

18. Discussion and Direction from Council: Readdress dollar amount for Grant Funding Policy/Application. (Community Programs Director Terri Phillips/Interim City Manager Dee Johnson)



CITY OF LAKE CITY

Handout from
ms. Phillips at meeting
2/26/24
Item # 2

Date: _____

The City of Lake City, Florida is accepting organization funding requests for Fiscal Year 2023-2024 for not-for-profit, tax-exempt entities and community-based organizations.

Grant Applications are available online at:

www.lcfla.com

Paper applications will also be accepted.

DEADLINE: _____

Please send the completed application along with supporting documentation by the above deadline to:

City of Lake City, Office of the City Manager
205 North Marion Avenue
Lake City, FL 32055

Or by email to: communityfundingrequest@lcfla.com

1. To be considered for funding, an applicant must provide a necessary service that benefits the residents of the Lake City community by augmenting an existing service provided by the City of Lake City or by providing an essential service not currently provided by the City.
2. Projects considered would:
 - Address significant community issues.
 - Present innovative, creative and practical ideas that build on the community's strengths.
 - Present a clear work plan that shows the ability to achieve the project's goals.
 - Encourages cooperation, creates efficiencies, and reduces duplication of services.
 - Develops the leadership potential of the community and promotes diversity.
 - Demonstrates quality, vision, collaboration, and good management.
 - Provides a plan for sustainability beyond the funding period.
3. Applicants for funding consideration must submit a completed application with a copy of the organization's adopted annual budget, bylaws, and state and federal I.D. numbers. A member of City staff may request additional documentation if necessary. If the application meets the minimum criteria, the applicant will be notified in writing of a date, time, and location to present their project to the City Council.
4. When the application period closes, City of Lake City staff and the City of Lake City Council will rank the applicants. The City Council will make the final recommendations and determine the funding level provided to each nonprofit organization.
5. All applications for *grant* funding shall be submitted in the particular year in which the *grant* funding is sought. The *grant* funding request shall be made on a form the City Manager or designee provides. The *grant* application form must be accompanied by all the required information set forth in the application form.
6. The maximum amount of money the City Council may annually appropriate for *grant* funding to nonprofit organizations shall not exceed \$5000.00 (up to \$15,000). The final decision to make a *grant* award pursuant to this article is at the sole discretion of the City Council and contingent on

the availability of appropriated funds in the City's annual budget. The Council may choose not to allocate funds in a particular fiscal year.

7. Purpose must fall in one or more of the following areas:

- a. Cultural
- b. Educational
- c. Historical
- d. Social Service
- e. Economic
- f. Environmental
- g. Athletic
- h. Veteran's Services

- 8. The organization must show evidence of community need for the function.
- 9. The organization should be non-profit and provide evidence of such status.
- 10. Level 2 Background checks are required for all applicants/Committees/Board Members.
Background checks will be done at the Public Safety Building free of charge.
- 11. Organization should not duplicate present City service.
- 12. Funding priority will be given to those organizations whose services benefit primarily City residents. Those organizations whose service will have county-wide benefits should indicate the level of funding from the County.
- 13. Services provided by organizations should benefit the community as a whole and not direct activity towards target groups. Any fees charged by the organization should be reasonable.
- 14. Organizations should list members of the board and terms of service and if requested have available the minutes and meeting times of board meetings.
- 15. Organizations should list names and numbers of volunteers.
- 16. Organizations should list names and numbers of salaried personnel.
- 17. This policy is intended to provide information and assistance to applications and the City Council.
Nothing herein should be taken to indicate intent to automatically fund, or conversely that the Council would be restricted arbitrarily from taking any action it deems appropriate.

DEADLINE: _____



City of Lake City

205 North Marion Avenue | Lake City, Florida 32055
Phone: (386) 758-5427 | Email: communityfundingrequest@lcfra.com

APPLICATION GRANT FOR FUNDING

Revised 2024

Date Received: _____

Application No: _____

Completed applications and requested documentation must be received by the City of Lake City by 5pm on XXXXXXXX

SECTION I: CATEGORIES (Please check one)

- | | | |
|--|--|--|
| <input type="checkbox"/> Youth / Senior Services | <input type="checkbox"/> Cultural | <input type="checkbox"/> Economical |
| <input type="checkbox"/> Social Service | <input type="checkbox"/> Historical | <input type="checkbox"/> Environmental |
| <input type="checkbox"/> Educational | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Veteran Services |
| <input type="checkbox"/> Athletic | <input type="checkbox"/> Social Services | <input type="checkbox"/> Other (Please specify): _____ |

SECTION II: EVENT/ORGANIZATION CONTACT INFORMATION (Please complete)

Organization/Applicant Name: _____

Event/Description: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____

Event Contact Name: _____ Phone: _____

Amount Requested: _____ (\$5,000.00 maximum) (up to \$15,000)

Application must be submitted with:

- Copy of Organization's current IRS form 990.
- Summarized copy of your Organization's Operating Budget for the current year.
- Supply one year of the organizations bank statements.
- Minutes from organization with the approval of the board to request funds.
- Current 501(c)(3) certificate
- Copy of Organization's W-9

Are you a Charitable/Non-Profit Organization?

If yes, FL State Tax Exempt #: _____

***Please provide a copy of your current 501(c)(3) certificate with this Application Certificate included? ☐ No ☐

SECTION III: ORGANIZATION INFORMATION (Please complete each item. Failure to do so will result in a incomplete application)

How long has your organization been in existence? _____ (two year minimum required to qualify for funding)

Date organization was established: _____

Florida Department of State Registration Number: _____

Federal Employer Identification Number (FEIN): _____

Has your organization been funded by the City of Lake City previously? _____

If yes, when and how much? _____

Has your organization received federal or state funding in the last 18 months?

If yes, when and for how much? _____

What is your organization's fiscal year? _____ to _____

For the current fiscal year, what is the estimated annual operating budget of your organization? _____

Request for Funds Application - 1 of 2

126

Other question suggestions for the Application if needed:

What year was the organization established?

What are the non-profit organization's primary services and programs in the community?

Provide a brief description of the proposed project.

Provide a detailed description of the proposed project. Include a description of the identified need that the program will address.

What is the targeted population to be served?

How will you recruit and onboard program participants?

What is the timeline for the proposed program? Include the frequency and duration of sessions and/or activities.

Describe how volunteers will be recruited, trained and supported.

What is your organization's history and experience providing this type of program or service?

Do you have any partnerships with other organizations or businesses to provide this program? Please describe

What is the staffing plan for this program? Provide a brief description of primary staff and their qualifications.

Where will project activities take place? Please provide specific addresses for location(s). ALL grant-funded activities must take place within the city limits.

How many participants do you anticipate will participate in this project?

Provide at least two program performance measures that will be used to evaluate the program/project outcomes and impact (for example, "80% of children improved their teamwork skills based on pre-post surveys").

Do families pay a fee to participate? If yes, what is the fee?

Will any part of the grant being requested be used to assist families unable to pay? If yes, how much?

Grant requests may be approved for full or partial funding, If the organization receives partial funding, can the program still be implemented, and/or can additional dollars be raised?

How many homes are located within the boundaries of your neighborhood organization?

Describe the proposed project or program, including the identified need that the program will address.

How were residents involved in selecting and planning this project?

What is the timeline for implementing your project over the grant year?

How will you recruit fellow residents to volunteer with this project?

**Do you have partnerships with other organizations or businesses to provide this program?
Please describe.**

What is the intended benefit? Why is it important to the neighborhood?

Suggestions on time line of submissions for applications:

Applications received one time per year.

Applications received on or before March __ will be reviewed for funding in the Spring cycle.

Applications received on or before September __ will be reviewed for funding in the Fall cycle.

Suggestions on yearly funds:

Limit to one application approval for the organization?

Can apply and awarded funds yearly?

Other Possible suggestions:

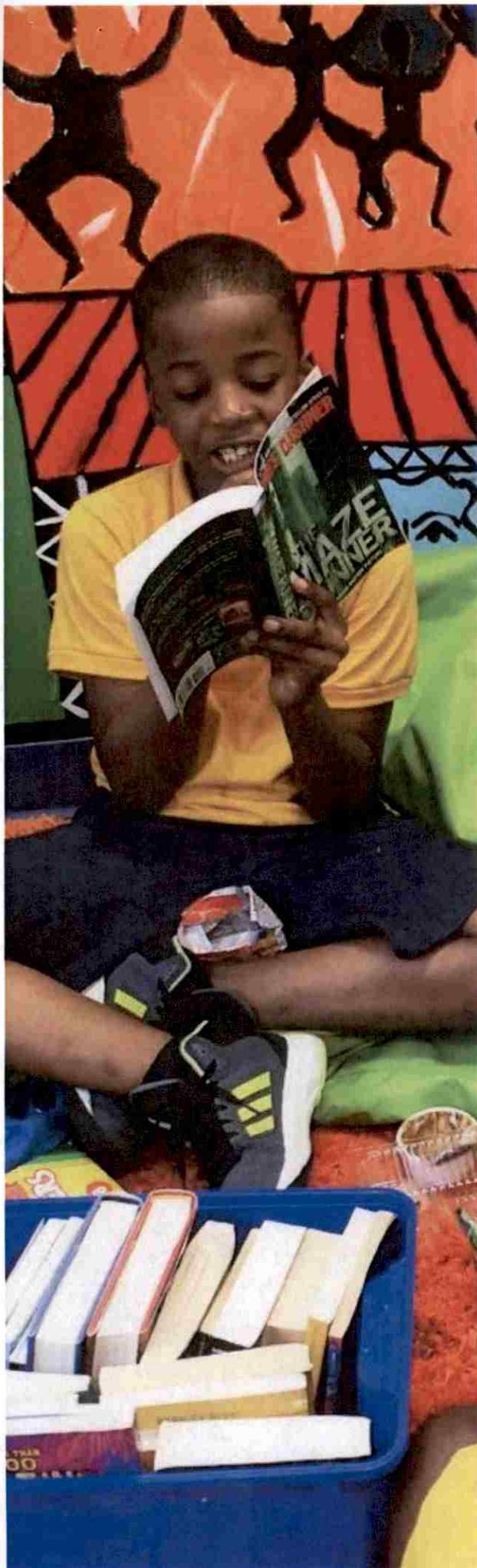
Do we want to require organizations to do matching funds?



Mayor's Matching Grant Program



GUIDELINES AND ELIGIBILITY FOR NONPROFIT ORGANIZATIONS



Purpose

The Mayor's Matching Grant provides non-profit organizations resources to implement projects they typically would not be able to fund.

The Mayor's Matching Grant (MMG) program was established to promote partnerships and collaborations with businesses, religious institutions, non-profit agencies and other community resources to provide youth programs that improve academic achievement, reduce youth crime and invest in the foundation of safe communities.

Grant funds are available bi-annually, with awards ranging from \$500 to \$5,000 that are matched dollar for dollar by the applicants using a combination of cash, in-kind contributions and volunteer labor.

Eligibility

- Federally Tax Exempt 501(c)3 Organizations
- Meet the **minimum** criteria as outlined in the application

Project Criteria

- Project must offer high-quality educational, academic, civic engagement or mentoring opportunities for youth during non-school hours
- Applicant cannot be a current recipient of a Mayor's Matching Grant
- Applicant must be in existence for at least one year
- Applicant must ensure dollar-for-dollar match of the grant request using a combination of cash, volunteer labor and/or in-kind goods or services
- Project must take place within the city limits

Managing Grant Funds

- Grant funds will be disbursed in the form of quarterly reimbursements for approved expenses.
- Grant recipients may request a cash advance of up to 50% of the grant award at the time of application to cover start up costs and purchase supplies.

Letters of Support

- Provide letter(s) of support from collaborative business or nonprofit partners.
- Letters of support from City of Lake City staff or elected officials will not be accepted.

Grant Match

- The total match must equal or exceed the amount being requested from the City of Lake City.
- A combination of cash, volunteer labor and/or in-kind goods or services can be used as match.
- In-kind or cash donations from City of Lake City services, staff, or elected officials cannot be counted as match.



Grant Match

Match Component	Definition	Nonprofit Organization Contribution	Community Partner Contribution
Volunteer Labor	Volunteer labor from nonprofit organization staff or volunteers, valued at \$29.95 per hour	A minimum of 25% and a maximum of 50% of the grant award	Not required, although volunteer labor may strengthen and contribute to the success of the project
Cash	Cash contributions or donations	Unlimited	A minimum of 50% of the grant award in cash and/or in-kind goods or services
In-kind Goods and Services	Supplies, equipment, space or professional services valued at "fair market value" and furnished by legitimate service providers and/or businesses	Unlimited	A minimum of 50% of the grant award in cash and/or in-kind goods or services





Project Guidelines

Successful grant proposals should represent innovative and promising ideas, reach a significant number of children or youth, and demonstrate broad-based community support.

Applicants must clearly describe the specific activities they will offer to engage youth in a positive pro-social peer environment.

Grants are awarded to high quality out-of-school opportunities for youth in the following areas:

- Education
- Academic
- Athletic
- Civic Engagement
- Mentoring Opportunities

Non-Eligible Projects/Expenses:

- Computers
- Office equipment
- Capital improvements or renovations
- In-school programs (programs offered during school hours)
- Administrative and/or indirect costs that are more than 15% of the non-profit organization's grant request
- Pre and/or post-award expenses
- Theme park tickets
- Projects that discriminate or exclude participants on the basis of race, religion, color, sex, sexual orientation, national origin, age, mental or physical disability. Access must be open to all segments of the community.
- Third party or other "pass through" organizations
- Faith-based organizations/programs, unless there is a non-faith-based service that is available to all segments of the population.

Program Performance and Outcomes

Applicants should develop a program design that will facilitate the gathering of data per the following required performance measures:

PERFORMANCE MEASURES:

- Number of Program youth served
- Number of contact hours with youth participants
- Number of program youth successful in achieving program goals

DATA REPORTED BY GRANTEE EACH QUARTER:

- Current youth enrollment
- Number of hours youth are engaged in project related activities
- Number of program youth who exited the program having completed program requirements
- Number of youth who exited the program during the reporting period (both successfully and unsuccessfully)



Selection Criteria

A Review Panel of past grant recipients, community leaders and volunteers will use the following criteria to evaluate each proposal. Total possible points is 30.

Supports the Mayor's Matching Grant philosophy and mission	5 points	The activities and programs described in the project proposal are designed to address educational enhancement, academic enrichment, public safety, crime prevention or anti-violence activities within the City of Lake City . The activities have youth programming with the majority of program participants residing in the City of Lake City . The activities and expenditures are within the guidelines of what is eligible for funding.
Community Partnerships	5 points	Application includes Letters of Intent for in-kind donations such as supplies, equipment, space or professional services, which describe their donations and state the market value. Value of match meets or exceeds the minimum required. Proposed match is well documented and ready to expend.
Letter(s) of Support	5 points	Provides letter(s) of support from community based organizations, community leaders or City of Lake City neighborhood organizations representing the areas where project activities will be taking place. Letters of support from City of Lake City staff or elected officials will not be accepted.
Benefit to City of Orlando residents	5 points	Project provides a public benefit to City of Lake City residents. The project or activity takes place within the city limits.
Project Planning	5 points	Well-planned, cost-effective and ready for implementation; shows a clear and reasonable vision for sustaining the project. Proposed activities are an innovative response to a recognized problem. Grant application is thorough and completed.
Budget	5 points	Budget is reasonable projection of expenses and revenue. Budget accurately depicts revenues, expenses and matching funds; sufficiently justifies the amount of grant funds being requested. At least three written estimates from established vendors were submitted for any expenses that exceed \$250 per unit cost. Met or exceeded match amount according to grant funds requested. Expenses are itemized, specific and necessary for project implementation.

File Attachments for Item:

19. City Council Ordinance No. 2024-2277 - (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 24-03, by the City of Lake City, relation to an amendment to the text of the Land Development Regulations; providing for amending Section 4.2 entitled Supplementary District Regulations by adding Section 4.2.15.16 entitled Offstreet Parking Requirements: for all zoning districts except C-CBD Commercial-Central Business District and Section 4.2.15.17 entitled Variance to above mentioned parking requirements; providing for amending Section 4.4.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.5.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.6.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.7.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.8.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.9.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.10.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.11.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.12.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.13.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.15.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.16.11 entitled Minimum Offstreet Parking Requirements; providing for amending Section 4.17.11 entitled Minimum Offstreet Parking Requirements; providing severability; repealing all ordinances in conflict; and providing an effective date.

Adopt City Council Ordinance No. 2024-2277 on first reading

ORDINANCE NO. 2024-2277

CITY OF LAKE CITY, FLORIDA

1 AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE TEXT OF
2 THE CITY OF LAKE CITY LAND DEVELOPMENT REGULATIONS, AS AMENDED,
3 PURSUANT TO AN APPLICATION, LDR 24-03, BY THE CITY OF LAKE CITY,
4 RELATION TO AN AMENDMENT TO THE TEXT OF THE LAND DEVELOPMENT
5 REGULATIONS; PROVIDING FOR AMENDING SECTION 4.2 ENTITLED
6 SUPPLEMENTARY DISTRICT REGULATIONS BY ADDING SECTION 4.2.15.16
7 ENTITLED OFFSTREET PARKING REQUIREMENTS: FOR ALL ZONING DISTRICTS
8 EXCEPT C-CBD COMMERCIAL-CENTRAL BUSINESS DISTRICT AND SECTION
9 4.2.15.17 ENTITLED VARIANCE TO ABOVE MENTIONED PARKING
10 REQUIREMENTS; PROVIDING FOR AMENDING SECTION 4.4.11 ENTITLED
11 MINIMUM OFFSTREET PARKING REQUIREMENTS; PROVIDING FOR
12 AMENDING SECTION 4.5.11 ENTITLED MINIMUM OFFSTREET
13 PARKING REQUIREMENTS; PROVIDING FOR AMENDING SECTION 4.6.11
14 ENTITLED MINIMUM OFFSTREET PARKING REQUIREMENTS; PROVIDING FOR
15 AMENDING SECTION 4.7.11 ENTITLED MINIMUM OFFSTREET PARKING
16 REQUIREMENTS; PROVIDING FOR AMENDING SECTION 4.8.11 ENTITLED
17 MINIMUM OFFSTREET PARKING REQUIREMENTS; PROVIDING FOR
18 AMENDING SECTION 4.9.11 ENTITLED MINIMUM OFFSTREET PARKING
19 REQUIREMENTS; PROVIDING FOR AMENDING SECTION 4.10.11 ENTITLED
20 MINIMUM OFFSTREET PARKING REQUIREMENTS; PROVIDING FOR
21 AMENDING SECTION 4.11.11 ENTITLED MINIMUM OFFSTREET PARKING
22 REQUIREMENTS; PROVIDING FOR AMENDING SECTION 4.12.11 ENTITLED
23 MINIMUM OFFSTREET PARKING REQUIREMENTS; PROVIDING FOR
24 AMENDING SECTION 4.13.11 ENTITLED MINIMUM OFFSTREET PARKING
25 REQUIREMENTS; PROVIDING FOR AMENDING SECTION 4.15.11 ENTITLED
26 MINIMUM OFFSTREET PARKING REQUIREMENTS; PROVIDING FOR
27 AMENDING SECTION 4.16.11 ENTITLED MINIMUM OFFSTREET PARKING
28 REQUIREMENTS PROVIDING FOR AMENDING SECTION 4.17.11 ENTITLED
29 MINIMUM OFFSTREET PARKING REQUIREMENTS; PROVIDING SEVERABILITY;
30 REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE
31 DATE

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

35 **WHEREAS**, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning
36 Act, requires the City Council to prepare and adopt regulations concerning the use of land and water to
37 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. ARTICLE IV, SECTION 4.2, SUBSECTION 4.2.15, SUBSECTION 4.2.15.16 OF THE LAND DEVELOPMENT REGULATIONS IS CREATED AS FOLLOWS:

4.2.15.16 Offstreet Parking Requirements: For All Zoning Districts Except C-CBD
Commercial-Central Business District

<u>Amusement or assembly places containing fixed seats</u>	<u>1 space for each 3 fixed seats provided for patron use, plus 1space per employee</u>
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<u>Amusement or assembly places without fixed seats (go-cart tracts, mini-golf courses, driving ranges and other similar outdoor uses)</u>	<u>1 space per each 3 patrons, plus 1 space per each employee</u>
<u>Apartments of three (3) dwelling units or more (efficiencies and one-bedroom)</u>	<u>1½ spaces for each dwelling unit</u>
<u>Apartments of three (3) dwelling units or more (two (2) and three (3) bedrooms)</u>	<u>2 spaces for each dwelling unit</u>
<u>Auto dealerships</u>	<u>1 space per every three hundred (300) square feet of gross floor area including showroom, sales offices and general offices.</u>
<u>Big box development</u>	<u>4 spaces for each 1,000 square feet of gross floor area, but not to exceed 5 spaces for each 1,000 square feet</u>
<u>Boardinghouses, lodging houses, and rooming- houses and assisted living facilities (such as senior living facilities),including nursing homes</u>	<u>1 space for each 2 bedrooms</u>
<u>Clubs, lodges, fraternities</u>	<u>1 space for each bedroom, plus 1 space for each 5 members</u>

<u>Day care centers and kindergartens</u>	<u>1 space for each 10 children, plus with a pickup and drop-off area one space for each 10 children or without a pick-up or drop-off area one space for each 5 children.</u>
<u>General business establishments, such as hardware, furniture, appliance, jewelry, apparel stores, and all other general retail establishments of fifteen thousand (15,000) square feet gross floor area or less</u>	<u>1 space for each 300 square feet of gross floor area; provided, however, that no use shall have less than 3 spaces</u>
<u>Hospitals, sanitariums, foster group homes, and similar institutions</u>	<u>2 spaces for each bedroom and office building criteria</u>
<u>Hotels, motels, tourist courts</u>	<u>1 space for each 1½ rooms, plus 1 space for each employee, plus restaurant and retail sales criteria must be met when applicable</u>
<u>Industrial uses, manufacturing and warehousing</u>	<u>1 space for each bay, plus 1 space for each 1,000 square feet</u>
<u>Kennels and veterinary clinics</u>	<u>1 space for each 300 square feet of office, animal shelter and run area</u>

<u>Mechanical garages</u>	<u>1 space for every employee, plus 1 space per bay or 1 space for each one thousand (1,000) square feet if no bays</u>
<u>Medical dental, optical clinics and offices</u>	<u>1 space for each employee, plus 2 spaces for each examination room</u>
<u>Mini-warehouses up to two hundred (200) units</u>	<u>4 spaces located at office/entrance area, plus minimum 25feet between buildings for driveway parking purposes</u>
<u>Mini-warehouses over two hundred (200) units</u>	<u>6 spaces located at office/entrance area, plus minimum 25feet between buildings for driveway parking purposes</u>
<u>Mortuaries</u>	<u>1 space for each 4 seats in chapel, plus 1 space for each commercial vehicle</u>
<u>Office building, including business, commercial and government</u>	<u>1 space for each 200 square feet of floor area used for office purposes</u>

<u>General business establishments, such as hardware, furniture, appliance, jewelry, apparel stores, etc.</u>	<u>1 space for each 300 square feet of gross floor area; provided, however, that no use shall have less than 3 spaces</u>
<u>Post office</u>	<u>1 space for each 4 employees, plus 1 space per governmental vehicle, plus 4 spaces per service window</u>
<u>Residential dwelling units, single-family and duplex</u>	<u>2 spaces for each dwelling unit</u>
<u>Restaurants, grills, bars, lounges, similar dining, and/or drinking establishments</u>	<u>1 space for each 4 seats provided for patron use, plus 1 space for each 75 square feet of floor area provided for patron use which does not contain seats; provided that no use shall have less than 4 spaces ; plus 1 space for each employee</u>
<u>Personal service establishments, retail establishments, banks, financing and lending institutions</u>	<u>1 space for each 100 square feet of first floor area, plus 1space for each 200 square feet of floor area above the first floor, excluding storage areas; 2 spaces for lobby</u>

<u>Schools (charter and private), including elementary, middle, K-8, high schools and academies, not including colleges, universities, or similar institutions. For schools (public), see the public school siting regulations at chapter 38, article XVIII.</u>	<u>1 space for each 4 seats in assembly hall, or 4 spaces per each instructional room plus 1 space for each 3 high school students, whichever is greater.</u>
<u>Shopping centers between fifteen thousand one (15,001) and fifty thousand (50,000) square feet gross floor area, food stores, supermarkets, and drugstores</u>	<u>5½ spaces for each 1,000 square feet of gross floor area; provided, however, no use shall have less than 5 spaces</u>
<u>Shopping centers over fifty thousand (50,000) square feet gross floor area</u>	<u>5 spaces for each 1,000 square feet of gross floor area</u>
<u>Student housing</u>	<u>1 space per bedroom.</u>
<u>Time share units</u>	<u>1.25 spaces for each unit plus .25 spaces for each lockout unit.</u>
<u>Universities, colleges and similar institutions</u>	<u>1 space for each 200 square feet of classroom and office space</u>

SECTION 2. ARTICLE IV, SECTION 4.2, SUBSECTION 4.2.15, SUBSECTION 4.2.15.17 OF THE LAND DEVELOPMENT REGULATIONS IS CREATED AS FOLLOWS:

4.2.15.17 Variance To Above Mentioned Parking Requirements

Land owners may petition the Board of Adjustments for a variance to the parking requirements in section 4.2.15.16, however the following criteria must be meet;

1. Parking Variance must be supported by a parking study;

2. All requirements for Variances in Section 11.3 of these Land Development Regulations must be met;
3. Must comply with all State and Federal Laws for parking; and
4. Shall create an environment which is at the best interest for the public's safety, well-being, and health.

SECTION 3. ARTICLE IV, SECTION 4.4; SUBSECTION 4.4.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.4.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection 4.2.15.17)

(See also Section 4.2)

1. Residential dwelling units: two (2) spaces for each dwelling unit.
2. Elementary and junior high schools: two (2) spaces for each classroom or office room, plus one (1) space for each three (3) seats in any auditorium or gymnasium.
3. Senior high school: four (4) spaces for each classroom or office room, plus two (2) spaces for each three (3) seats in any auditorium or gymnasium.
4. Churches or other houses of worship: one (1) space for each six (6) permanent seats in the main auditorium.
5. Public buildings and facilities (unless otherwise specified): one (1) space for each two hundred (200) square feet of floor area.
6. Private clubs and lodges: one (1) space for each three hundred (300) square feet of floor area.
7. Adult and child care centers: one (1) space for each three hundred (300) square feet of floor area devoted to adult or child care activities and one (1) space for each employee.
8. Group living facilities: one (1) space for each bedroom.
9. Hospitals: one (1) space for each bed.
10. Sanitariums and nursing homes: one (1) space for each two (2) beds.
11. Residential home for the aged: one (1) space for each dwelling unit.
12. Commercial and service establishments (unless otherwise specified): one (1) space for each one hundred fifty (150) square feet of non-storage floor area.
13. Livestock or poultry slaughterhouse; saw mills and planing mills;

crematories; agricultural feed and grain packaging, blending, storage and sales; agricultural fertilizer storage and sales: one (1) space for each five hundred (500) square feet of floor area.

14. ~~Livestock auction arenas; agricultural equipment and related machinery sales; agricultural fairs and fairground activities; drive-in theaters; racetracks and speedways; golf and archery ranges; rifle, shotgun, and pistol ranges; commercial kennels; veterinary clinics; and animal shelters: one (1) space for each three hundred fifty (350) square feet of 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.~~

15. ~~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.~~

16. ~~For other special exceptions as specified herein: to be determined by findings in the particular case.~~

SECTION 4. ARTICLE IV, SECTION 4.5.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.5.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection 4.2.15.17)

(See also Section 4.2)

1. ~~Each residential dwelling unit: two (2) spaces for each dwelling unit.~~

2. ~~Elementary and junior high schools: two (2) spaces for each classroom or office room, plus one (1) space for each three (3) seats in any auditorium or gymnasium.~~

3. ~~Senior high school: four (4) spaces for each classroom or office room, plus two (2) spaces for each three (3) seats in any auditorium or gymnasium.~~

4. ~~Churches or other houses of worship: one (1) space for each six (6) permanent seats in the main auditorium.~~

5. ~~Public buildings and facilities (unless otherwise specified): one (1) space for each two hundred (200) square feet of floor area.~~

6. ~~Private clubs and lodges: one (1) space for each three hundred~~

~~(300) square feet of floor area.~~

~~7. Adult and child care centers: one (1) space for each three hundred (300) square feet of floor area devoted to adult or child care activities and one (1) space for each employee.~~

~~8. Commercial greenhouses and plant nurseries: one (1) space for each one hundred fifty (150) square feet of non-storage floor area.~~

~~9. 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.~~

~~10. For other special exceptions as specified herein: to be determined by findings in the particular case.~~

SECTION 5. ARTICLE IV, SECTION 4.6.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.6.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection 4.2.15.17)

(See also Section 4.2)

~~1. Residential dwelling units: two (2) spaces for each dwelling unit.~~

~~2. Elementary and junior high schools: two (2) spaces for each classroom or office room, plus one (1) space for each three (3) seats in any auditorium or gymnasium.~~

~~3. Senior high schools: four (4) spaces for each classroom or office room, plus two (2) spaces for each three (3) seats in any auditorium or gymnasium.~~

~~4. Churches or other houses of worship: one (1) space for each six (6) permanent seats in the main auditorium.~~

~~5. Public buildings and facilities (unless otherwise specified): one (1) space for each two hundred (200) square feet of floor area.~~

~~6. Adult and child care centers: one (1) space for each three hundred (300) square feet of floor area devoted to adult or child care activities and one (1) space for each employee.~~

~~7. Private clubs and lodges: one (1) space for each three hundred (300) square feet of floor area.~~

~~8. Commercial greenhouses and plant nurseries: one (1) space for~~

each one hundred fifty (150) square feet of non-storage floor area.

9. ~~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.~~

10. ~~For other special exceptions as specified herein; to be determined by findings in the particular case.~~

SECTION 6. ARTICLE IV, SECTION 4.7.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.7.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection 4.2.15.17)

(See also Section 4.2)

1. ~~Residential dwelling units: two (2) spaces for each dwelling unit.~~

2. ~~Elementary and junior high schools: two (2) spaces for each classroom or office room, plus one (1) space for each three (3) seats in any auditorium or gymnasium.~~

3. ~~Senior high schools: four (4) spaces for each classroom or office room, plus two (2) spaces for each three (3) seats in any auditorium or gymnasium.~~

4. ~~Churches or other houses of worship: one (1) space for each six (6) permanent seats in the main auditorium.~~

5. ~~Public buildings and facilities (unless otherwise specified): one (1) space for each two hundred (200) square feet of floor area.~~

6. ~~Private clubs and lodges: one (1) space for each three hundred (300) square feet of floor area.~~

7. ~~Adult and child care centers: one (1) space for each three hundred (300) square feet of floor area devoted to child care activities and one (1) space for each employee.~~

8. ~~Commercial greenhouses and plant nurseries: one (1) space for each one hundred fifty (150) square feet of non-storage floor area.~~

9. ~~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.

10. For other special exceptions as specified herein: to be determined by findings in the particular case.

SECTION 7. ARTICLE IV, SECTION 4.8, SUBSECTION 4.8.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.8.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection 4.2.15.17)

(See also Section 4.2)

1. Residential dwelling units: two (2) spaces for each dwelling unit.
2. Elementary and junior high schools: two (2) spaces for each classroom or office room, plus one (1) space for each three (3) seats in any auditorium or gymnasium.
3. Senior high schools: four (4) spaces for each classroom or office room, plus two (2) spaces for each three (3) seats in any auditorium or gymnasium.
4. Churches or other houses of worship: one (1) space for each six (6) permanent seats in the main auditorium.
5. Public buildings and facilities (unless otherwise specified): one (1) space for each two hundred (200) square feet of floor area.
6. Adult and Child care centers: one (1) space for each three hundred (300) square feet of floor area devoted to adult or child care activities and one (1) space for each employee.
7. Private clubs and lodges: one (1) space for each three hundred (300) square feet of floor area.
8. For other special exceptions as specified herein: to be determined by findings in the particular case.

SECTION 8. ARTICLE IV, SECTION 4.9, SUBSECTION 4.9.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.9.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection 4.2.15.17)

(See also Section 4.2)

1. Each residential dwelling unit: two (2) spaces for each dwelling unit.
2. Elementary and junior high schools: two (2) spaces for each classroom or office room, plus one (1) space for each three (3) seats in any auditorium or gymnasium.

- 259 3. ~~Senior high schools: four (4) spaces for each classroom or office~~
260 ~~room, plus two (2) spaces for each three (3) seats in any auditorium~~
261 ~~or gymnasium.~~
- 262 4. ~~Churches or other houses of worship: one (1) space for each six (6)~~
263 ~~permanent seats in the main auditorium.~~
- 264 5. ~~Public buildings and facilities (unless otherwise specified): one (1)~~
265 ~~space for each two hundred (200) square feet of floor area.~~
- 266 6. ~~Adult and Child care centers: one (1) space for each three hundred~~
267 ~~(300) square feet of floor area devoted to adult or child care~~
268 ~~activities and one (1) space for each employee.~~
- 269 7. ~~Private clubs and lodges and conference centers: one (1) space for~~
270 ~~each three hundred (300) square feet of floor area.~~
- 271 8. ~~Group living facilities: one (1) space for each bedroom.~~
- 272 9. ~~Nursing homes: one (1) space for each two (2) beds.~~
- 273 10. ~~Residential homes for the aged: one (1) space for each dwelling~~
274 ~~unit.~~
- 275 11. ~~For other special exceptions as specified herein: to be determined~~
276 ~~by findings in the particular case.~~

277 **SECTION 9. ARTICLE IV, SECTION 4.10, SUBSECTION 4.10.11 OF THE LAND DEVELOPMENT**
278 **REGULATIONS IS AMENDED AS FOLLOWS:**

279 4.10.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

280 (See Subsection 4.2.15.16 and Subsection .4.2.15.17)

281 (See also Section 4.2)

- 282 1. ~~Each residential dwelling unit: two (2) spaces for each dwelling~~
283 ~~unit.~~
- 284 2. ~~Medical or dental offices, clinics, and laboratories: one (1) space~~
285 ~~for each one hundred fifty (150) square feet of floor area.~~
- 286 3. ~~Business and professional offices: one (1) space for each two~~
287 ~~hundred (200) square feet of floor area.~~
- 288 4. ~~Public buildings and facilities (unless otherwise specified): one (1)~~
289 ~~space for each two hundred (200) square feet of floor area.~~
- 290 5. ~~Art galleries: one (1) space for each three hundred (300) square~~
291 ~~feet of floor area.~~
- 292 6. ~~Community or little theaters: one (1) space for each four (4) seats.~~
- 293 7. ~~Dance, art, and music studios: one (1) space for each three hundred~~
294 ~~fifty (350) square feet of floor area.~~

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- 295 ~~8. Private clubs and lodges: one (1) space for each three hundred~~
296 ~~(300) square feet of floor area.~~
- 297 ~~9. Churches and other houses of worship: one (1) space for each six~~
298 ~~(6) permanent seats in the main auditorium.~~
- 299 ~~10. Funeral homes: one (1) space for each three (3) seats in the chapel.~~
- 300 ~~11. Elementary and junior high schools: two (2) spaces for each~~
301 ~~classroom or office room, plus one (1) space for each three (3) seats~~
302 ~~in any auditorium or gymnasium.~~
- 303 ~~12. Senior high school: four (4) spaces for each classroom or office~~
304 ~~room, plus two (2) spaces for each three (3) seats in any auditorium~~
305 ~~or gymnasium.~~
- 306 ~~13. Professional, business, and technical schools: one (1) space for~~
307 ~~each two hundred (200) square feet of floor area.~~
- 308 ~~14. Hospitals: one (1) space for each bed.~~
- 309 ~~15. Nursing homes: one (1) space for each two (2) beds.~~
- 310 ~~16. Child care centers and overnight child care centers: one (1) space~~
311 ~~for each three hundred (300) square feet of floor area devoted to~~
312 ~~child care activities.~~
- 313 ~~17. Residential homes for the aged: one (1) space for each dwelling~~
314 ~~unit.~~
- 315 ~~18. Recovery homes: one (1) space for each bedroom.~~
- 316 ~~19. Residential treatment facilities: one (1) space for each bed.~~
- 317 ~~20. Pharmacies: one (1) space for each one hundred fifty (150) square~~
318 ~~feet of non-storage floor area.~~
- 319 ~~21. Adult care centers: one (1) space for each three hundred (300)~~
320 ~~square feet of floor area devoted to adult care activities.~~
- 321 ~~22. Bed and breakfast inn; in addition to parking required for the~~
322 ~~residence, one (1) parking space shall be provided for each guest~~
323 ~~room. The Board of Adjustment may vary the parking requirement~~
324 ~~for those properties listed on the City's historic landmark or site list~~
325 ~~based upon site constraints including, but not limited to, small~~
326 ~~yards, inadequate space for parking, and the availability of on-~~
327 ~~street parking.~~
- 328 ~~23. For other special exceptions as specified herein: to be determined~~
329 ~~by findings in the particular case.~~

SECTION 10. ARTICLE IV, SECTION 4.11, SUBSECTION 4.11.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.11.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection .4.2.15.17)

(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.~~
- ~~2. Adult care centers and child care centers and overnight child care centers: one (1) space for each three hundred (300) square feet of floor area devoted to adult or child care activities.~~
- ~~3. Public buildings and facilities (unless otherwise specified): one (1) space for each two hundred (200) square feet of floor area.~~
- ~~4. Banks and financial institutions: one (1) space for each one hundred fifty (150) square feet of non-storage floor area.~~
- ~~5. Each residential dwelling unit: two (2) spaces for each dwelling unit.~~
- ~~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: Offstreet loading required (see Section 4.2).

SECTION 11. ARTICLE IV, SECTION 4.12, SUBSECTION 4.12.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.12.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection .4.2.15.17)

(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.~~
- ~~2. Commercial establishments selling home furnishings and major appliances, and office equipment and furniture: one (1) space for~~

- 367 each five hundred (500) square feet of non-storage floor area.
- 368 3. ~~Restaurants, cocktail lounges, bars, and taverns: one (1) space for~~
- 369 ~~each three (3) seats in public rooms.~~
- 370 4. ~~Funeral homes: one (1) space for each three (3) seats in the~~
- 371 ~~chapel.~~
- 372 5. ~~Medical or dental offices, clinics, or laboratories: one (1) space~~
- 373 ~~for each one hundred fifty (150) square feet of floor area.~~
- 374 6. ~~Business and professional offices: one (1) space for each two~~
- 375 ~~hundred (200) square feet of floor area.~~
- 376 7. ~~Newspaper office: one (1) space for each three hundred fifty~~
- 377 ~~(350) square feet of floor area.~~
- 378 8. ~~Public buildings and facilities (unless otherwise specified): one (1)~~
- 379 ~~space for each two hundred (200) square feet of floor area.~~
- 380 9. ~~Banks and financial institutions: one (1) space for each one~~
- 381 ~~hundred fifty (150) square feet of non-storage floor area.~~
- 382 10. ~~Professional, business, and technical schools: one (1) space for~~
- 383 ~~each two hundred (200) square feet of floor area.~~
- 384 11. ~~Community and little theaters, indoor motion picture theaters:~~
- 385 ~~one (1) space for each four (4) seats.~~
- 386 12. ~~Hotels and motels: one (1) space for each sleeping room, plus~~
- 387 ~~two (2) spaces for the owner or manager, plus required number~~
- 388 ~~of spaces for each accessory use such as restaurant, bar, etc. as~~
- 389 ~~specified.~~
- 390 13. ~~Dry cleaning and laundry package plants: one (1) space for each~~
- 391 ~~one hundred fifty (150) square feet of non-storage floor area.~~
- 392 14. ~~Each residential dwelling unit: two (2) spaces for each dwelling~~
- 393 ~~unit.~~
- 394 15. ~~Churches and houses of worship: one (1) space for each six (6)~~
- 395 ~~permanent seats in main auditorium.~~
- 396 16. ~~Art galleries: one (1) space for each three hundred (300) square~~
- 397 ~~feet of floor area.~~
- 398 17. ~~Dance, art, and music studios: one (1) space for each three~~
- 399 ~~hundred fifty (350) square feet of floor area.~~
- 400 18. ~~Private clubs and lodges: one (1) space for each three hundred~~
- 401 ~~(300) square feet of floor area.~~
- 402 19. ~~Hospitals: one (1) space for each bed.~~
- 403 20. ~~Nursing homes: one (1) space for each three (3) beds.~~

- ~~21. Telephone exchange, motor bus or other transportation terminals: one (1) space for each three hundred fifty (350) square feet of floor area.~~
- ~~22. Adult care centers and child care centers and overnight child care centers: one (1) space for each three hundred (300) square feet of floor area devoted to child care activities.~~
- ~~23. For other special exceptions as specified herein: to be determined by findings in the particular case.~~

SECTION 12. ARTICLE IV, SECTION 4.13, SUBSECTION 4.13.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.13.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection .4.2.15.17)

(See also Section 4.2)

- ~~1. For uses specifically listed under CG: As for CG OFFSTREET PARKING REQUIREMENTS.~~
- ~~2. 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 (1,000) square feet of lot or ground area outside buildings used for any type of sales, display, or activity.~~
- ~~3. 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.~~
- ~~4. Palmist, astrologist, psychics, clairvoyants, and phrenologist: one (1) space for each two hundred (200) square feet of floor area.~~
- ~~5. Wholesale establishments: one (1) space for each five hundred (500) square feet of floor area.~~
- ~~6. Warehouse or storage use only: one (1) space for each one thousand five hundred (1,500) square feet of floor area.~~
- ~~7. Each existing residential dwelling unit: two (2) spaces for each dwelling unit.~~
- ~~8. Public buildings and facilities.~~
- ~~9. Churches and houses of worship.~~
- ~~10. Private clubs and lodges.~~
- ~~11. 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.

~~12. For other special exceptions as specified herein: to be determined by findings in the particular case.~~

Note: Offstreet loading required (see Section 4.2).

SECTION 13. ARTICLE IV, SECTION 4.15, SUBSECTION 4.15.13 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.15.13 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection .4.2.15.17)

~~(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 as 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: Offstreet loading required (see Section 4.2)

SECTION 14. ARTICLE IV, SECTION 4.16, SUBSECTION 4.16.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.16.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection .4.2.15.17)

(See also Section 4.2)

- ~~1. Warehousing and storage only: one (1) space for each one thousand five hundred (1,500) square feet of floor area.~~
- ~~2. Retail commercial establishments for sale, repair, and service of new and used automobiles, motorcycles, trucks and tractors, mobile homes, boats, heavy machinery and equipment, and farm equipment; motor vehicle body shops; retail establishments for sale of farm supplies, lumber and building supplies, monuments, and automotive vehicle parts and accessories; crematories; and similar uses: one (1) space for each three hundred fifty (350) square feet of 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.~~
- ~~3. Restaurants: one (1) space for each three (3) seats in public rooms.~~
- ~~4. Miscellaneous uses such as express or parcel delivery office, telephone exchange, motor bus or truck or other transportation terminal: one (1) space for each three hundred fifty (350) square feet of floor area.~~
- ~~5. For uses specifically listed under CI: As for CI OFFSTREET PARKING REQUIREMENTS.~~
- ~~6. Other permitted uses (unless otherwise specified): one (1) space for each five hundred (500) square feet of floor area.~~
- ~~7. For other special exceptions as specified herein: to be determined by findings in the particular case.~~

Note: Offstreet loading required (see Section 4.2).

SECTION 15. ARTICLE IV, SECTION 4.17, SUBSECTION 4.17.11 OF THE LAND DEVELOPMENT REGULATIONS IS AMENDED AS FOLLOWS:

4.17.11 MINIMUM OFFSTREET PARKING REQUIREMENTS

(See Subsection 4.2.15.16 and Subsection .4.2.15.17)

(See also Section 4.2)

- ~~1. Warehousing and storage only: one (1) space for each one thousand five hundred (1,500) square feet of floor area.~~
- ~~2. Retail commercial establishments for sale, repair, and service of new and used automobiles, motorcycles, trucks and tractors, mobile homes, boats, heavy machinery and equipment, and farm equipment; motor vehicle body shops; retail establishments for sale of farm supplies, lumber and building supplies, monuments, and automotive vehicle parts and accessories; wrecking yards; and similar uses: one (1) space for each three hundred fifty (350) square feet of 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.~~
- ~~3. Restaurants: one (1) space for each three (3) seats in public rooms.~~
- ~~4. Miscellaneous uses such as express or parcel delivery office, telephone exchange, motor bus or truck or other transportation terminal: one (1) space for each three hundred fifty (350) square feet of floor area.~~
- ~~5. For uses specifically listed under ILW: As for ILW OFFSTREET PARKING REQUIREMENTS.~~
- ~~6. Other permitted uses (unless otherwise specified): one (1) space for each five hundred (500) square feet of floor area.~~
- ~~7. For other special exceptions as specified herein: to be determined by findings in the particular case.~~

Note: Offstreet loading required (see Section 4.2).

SECTION 16. 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 17. CONFLICT. All ordinances or portions of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 18. EFFECTIVE DATE. This ordinance shall become effective upon adoption.

SECTION 19. 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.

APPROVED, UPON THE FIRST READING, by the City Council of the City of Lake City at a regular meeting,

on the 15th day of April, 2024.

PUBLICLY NOTICED, in a newspaper of general circulation in the City of Lake City, Florida, by the City Clerk of the City of Lake City, Florida on the ____ day of April, 2024.

APPROVED UPON THE SECOND READING, AND ADOPTED ON FINAL PASSAGE, by an affirmative vote of a majority of a quorum present of the City Council of Lake City, Florida, at a regularly scheduled meeting this ____ day of May, 2024.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COMMISSION
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance 2024-2277- Amending the Text of 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.

File Attachments for Item:

20. City Council Ordinance No. 2024-2283 - (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 24-01, 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, Low Density (less than or equal to 2 dwelling units per acre) to Residential, High Density (less than or equal to 20 dwelling units per acre) 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. (Sugarmill Apartments Phase 2)

ORDINANCE NO. 2024-2283

CITY OF LAKE CITY, FLORIDA

1 AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE
2 FUTURE LAND USE PLAN MAP OF THE CITY OF LAKE CITY
3 COMPREHENSIVE PLAN, AS AMENDED; RELATING TO AN AMENDMENT
4 OF 50 OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, CPA
5 24-01, BY THE PROPERTY OWNER OF SAID ACREAGE, UNDER
6 THE AMENDMENT PROCEDURES ESTABLISHED IN SECTIONS
7 163.3161 THROUGH 163.3248, FLORIDA STATUTES, AS AMENDED;
8 PROVIDING FOR CHANGING THE FUTURE LAND USE
9 CLASSIFICATION FROM RESIDENTIAL, LOW DENSITY (LESS THAN OR
10 EQUAL TO 2 DWELLING UNITS PER ACRE) TO RESIDENTIAL, HIGH
11 DENSITY (LESS THAN OR EQUAL TO 20 DWELLING UNITS PER ACRE)
12 OF CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY
13 OF LAKE CITY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL
14 ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

15 **WHEREAS**, Section 166.021, Florida Statutes, as amended, empowers the City Council of the City of Lake
16 City, Florida, hereinafter referred to as the City Council, to prepare, adopt and implement a
17 Comprehensive Plan;

18 **WHEREAS**, Sections 163.3161 through 163.3248, Florida Statutes, as amended, the Community Planning
19 Act, empowers and requires the City Council to prepare, adopt and implement a Comprehensive Plan;

20 **WHEREAS**, an application, CPA 24-01, for an amendment, as described below, to the Future Land Use Plan
21 Map of the City of Lake City's Comprehensive Plan has been filed with the City;

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

25 **WHEREAS**, pursuant to Section 163.3174, Florida Statutes, as amended, and the Land Development
26 Regulations, the Planning and Zoning Board, serving also as the Local Planning Agency, held the required
27 public hearing, with public notice having been provided, on said application for an amendment, as
28 described below, and at said public hearing, the Planning and Zoning Board, serving also as the Local
29 Planning Agency, reviewed and considered all comments received during said public hearing and the
30 Concurrency Management Assessment concerning said application for an amendment, as described
31 below, to the Future Land Use Map of the City's Comprehensive Plan and recommended to the City
32 Council's approval of said application for amendment, as described below, to the Future Land Use Map of
33 the City's Comprehensive Plan;

34 **WHEREAS**, the City Council held the required public hearings, with public notice having been provided,
35 under the procedures established in Sections 163.3161 through 163.3248, Florida Statutes, as amended,
36 on said application for an amendment, as described below, and at said public hearings, the City Council
37 reviewed and considered all comments received during said public hearing, including the
38 recommendation of the Planning and Zoning Board, serving also as the Local Planning Agency, and the
39 Concurrency Management Assessment concerning said application for an amendment, as described
40 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, now, therefore,

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

Section 1. Future Land Use Map Amended. Pursuant to an application, CPA 24-01, submitted by Carol Chadwick, for MHP JR, LLC, owner, 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 totaling 50 acres or less is hereby changed from RESIDENTIAL, LOW DENSITY (less than or equal to 2 dwelling units per acre) to RESIDENTIAL, HIGH DENSITY (less than or equal to 20 dwelling units per acre) on property described, as follows:

A parcel of land lying in Section 30, Township 3 South, Range 17 East, Columbia County, Florida. Being more particularly describes as follows: All that tract or parcel of land situate, lying and being in Section 6, Township 4 South, Range 17 East, Columbia County, Florida and being more particularly described as follows:

For a Point of Commencement, start at the Northeast corner of the Northwest Quarter of Northwest Quarter of said Section 6; run thence S 01°00'19" E a distance of 988.49' to a point; thence N 87°27'58" E a distance of 207.22' to the Point of Beginning. From said Point of Beginning run thence N 87°27'58" E a distance of 451.07' to a 4x4 concrete monument; thence S 01°03'23" E a distance of 312.46' to an offset rebar found cap #7042 1.35' South of the corner; thence S 85°55'52" W a distance of 242.15' to a 2x2 concrete monument "Britt"; thence N 01°04'27" W a distance of 212.37' to a 4x4 concrete monument "Britt"; thence S 79°42'50" W a distance of 211.70' to a 4x4 concrete monument "Britt"; thence N 01°05'32" W a distance of 135.13' to a 1/2" rebar with cap "Britt" and being the Point of Beginning. Said tract having an area of 2.33 acres.

ALL TOGETHER WITH AND SUBJECT TO a 20' Ingress/Egress Easement and described as follows:

For a Point of Commencement, start at the Northeast corner of the Northwest Quarter of Northwest Quarter of said Section 6; run thence S 01°00'19" E a distance of 988.49' to a point; thence N 87°28'03" E a distance of 24.97' to a point; thence S 01°11'41" E a distance of 309.38' to the Point of Beginning. From said Point of Beginning run thence N 85°55'52" E a distance of 381.08' to a point; thence N 01°04'27" W a distance of 191.25' to a point; thence N 79°42'50" E a distance of 20.26' to a point; thence S 01°04'27" E a distance of 213.47' to a point; thence S 85°55'52" W a distance of 401.06' to a point; thence N 01°11'41" W a distance of 20.03' to the Point of Beginning.

Containing 2.33 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 Florida Commerce 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 Florida Commerce, 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 6th day of May, 2024.

PUBLICLY NOTICED, in a newspaper of general circulation in the City of Lake City, Florida, by the City Clerk of the City of Lake City, Florida on the ____ day of _____, 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.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COMMISSION
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance 2024-2283- 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.

File Attachments for Item:

24. City Council Ordinance No. 2024-2282 - (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 ten or less contiguous acres of land, pursuant to an application, Z 24-01, by the property owner of said acreage; providing for rezoning from Residential, Single Family-2 (RSF-2) to Residential, Multiple Family-2 (RMF-2) 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. (Sugarmill Apartments Phase 2)

ORDINANCE NO. 2024-2282

CITY OF LAKE CITY, FLORIDA

1 AN ORDINANCE OF THE CITY OF LAKE CITY, FLORIDA, AMENDING THE
2 OFFICIAL ZONING ATLAS OF THE CITY OF LAKE CITY LAND
3 DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO THE
4 REZONING OF TEN OR LESS CONTIGUOUS ACRES OF LAND, PURSUANT
5 TO AN APPLICATION, Z 24-01, BY THE PROPERTY OWNER OF SAID
6 ACREAGE; PROVIDING FOR REZONING FROM RESIDENTIAL, SINGLE
7 FAMILY-2 (RSF-2) TO RESIDENTIAL, MULTIPLE FAMILY-2 (RMF-2) OF
8 CERTAIN LANDS WITHIN THE CORPORATE LIMITS OF THE CITY OF LAKE
9 CITY, FLORIDA; PROVIDING SEVERABILITY; REPEALING ALL
10 ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE

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

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

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

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

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

29 **WHEREAS**, pursuant to Section 166.041, Florida Statutes, as amended, the City Council held the required
30 public hearings, with public notice having been provided, on said application for an amendment, as
31 described below, and at said public hearing, the City Council reviewed and considered all comments
32 received during said public hearing, including the recommendation of the Planning and Zoning Board,
33 serving also as the Local Planning Agency, and the Concurrency Management Assessment concerning said
34 application for an amendment, as described below; and

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

38 **BE IT ENACTED** BY THE PEOPLE OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

39 Section 1. Pursuant to an application, Z 24-01, submitted by Carol Chadwick, as agent for MHP JR, LLC, to
40 amend the Official Zoning Atlas of the Land Development Regulations by changing the zoning district of
41 certain lands, the zoning district is hereby changed from RESIDENTIAL, SINGLE FAMILY-2 (RSF-2) to

RESIDENTIAL, MULTIPLE FAMILY-2 (RMF-2) on property described, as follows:

From RESIDENTIAL, SINGLE FAMILY-2 (RSF-2) to MULTIPLE FAMILY-2 (RMF-2):

A parcel of land lying in Section 06, Township 4 South, Range 17 East, Columbia County, Florida. Being more particularly describes as follows: All that tract or parcel of land situate, lying and being in Section 6, Township 4 South, Range 17 East, Columbia County, Florida and being more particularly described as follows:

For a Point of Commencement, start at the Northeast corner of the Northwest Quarter of Northwest Quarter of said Section 6; run thence S 01°00'19" E a distance of 988.49' to a point; thence N 87°27'58" E a distance of 207.22' to the Point of Beginning. From said Point of Beginning run thence N 87°27'58" E a distance of 451.07' to a 4x4 concrete monument; thence S 01°03'23" E a distance of 312.46' to an offset rebar found cap #7042 1.35' South of the corner; thence S 85°55'52" W a distance of 242.15' to a 2x2 concrete monument "Britt"; thence N 01°04'27" W a distance of 212.37' to a 4x4 concrete monument "Britt"; thence S 79°42'50" W a distance of 211.70' to a 4x4 concrete monument "Britt"; thence N 01°05'32" W a distance of 135.13' to a 1/2" rebar with cap "Britt" and being the Point of Beginning. Said tract having an area of 2.33 acres.

ALL TOGETHER WITH AND SUBJECT TO a 20' Ingress/Egress Easement and described as follows:

For a Point of Commencement, start at the Northeast corner of the Northwest Quarter of Northwest Quarter of said Section 6; run thence S 01°00'19" E a distance of 988.49' to a point; thence N 87°28'03" E a distance of 24.97' to a point; thence S 01°11'41" E a distance of 309.38' to the Point of Beginning. From said Point of Beginning run thence N 85°55'52" E a distance of 381.08' to a point; thence N 01°04'27" W a distance of 191.25' to a point; thence N 79°42'50" E a distance of 20.26' to a point; thence S 01°04'27" E a distance of 213.47' to a point; thence S 85°55'52" W a distance of 401.06' to a point; thence N 01°11'41" W a distance of 20.03' to the Point of Beginning.

Containing 2.33 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. Notwithstanding, the effective date of this amendment, Z 24-01, to the Official Zoning Atlas shall be the same date as the effective date of Future Land Use Plan Map Amendment, CPA 24-01. If Future Land Use Plan Map Amendment, CPA 24-01, does not become effective, this amendment, Z 24-01, to the Official Zoning Atlas shall not become effective. No development orders, development permits or land uses dependent on this amendment, Z 24-01, 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 6th day of May, 2024.

84 PUBLICLY NOTICED, in a newspaper of general circulation in the City of Lake City, Florida, by the City Clerk
85 of the City of Lake City, Florida on the ____ day of _____, 2024.
86 PASSED AND DULY ADOPTED, upon second and final reading, in regular session with a quorum present
87 and voting, by the City Council this ____ day of _____, 2024.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COMMISSION
OF THE CITY OF LAKE CITY, FLORIDA:

Audrey E. Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

Business Impact Estimate

Proposed ordinance's title/reference:

Ordinance 2024-2282- 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.

File Attachments for Item:

28. City Council Resolution No. 2024-023 - A resolution of the City of Lake City, Florida, endorsing, implementing, and adopting a training program for potential fire fighter trainees; making certain findings of fact in support of the City approving said training program and agreement; designating the Fire Chief as the signatory to said agreement when implementing the program; repealing all prior resolutions in conflict; and providing an effective date.

MEETING DATE
05/06/2024

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Sponsorship program

DEPT / OFFICE: Fire Department

Originator: Joshua Wehinger, Fire Chief		
City Manager Demetrius Johnson	Department Director Joshua Wehinger	Date 1/16/2024
<p>Recommended Action: Lake City Fire Department would like to establish a onetime sponsorship program such as the City Police Department.</p>		
<p>Summary Explanation & Background: As you all know the City of Lake City has entered into an agreement to consolidate dispatch. This being said, we had an employee in the dispatch center that was interested in becoming a firefighter. After many conversations, it was decided to look into a sponsorship program. The attached is the draft agreement provided by our legal team to fit the Fire Department.</p> <p>This sponsorship will be at no cost to the City or the Fire Department. Again, as you all know, the Fire Department was awarded the Assistance to Firefighters Grant which we used to purchase new air packs. A portion of the out dated air packs were donated to Florida Gateway College Fire Program in exchange for the full tuition of said employee. This employee will enter into the attached agreement until the contract is fulfilled.</p>		
Alternatives:		
Source of Funds: Surplus equipment exchange		
Financial Impact: None		
<p>Exhibits Attached: Sponsorship contract</p>		

RESOLUTION NO 2024 - 023

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA ENDORSING, IMPLEMENTING AND ADOPTING A TRAINING PROGRAM FOR POTENTIAL FIRE FIGHTER TRAINEES; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY APPROVING SAID TRAINING PROGRAM AND AGREEMENT; DESIGNATING THE FIRE CHIEF AS THE SIGNATORY TO SAID AGREEMENT WHEN IMPLEMENTING THE PROGRAM; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Lake City ("City") fire department has a recurring need to train new fire fighters; and

WHEREAS, to properly train a new, potential fire fighter ("Trainee") to be a commissioned fire fighter, the City must incur substantial expense; and

WHEREAS, the City desires to adopt the form of an agreement implementing a program providing for the City to recapture such expenses after completion of a Trainee's training period by Trainees rendering services to the City's fire department (the "Program"); and

WHEREAS, an essential element of the Program would require that if a Trainee leaves the City's employment within five (5) years following the completion of the instruction and training contemplated in the Program the Trainee will reimburse the City for its expenses incurred in providing such training; and

WHEREAS, as an essential element of the Program the City will provide to Applicant credit for service rendered by a Trainee during the training period as an offset against a Trainee's obligations to reimburse the City for the City's expenses incurred in providing such training; and

WHEREAS, the City desires to endorse and adopt the Program and in furtherance thereof adopts the form of the Agreement attached hereto as the approved form-agreement to be used when implementing the Program for a Trainee of the fire department; and

WHEREAS, subject to the oversight of the City Manager, the City authorizes the fire chief to execute the Agreement on behalf of the City when implementing the Program with a Trainee of the fire department (the "Agreement"); now therefore

BE IT RESOLVED by the City Council of the City of Lake City, Florida:

1. Endorsing and implementing the Program and adopting the Agreement as the form of agreement to implement the Program is in the public or community interest and for public welfare; and
2. In furtherance thereof, the Program and Agreement in the form of the Exhibit attached hereto

should be and is approved by the City Council of the City of Lake City; and

3. Subject to the oversight and approval of the City Manager, the fire chief is authorized to execute on behalf of and bind the City to the terms of the Agreement between the City and a Trainee; and
4. All prior resolutions of the City Council of the City of Lake City in conflict with this resolution are hereby repealed to the extent of such conflict; and
5. This resolution shall become effective and enforceable upon final passage by the City Council of the City of Lake City.

APPROVED AND ADOPTED, by an affirmative vote of a majority of a quorum present of the City Council of the City of Lake City, Florida, at a regular meeting, this ____ day of May, 2024.

BY THE MAYOR OF THE CITY OF LAKE CITY, FLORIDA

Stephen M. Witt, Mayor

ATTEST, BY THE CLERK OF THE CITY COUNCIL OF
THE CITY OF LAKE CITY, FLORIDA:

Audrey Sikes, City Clerk

APPROVED AS TO FORM AND LEGALITY:

Clay Martin, City Attorney

CITY OF LAKE CITY, FLORIDA FIRE FIGHTER SPONSORSHIP AGREEMENT

THIS AGREEMENT is entered into by and between _____ (hereinafter the "Applicant"), and the City of Lake City Fire Department (hereinafter the "City" or "Lake City Fire Department") for the purposes set forth herein.

WHEREAS, the Applicant has applied for employment with the City; and

WHEREAS, to properly train the Applicant to be a commissioned fire fighter, the City must incur substantial expense; and

WHEREAS, the City and the Applicant mutually desire that after completion of the Applicant's training period the Applicant shall render services to the City's fire department so the City may recapture the City's expenses to train the Applicant; and

WHEREAS, the City and the Applicant mutually desire that in the event the Applicant leaves the City's employment within five (5) years following the completion of the instruction and training contemplated in this Agreement the Applicant will reimburse the City for its expenses incurred in providing such training; and

WHEREAS, to induce the trained officer to continue as an employee of the City upon completion of the field-training period contemplated herein, the City will provide to Applicant credit for service rendered by Applicant during the training period as an offset against Applicant's obligations to reimburse the City for the City's expenses incurred in providing such training.

NOW THEREFORE, for good and adequate consideration, the parties hereto agree as follows:

1. **Incorporation of Recitals:** The representations and provisions of the parties in the foregoing recitals are incorporated herein as material terms of this Agreement as if fully recited herein.
2. **Training Obligation:** The City shall provide fire fighter field training under the supervision of experienced Lake City Fire Fighters, which training shall continue for a period of approximately one (1) year
3. **Reimbursement Obligation Upon Completion of Training:** Within the sixty (60) month period following Applicant's completion of full-time service training as a firefighter, if Applicant's employment with the City ceases for any reason other than "termination" as defined below, Applicant will reimburse the City for all expenses incurred by the City in connection with hiring and training the Applicant.
4. **Reimbursement Obligation Upon Failure of Training:** If the Applicant fails to successfully complete the training program and/or successfully pass the Florida State Firefighter Minimum Standards within the period allowed by the National Registry and Emergency Medical Technician certifications, the Applicant shall reimburse the City for all expenses incurred in connection with such training.
5. **Waiver of Reimbursement:** The City, in its sole discretion, can waive Applicant's obligation to reimburse the City as set forth herein, provided any such waiver of reimbursement by the City shall be valid only if in writing and signed by the City Manager of the City of Lake City.
6. **Term of the Agreement:** The term of this Agreement is five (5) years and begins upon the Applicant's Start Date for the position of firefighter.
7. **Definition of "Termination":** "Termination" as used in this agreement, shall mean any discontinuance of the Applicant's employment initiated by the City or mutually initiated by the City and the Applicant.
8. **Calculation of Reimbursement Obligation:** The reimbursement obligation shall consist of the sum of all amounts expended by the City in connection with hiring and training the Applicant including, but not limited to, the following:

- | | |
|----------------------------------|----------|
| a. Medical Testing | \$ _____ |
| b. Cost of training/Tuition | \$ _____ |
| c. Cost of uniform and equipment | \$ _____ |

Applicant shall execute a promissory note in favor of the City for the total cost reflected in this Section 8 on or prior to the date of hire. The execution of a promissory note as provided herein shall evidence the reimbursement obligation as provided for in this Agreement.

9. **Credit for Continuous Employment:** Credit for service rendered will be provided as an offset against Applicant's reimbursement obligation at the rate of one sixtieth (1/60) of the total reimbursement obligation for each four (4) week period of continuous, full-time employment occurring subsequent to the completion of the field training period. Accordingly, for every four (4) week period of full-time employment, credit equal to one sixtieth (1/60) of the total reimbursement obligation will be provided as an offset toward the Applicant's reimbursement obligation. Any absence from work due to illness, non-duty related injury or other cause for a period greater than two (2) weeks shall be excluded from the period of service for which credit will be given.
10. **Reimbursement at separation:** Upon separation of employment with the City before the end of the sixty (60) month period set forth in Section 3 of this Agreement, the monetary obligation of the Applicant as set forth in Section 8 shall be deducted from the last paycheck issued to the Applicant by the City. The deduction shall be calculated as defined in Section 9 for credit of continuous employment. Upon completion of this deduction, any remaining monetary obligation of the Application pursuant to this Agreement is the responsibility of the Applicant and is due and payable within ninety (90) days following separation from employment with the City.

Witnesses as to all:

CITY OF LAKE CITY, FLORIDA

Witness Signature

By _____, its _____

Witness Printed Name

APPLICANT

Address

Witness Signature

Applicant Signature

Witness Printed Name

Applicant Printed Name

Address

State of Florida

County of Columbia

The foregoing instrument was sworn to and subscribed before me by means of ☐ physical presence or ☐ online notarization, this ____ day of _____, 20____ by _____ who ☐ is personally known or ☐ has produced a driver's license as identification.

[Seal]

Notary Public

Print Name: _____

My Commission Expires: _____

File Attachments for Item:

30. Discussion and Possible Action: Approval to use a maximum of \$2.2 million of the remaining ARPA funds to replace the 18-year-old Ladder 1 truck. Currently the build time after purchase of a new replacement ladder truck is two (2) years. (Chief Josh Wehinger)

Reminder: Will need a motion to remove from the table, discussion and possible action, replacement of Ladder 1 truck with a maximum of \$1.8 million of ARPA funds. (Item tabled at 4/1/2024 meeting. Item removed from 4/15/2024 agenda due to not having a full council in attendance.)

MEETING DATE
5/6/2024

CITY OF LAKE CITY

Report to Council

COUNCIL AGENDA	
SECTION	
ITEM NO.	

SUBJECT: Request funds to replace aging Ladder truck

DEPT / OFFICE: Fire Department

Originator: Joshua Wehinger, Fire Chief		
City Manager Demetrius Johnson	Department Director Joshua Wehinger	Date 4/23/2024
Recommended Action: Utilize a portion of the remaining ARPA funds to purchase/replace Ladder 1		
Summary Explanation & Background: <p>I am requesting permission to utilize a portion of the remaining ARPA funds to replace our 18 year old ladder truck. This truck was purchased in 2006 and is a 75 foot reach ladder. Due to the age and use, we currently are spending a lot of money each year in maintenance costs in order to keep it in service. This truck with it's limited reach is holding back some of the growth within our City. Currently we can only build a structure that is 6 stories as this is the highest our ladder will reach. The foot print of the Lake City HCA hospital currently does not allow us to reach all areas of the extended floors. This restricts us if there was ever a need for a rescue or to fight a large fire.</p> <p>Currently the build time after purchase of a new replacement ladder truck is 36 months. We recently found out that there is a very rare option to purchase a demo unit that is currently in production. We will be limited on options but this will save on time and added increases to the price of the truck. Attached you will see the lead time on delivery of this demo unit is January 2025 and the cost savings due to it not having the new emissions. The original estimate I requested was based off of a December 22, 2022 bid. The cost has increased since this bid. It is my opinion that we utilize funds that we currently have in the ARPA fund in order to purchase this new truck as soon as possible. I am requesting a maximum amount of 2.2 million to replace Ladder 1 immediately.</p>		
Alternatives: continue to fund repairs and limit the growth of our community		
Source of Funds: ARPA		
Financial Impact: None		
Exhibits Attached: Original bid and current bid of demo unit.		



SUTPHEN PROPOSAL

TO THE:

DATE: April 10, 2024

Lake City Fire Department
Attn: Fire Chief Joshua Wehinger
225 NW Main Blvd. # 101
Lake City, Florida 32055

We hereby propose and agree to furnish the following firefighting equipment upon your acceptance of this Proposal and the Terms and Conditions there in:

One (1) Sutphen Extreme Duty SPH100' Tower/Ladder DEMO 562 HS-8041 Complete and Delivered for the Total Sum of \$2,140,580.73

NOTE: If the invoice for this unit is paid within 72 hours of it arriving at South Florida Emergency Vehicles, you may deduct \$15,000.00 for a payment of ... \$2,125,580.73

****Pricing is based on Sourcewell Cooperative Purchasing Contract #113021-SUT.**

The apparatus and equipment being purchased hereunder shall be completed within approximately 8-11 months after Sutphen's receipt and approval of Purchaser's acceptance of this Proposal.

This Proposal shall be valid for thirty (30) days. If a Purchase Agreement or Purchase Order is not received by Sutphen within 30 days of the date of this Proposal, Sutphen reserves the right to extend, withdraw, or modify this Proposal, including pricing, delivery times, and prepayment discounts, as applicable.

Respectfully submitted,

Mark W. Oakes
South Florida Emergency Vehicles
Authorized Representative for Sutphen Corporation
321-460-0555



TERMS & CONDITIONS

Changes to National Fire Protection Association ("NFPA") 1900, Environmental Protection Agency ("EPA") or changes legislated by Federal, State or Local Governments or changes in parts availability or vendor relationships that impact the cost to manufacture the truck may incur additional charges which shall be borne by the Purchaser. These may include but are not limited to changes that affect the major vendors of the fire apparatus industry such as pump manufacturers, seat manufacturers, electrical power supplies (generators) and powertrain (engine & transmission). Any such changes shall be documented on a change order executed by both Sutphen and Purchaser.

Sutphen shall provide written notice to the Purchaser as soon as it reasonably believes any cost increase provision may be invoked. Sutphen shall provide, upon written request, documentation of such changes and increases.

Sutphen will use its reasonable best efforts to deliver the apparatus within the timeframe quoted herein, provided that such delivery date shall be automatically extended for delays beyond Sutphen's control, including, without limitation, strikes, labor disputes, riots, civil unrest, pandemics, war or other military actions, sabotage, government regulations or controls, fire or other casualty, or inability to obtain materials or services. If such delay occurs, Sutphen shall give notice of delay to Purchaser. Purchaser shall not be entitled to any discount or reduction in price for such delay and Sutphen shall not be liable for any damages (compensatory, incidental, consequential or otherwise) related to such delay.

Final payment shall be made within 72 hours of the unit arriving at the dealership to receive the stated discount. FULL payment must be made at the time of delivery of the completed truck. Any loose equipment, shelving, and graphics will be completed by the dealership. Should payment be delayed, Sutphen reserves the right to charge interest at the rate of one and one-half percent (1.5%) per month, beginning on the day after payment is due.

Transfer of the Manufacturer's Certificate of Origin (MCO) shall take place upon payment in full in accordance with these terms. Sutphen reserves the right to withhold delivery of the MCO until payment in full is received. The apparatus shall be tested per NFPA #1900 at Sutphen's manufacturing facility. Purchaser agrees that the apparatus and equipment being purchased hereunder shall not be driven or used in any manner until it is paid for in full. In the event there are any shortages or omissions with the apparatus at time of completion, Purchaser may withhold a sum equivalent to the price of any such shortages as determined by Sutphen.

In the case of any default in payment hereunder or in the payment on any notes, negotiable paper, obligations or other instruments issued by Purchaser, Sutphen may take full possession of the apparatus and equipment or of the piece or pieces upon which default has been made, and any payments that have been made theretofore shall be applied as rent in full for the use of the apparatus and equipment up to the date of taking possession by Sutphen.

Sutphen warrants to Purchaser that all goods and services furnished hereunder will conform in all respects to the terms of this order, including any applicable change orders, drawings, specifications, or standards incorporated herein, and/or defects in materials, workmanship, and free from such defects in design. In addition, Sutphen warrants that the goods and services are suitable for and will perform in accordance with the purposes for which they were intended, for a period of one year from the Warranty Registration Date, unless an extended warranty is purchased.

The purchase price provided for herein does not include any federal, state or local sales tax, duties, imposts, revenues, excise or other taxes which may hereafter be imposed by governmental authority or otherwise and which are made applicable to the apparatus or equipment covered by this Proposal. In the event that any such taxes are subsequently imposed and become applicable, the purchase price herein shall be increased by the amount of such taxes and such sum shall be immediately paid by Purchaser to Sutphen. To the extent applicable, the prices and deliveries set forth herein are subject to the Defense Production Act.

Sutphen shall provide insurance insuring the apparatus and equipment against loss by fire, theft, or collision and insuring against property damage and personal injury through the completion of the apparatus and transfer of the Manufacturer's Certificate of Origin.

After the execution of this Agreement, Purchaser shall have no right to terminate the Agreement. Sutphen may, in its absolute and sole discretion, accept Purchaser's request to terminate the Agreement. In the event Sutphen accepts Purchaser's request to terminate the Agreement, Sutphen may charge a cancellation fee. The following charge schedule based on costs incurred may be applied, at Sutphen's sole discretion: (a) 10% after order is accepted by Sutphen; (b) 30% of the Purchase Price after production has commenced. The cancellation fee may increase accordingly as costs are incurred as the order progresses through engineering and into manufacturing.

These Terms and Conditions ("T&C") contained in the Proposal provided herein take precedence over all previous negotiations, oral or written, and no representations or warranties are applicable except as specifically contained in these or in any subsequently signed agreement between the Parties. No waiver of any of the provisions of these T&C shall be deemed a waiver of any other provision, whether similar, nor shall any waiver constitute a continuing waiver. If a Purchase Order is issued, this Proposal, including the Terms and Conditions contained herein, shall supersede the terms in the Purchase Order where terms may be inconsistent.

This Proposal shall be governed and controlled as to interpretation, enforcement, validity, construction, effect and in all other respects by the laws, statutes, and decisions of the State of Ohio. Exclusive jurisdiction and venue for any litigation at all related to this in the Franklin County Court of Common Pleas, Columbus, Ohio, and the parties hereto consent and submit to the general jurisdiction of this court. All of these T&C shall be binding upon and inure to the benefit of and be enforceable by Sutphen, Purchaser, their successors and assigns.



PROPOSAL

TO THE:

Lake City Fire Department
Josh Wehinger, Fire Chief
225 NW Main Blvd
Lake City, Florida 32055

DATE: December 22, 2022

We hereby propose and agree to furnish the following firefighting equipment upon your acceptance of this proposal:

**One (1) Sutphen Heavy Duty 100' Mid-Mount Aerial Ladder (SPH100) Complete
and Delivered for the Total Sum of\$1,692,440.82**

**If you elect to make a 100% prepayment within 30 days of receipt of contractor
purchase order, you may deduct \$72,986.51 for a final contract amount of
*****\$ 1,619.454.92**

**** Pricing is based on Sourcewell Cooperative Purchasing Contract #0113021-SUT**

The unit shall be manufactured completely in accordance to the following proposal and delivered in approximately **24-26** months from the date of the contract signing or purchase order, subject to delays from all causes beyond our control.

This proposal shall be valid for thirty (30) days. If the contract or purchase order is not received within this proposed duration, we reserve the right to extend, withdraw, or modify our proposal, including pricing, delivery times, and prepayment discounts as applicable.

Respectfully submitted,

Mark W. Oakes
South Florida Emergency Vehicles
321-460-0555

SUTPHEN CORPORATION

6450 Eiterman Road | Dublin, OH 43016 | 1-800-848-5860

SUTPHEN CORPORATION

6450 Eiterman Road | Dublin, OH 43016 | 1-800-848-5860

File Attachments for Item:

31. Discussion and Possible Action: Appointment of Tanya Johnson to the Planning and Zoning Board, the Board of Adjustments, and the Historical Preservation Agency (Growth Management Director David Young)

Note: Currently the Board has three (3) vacancies.

**CITY OF LAKE CITY, FLORIDA
CITY BOARD/COMMITTEE APPLICATION**

Dear Applicant:

Thank you for your interest in serving the City of Lake City as a member of a "Citizen" board or committee. We appreciate your willingness to help our elected and appointed officials shape the future of Lake City.

Please note, the City of Lake City is subject to FS 119, therefore this application is subject to disclosure absent any applicable exemptions.

Tanda Johnson B
First Name Last Name Middle Initial
207 NW Turkey Run CT
Home Address
Lake City FL 32055
City State Zip
386-628-7689 tbjohnson2013@gmail.com
Phone Number Cell# Email

The following list compiles the active Boards and Committees of the City. Membership is limited to only one board. Please indicate your preference by marking which Board(s) or Committee(s) you would like to serve:

Beautification Advisory Committee _____
Community Redevelopment Advisory Committee _____
Utility Advisory Committee _____

Planning and Zoning Board X _____
Board of Trustees – Municipal Firefighters Pension Trust Fund _____
Board of Trustees – General City Employees Retirement Plan _____
Board of Trustees – Lake City Municipal Police Officers Retirement Trust Fund _____

Charter Review _____

Other: _____

Please indicate any certifications, skills, or experience that you feel will benefit the City through your service on a Board or Committee.

TANYA JOHNSON
207 NW Turkey Run CT
Lake City, FL 32055
PH: 386-628-7689
JohnsonT@columbiak12.com

OBJECTIVE

To become a member of the Lake City, FL, Planning and Zoning Board charged with recommending to the city council the boundaries of the various original zoning districts and appropriate regulations to be enforced therein, any proposed amendments thereto and other associated duties.

EDUCATION

May 2011- June 2014 Capella University

M.E.d @ Early Childhood Education

Aug 2011- May 2012 Florida Teach First Coast

Florida State College of Jacksonville

Major: E.P.I. Program

Aug 1999-Dec 2003 Edward Waters College

Business Administration

April 1998-June 2001 Florida State College of Jacksonville

Associate in Arts

Aug 1988-May 1991 Dr. Phillips High School

High School Diploma

CERTIFICATIONS

- Florida Teacher Certification Early Childhood Education (Pre-K-Third Grade)
- ESOL Endorsement
- Reading Endorsement
- Professional Child Development Specialist
- Director Credential Level II
- VPK Director Endorsement
- Guidance Counselor Certification

WORK EXPERIENCE

August 2020-Present

Columbia County Schools

Guidance Counselor/ TESTING Coordinator/ MTSS Coordinator

- Implements the comprehensive school counseling program
- Acts as an advocate for all students
- Works in collaboration with other stakeholders in narrowing the achievement gap

- Provides professional leadership to establish a culture conducive to learning
- Counsels individual and/or small groups of students with academic, career and personal/social concerns
- Assists students in developing a plan for achieving educational, career and personal/social goals
- Consults with a variety of school based teams to facilitate appropriate placement decisions to enhance student achievement, which includes but is not limited to exceptional student staffing's, 504 determination meetings, and Child Study team meetings
- Confers with classroom teachers, administration, support staff, community agencies and parents regarding students and their needs
- Provides support to teachers in the delivery of counseling program related curriculum
- Coordinates with school and community agencies to broaden students' resources
- Seeks resources necessary to achieve school goals
- Guides individuals/groups of students through the development of educational plans, career awareness and personal/social growth issues
- Identifies and disaggregates critical data, such as grades, test scores, attendance, promotion rates, graduation and postsecondary enrollment rate
- Uses data to develop strategies to positively impact students
- Maintains, updates and reconciles conflicts in confidential testing data on the Student Information System.
- Follows the guidelines of the national, state, and district standards for professional school counselors
- Adheres to ethical and legal professional standards
- Applies an advanced understanding of state laws, rules, policies, and procedures in the specialized area of state and county assessments to organize, manage and execute assessments.
- The Testing Coordinator performs a variety of professional, supervisory, technical, and administrative tasks to direct the administration of local, state, and national standardized testing of students in the school system
- Trains test administrators in the procedures for conducting the administration of each of the state assessments and the laws that affect those assessments.
- Supervise test administration, test security procedures, and make-up administration procedures for each assessment. Operates as liaison to the Department of Education and the testing controls
- Performs detailed study and analysis of confidential student assessment data, statistics, and written and verbal technical information. Organizes information,

performs calculations, and prepares statistical data in the form of specialized reports, records, charts, and graphs

August 2013-Aug 2020

Columbia County Schools

Team Lead/Second & Third Grade Teacher

- Analyze data to drive instructional planning and implement learning strategies (gradual release strategy) based on individual needs of the student.
- Establish clear objectives for all lessons, units, and projects and communicate those objectives to students.
- Administer standardized ability and achievement tests and interpret results to determine student strengths and areas of need.
- Collaborate with other teachers and administrators in developing, evaluating, and revising elementary school programs.
- Attend professional meetings, educational conferences, and teacher training workshops to maintain and improve professional competence.
- Confer with parents or guardians, teachers, counselors, and administrators to resolve students' behavioral and academic problems.
- Facilitate small group activities and individual learning experiences
- Based on data, differentiate instructional learning environments to prepare and implement remedial programs for students requiring extra help.

August 22, 2011-August 27,2013

CDI Head Start

Lead Teacher/VPK

- Facilitate IEP meetings with a committee of professionals and parents.
- Manage a structured classroom in a stimulating environment, incorporating responsibility in each teaching area.
- Assessed, modified behavior, and coordinated academic and social activities in the learning environment
- Created an exciting, warm, and fun-filled atmosphere that allowed students to learn while playing to enhance social skills and academic progress
- Differentiated both fine and motor skill development in all academic areas: including math, reading and writing readiness based on Florida State Standards.
- Acclimated daily routines to ensure coherence with the school environment and daily living.

- Actively supported teaching professionals on effective work strategies with students.
- Employed diverse techniques to promote active learning, including individualized instruction, problem-solving assignments, and small-group work.
- Actively involved in students' behavioral, social, and academic development, aiding in students in developing emotionally, feeling comfortable in social situations, and awareness of socially acceptable behaviors.
- Attend staff meetings and educator trainings for continuous professional improvement.
- Modify assessments and assess student achievements using standardized and teacher-made tests.
- Employed positive interaction with students to develop rapport, trust, and mutual respect to ensure a productive learning atmosphere.

January 14, 2011- May 2011

Don Brewer Learning Center Jacksonville, FL

Student Teacher/ Field Experience

- Manage the classroom during instruction using various management mechanisms.
- Instruct students on basic skills, including mathematics, social studies, science, language arts, and reading.
- Assist students with classwork.
- Create and implement lesson plans based on Florida State standards.
- Grade papers and record data related to student academic gains.
- Record and assess student behavior and achievements.
- Work with exceptional students to increase their understanding of lessons and provide individualized attention to special needs students.
- Take students to lunch and learning resources.
- Attend staff meetings and educator training for continuous professional improvement.
- Create assessments and assess student achievements using standardized and teacher-made assessments.
- Assist students with virtual learning in the computer lab.

January 2007- August 2011

Chappell Schools Jacksonville, FL

Director/ Lead Teacher

- Created instructional activities that contribute to a climate where students are actively engaged in meaningful learning experiences
- Upheld classroom management in which students were provided with solid and consistent direction.
- Implemented the ELLM & Foundations of Success.
- Maintained information about the Department of Children and Families.
- Responsible for parent conferences, parent education, and involvement.
- Supported teachers with academic and recreational activities in classrooms.
- Actively involved in the safety of the child and the development of the total child socially, cognitively, emotionally, physically, and creatively.
- Identify and implement goals tailored to the student's individual needs and abilities.
- Analyzing different teaching strategies using a research-based study by helping teachers create and implement lesson plans based on state-mandated curriculum