
CITY COUNCIL WORKSHOP

CITY OF LAKE CITY

October 05, 2026 at 5:00 PM

Venue: City Hall

AGENDA

REVISED

Revised: 10/2/2026: Supporting documentation added to Item #1

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.

Call to Order

Pledge

Invocation

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.

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

Item for Discussion

- [1.](#) Recreation Advisory Committee Discussion (Mayor Noah Walker)

Public Participation - Public Comments

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.

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. Recreation Advisory Committee Discussion (Mayor Noah Walker)

POSSIBLE ROLE AND DUTIES FOR PROPOSED RECREATION ADVISORY BOARD

The following duties of a recreation advisory board were gleaned from other jurisdictions having similar advisory boards and are submitted as food for thought and general discussion in the formation of a recreation advisory board for the City of Lake City.

LANDS AND FACILITIES

- Make recommendations as to size and locations of recreation facilities in the City
- Make recommendations as to the facilities to be provided at recreation facilities in the City
- Make recommendations on other matters involving recreational services and facilities as may be requested from time to time by the City Council
- To review the utilization of current parks and recreation areas and make recommendations for increased utilization and maintenance of said areas to the city council.
- To maintain open communication with the county and other partners in the use of the parks and recreation areas and keep the council advised as to utilization of said areas, proposed and needed improvements, and make such recommendations to the council.
- Provide recommendations on the development of long-term capital improvements and cooperate with other governmental agencies and civic groups in the advancement of parks and recreation planning.
- Recommend to the city council and the city manager from time to time actions which it believes the city council should take with reference to the acquisition, development and maintenance of parks, playgrounds and recreational facilities in the city.
- The recreation advisory board may review, comment and recommend to the city council on issues relative to recreation, parks and land acquisition or disposal.

PROGRAMS

- Make recommendations as to the establishment of parks and recreations systems and programs for the citizens of the City
- Act in an advisory capacity to the Department Director and the City Council in matters pertaining to parks and recreation, programs, Town-sponsored events, and any parks and recreation related matters which are presented to the Board.
- Review the parks, recreation facilities, and other related programs with the Department Director annually.
- The Board shall make recommendations concerning the operation of all public parks, playgrounds, undeveloped park lands, public beaches and other recreational facilities within the city.
- To assist in formalizing and in overseeing the implementation of policies regarding programs, both athletic and general recreation, through coordination with the park and recreation director.
- The parks and recreation advisory board shall recommend to the city council programs, facility requirements, parks utilization, beautification proposals and similar recommendations to provide the city with continually updated parks, recreation and leisure programs.
- To determine and respond to the community's needs and desires by monitoring the activities of the recreation department and advising the director in planning the operations of the department and facilities.
- The advisory committee is empowered to provide advisory guidance on the establishment of future parks, provision of new activities and the review of existing programs and activities.
- To seek the development of a broad variety of programs, facilities, and services to meet the total needs and demands utilizing the total resources of the community.

ADMINISTRATION

- Provide recommendations on policies, and procedures as presented by the Department Director.

- Advise the City Council on concerns and priorities of development for City recreation areas, facilities, City-sponsored events, and improved recreation services.
- Recommend rules and regulations for the operation of city parks, playgrounds and public recreational facilities.
- Evaluate and make recommendations regarding potential beautification, and historic preservation of public parks, recreational facilities, and other city owned properties. This includes the ability to establish volunteer programs for the promotion and beautification of historical city sites.
- Evaluate and make recommendations regarding accessibility issues at public parks, recreational facilities, and other city-owned properties.
- The recreation advisory board shall assist in the development of plans to meet the present and future parks and recreational needs of the city.
- To review and advise the city council on matters of park development, park location, personnel selection and purchasing.
- To assist the city council in negotiations of contracts and/or proposals and to assist in the gathering of information leading to the formation of said documents.
- To advise and make recommendations to the Recreation Director and/or city officials on recreation matters.
- To evaluate the department's programs, facilities, services, and relationships periodically to assure that its goals and objectives are being achieved.
- To provide encouragement, support, and work in partnership with the Recreation Director to provide a team approach to solving departmental problems.

FINANCE AND BUDGET

- To seek funding resources through grants, etc., to enhance the utilization of existing facilities and to provide such other additional facilities that the board may deem appropriate.
- The parks and recreation advisory board may, after conferring with the city manager, make recommendation to the city council on budget and staffing needs.

- To assist the county recreation and parks director in the formulation of the county recreation and parks department budget. Consideration of staffing and capital purchases can be recommended during the formation of the budget.
- To advise on financial planning and assist in securing adequate budget support.

PUBLIC RELATIONS & OUTREACH

- To promote recreation to the citizens of the city of all ages and interests.
- To inform and educate the public about the importance of and the need for recreation programs, facilities, and services.
- To strive to involve the citizens in the planning and development of the recreation system and identify local needs.
- To establish and maintain an effective public relations program utilizing all appropriate communications media.
- To provide a close liaison and coordination with other agencies, such as municipalities, school board, YMCA, Little League, etc., to ensure total cooperative community effort to provide the most effective and economical recreation services possible.

RESOLUTION NO 2026 - xxx

CITY OF LAKE CITY, FLORIDA

A RESOLUTION OF THE CITY OF LAKE CITY, FLORIDA CREATING A RECREATION FUNDING ADVISORY COMMITTEE; MAKING CERTAIN FINDINGS OF FACT IN SUPPORT OF THE CITY CREATING SAID ADVISORY COMMITTEE; PROVIDING FOR A PURPOSE AND DIRECTION FOR SAID COMMITTEE; DIRECTING THE MAYOR TO APPOINT THE MEMBERS OF SAID ADVISORY COMMITTEE PURSUANT TO CHAPTER 2, ARTICLE VII, SECTION 2-48(1) OF THE CITY OF LAKE CITY CODE OF ORDINANCES; DIRECTING THE MAYOR TO APPOINT THE CHAIRMAN OF SAID ADVISORY COMMITTEE PURSUANT TO CHAPTER 2, ARTICLE VII, SECTION 2-48(1) OF THE CITY OF LAKE CITY CODE OF ORDINANCES; REPEALING ALL PRIOR RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has determined it is in the best interest of the City of Lake City, Florida (the "City"), that a body of citizens be created to assist the City Council in the administration of certain funds appropriated by the City Council for recreation purposes and perform such other advisory services and functions as the City Council shall direct from time to time (the "Committee Purposes"); and

WHEREAS, the advisory committee contemplated herein shall be known as the Recreation Funding Advisory Committee (the "Advisory Committee"); and

WHEREAS, Chapter 2, Article VII, Section 2-48(1) of the City of Lake City (the "City") Code of Ordinances (the "Code") vests the Mayor with the authority to appoint the members of an advisory committee and the chairperson thereof, subject to the approval of such appointments by the City Council; and

WHEREAS, creating the Advisory Committee to assist the City Council in accomplishing and facilitating the Committee Purposes 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. This Resolution is adopted pursuant to the authority of Chapter 166, Florida Statutes, known as the "Municipal Home Rule Powers Act".

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2. Creating the Advisory Committee to accomplish and facilitate the Committee Purposes as set forth herein is in the public interest and in the interests of the City.
 3. The Advisory Committee is created by the City Council to accomplish and facilitate the Committee Purposes, and provide other functions as set forth herein.
 4. Any person may be appointed as a member of the Advisory Committee if that member resides within the municipal boundaries of the City, or is otherwise engaged in business within the municipal boundaries of the City regardless of the place of residency.
 - a. *Engaged in business*, for purposes of this resolution, means owning a business, practicing a profession, or performing a service for compensation, or serving as an officer or director of a corporation or other business entity so engaged.
 - b. *Municipal boundaries of the city*, for purposes of this resolution, means the geographic area coterminous with the corporate limits of the City.
 5. The Advisory Committee shall be composed of no fewer than four (4) members and no greater than seven (7) members and ideally the membership shall be of an odd number.
 6. Each member of the Advisory Committee shall occupy one of seven (7) positions, each position being designed as a specific seat as follows – Seat 1, Seat 2, Seat 3, Seat 4, Seat 5, Seat 6, and Seat 7.
 7. Pursuant to Chapter 2, Article VII, Section 2-48(1) of the Code,
 - a. the members of the Advisory Committee shall be appointed by the Mayor subject to the consent and approval of the City Council, and
 - b. the chairperson of the Advisory Committee shall be appointed by the Mayor.
 8. At the time of initial appointment, the term of an appointee to a seat on the Advisory Committee shall commence as set forth in the resolution of appointment and shall end as set forth below:

Seat 1	April 30, 2028
Seat 2	April 30, 2028
Seat 3	April 30, 2029
Seat 4	April 30, 2029
Seat 5	April 30, 2030

Seat 6 April 30, 2030

Seat 7 April 30, 2030

9. The members of the Advisory Committee following the term of initial appointment shall serve for terms of four (4) years.
10. In each calendar year at the first meeting of the Advisory Committee to occur after April 30 of such calendar year, the Advisory Committee shall select from its members a vice-chairperson to preside at meetings in the absence of the chairman, and such other officers as the Advisory Committee may determine.
11. The Advisory Committee shall adopt its own rules of operation and procedure which rules shall become effective upon approval by the City Council, but in no event shall any action of the Advisory Committee be taken upon a vote of fewer than a majority of the Advisory Committee members present for such vote.
12. The duties and responsibilities of the Advisory Committee shall be to:
 - a. [INSERT LIST OF DUTIES AND RESPONSIBILITIES HERE]
13. The members of the Advisory Committee serve at the pleasure of the City Council and may be removed from the Advisory Committee by the City Council at any time with or without cause, and without notice or hearing.
14. Although not binding on the Mayor, it is the express desire of the City Council that the Mayor appoint the Vice-Mayor to serve as chairperson of the Advisory Committee.
15. Pursuant to Chapter 2, Article VII, Section 2-48(1) of the Code, the Mayor is directed to
 - a. appoint no fewer than four (4) and no greater than seven (7) persons meeting the qualifications set forth in this resolution to serve as members of the Advisory Committee, and
 - b. appoint a chairperson for the Advisory Committee.
16. 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
17. 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 _____, 2026.

BY THE MAYOR OF THE CITY OF LAKE CITY,
FLORIDA

Noah E. Walker, 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

1. **Purpose:** What should the Recreation Advisory Board advise Council on—parks, recreation programs, facilities, or all three?
2. **Membership:** How many members should serve? Would Council support seven members?
3. **Eligibility:** Should applicants qualify by living in Lake City, owning a business in Lake City, or owning property in Lake City? Should a majority of members be City residents?
4. **Composition:** Depending on eligibility criteria, should composition of the committee be defined, or left open ended? That is, for example, should one seat be for a business owner, one seat for a parent of a minor child who participates in recreation programs, one seat for a member of the board of a recreation programs organization like Richardson or Annie Mattox, etc, etc,
5. **Applications:** Should the City accept applications? If so, for how long? How should the application process be promoted (social media? legacy media? city website? etc?)
6. **Nominations:** How should the nomination process work?
 - a. Will each council member nominate X number of people to be considered by the Mayor for appointment?
 - b. Will council members be limited to nominating only people who submitted applications (if we use an application process) or will council members be able to nominate both applicants and non-applicants?
 - c. If categories are used (e.g., one parent, one business owner, etc.) would each Council member be permitted to nominate a person for each category?
 - d. Alternatively, will there be no nomination process and just move straight to appointment by the Mayor?
7. **Appointments:** Will the Mayor exclusively make the appointments to the advisory committee (with or without nominations depending on answers to Item 6)? The final list of appointees to the advisory committee would still require the approval of the City Council. If the Council wants to use a different approach and each council member appoint one person (as opposed to the mayor making all selections), it would require a change to the ordinance [see Section 2-48(1)] – two readings. Who should appoint the chairman of the committee? If other than the mayor, a change to the ordinance will be required (two readings).
8. **Terms and meetings:** How long should the terms be for committee members? Also, should terms be staggered? Should the board meet monthly or quarterly?
9. **First assignment:** What should the board focus on first—assessing community recreation needs, reviewing existing programs, or recommending park and facility improvements?

10. **Reporting to Council:** Should the board report quarterly, annually, or as recommendations are ready?