
COMMUNITY REDEVELOPMENT AGENCY

CITY OF LAKE CITY

September 21, 2026 at 5:00 PM

Venue: City Hall

AGENDA

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

Pledge of Allegiance

Invocation - Mayor Noah Walker

Roll Call

Ladies and Gentlemen; The Community Redevelopment Agency 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 members. 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 members. 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.

Minutes

[1.](#) July 7, 2026

Approval of Agenda

Persons Wishing to Address Council

Citizens are encouraged to participate in City of Lake City meetings. The City of Lake City encourages civility in public discourse and requests that speakers direct their comments to the Chair. Those attendees wishing to share a document and or comments in writing for inclusion into the public record must email the item to submissions@lcfla.com no later

than noon on the day of the meeting. Citizens may also provide input to individual council members via office visits, phone calls, letters and e-mail that will become public record.

Old Business

- [2.](#) Discussion and Possible Action - Residential Facade Application for FY27
- [3.](#) Discussion - CRA Advisory Committee

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. July 7, 2026

MINUTES
CITY OF LAKE CITY
Community Redevelopment Agency
July 07, 2026
5:00 PM at City Hall

This meeting was 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 also viewed the meeting on our YouTube channel.

Pledge of Allegiance

Invocation - Mayor Noah Walker

Roll Call

Mayor/Chairman
City Council/CRA Board

Noah Walker
Chevella Young
Ricky Jernigan
James Carter
Tammy Harris
Clay Martin
Don Rosenthal
Chief Gerald Butler
Audrey Sikes

City Attorney
City Manager
Sergeant-at-Arms
City Clerk/Secretary

Minutes

1. February 2, 2026
2. June 16, 2026

Mr. Carter made a motion to approve the minutes as presented. Ms. Harris seconded the motion and the motion carried unanimously on a voice vote.

Approval of Agenda

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

Persons Wishing to Address the Community Redevelopment Agency - None

Old Business - None

New Business

Resolutions

3. Resolution No CRA 2026-01 - A resolution of the City of Lake City Community Redevelopment Agency (The "CRA") approving and ratifying that certain Community

Redevelopment Agency Grant Agreement between the CRA and TAMS Empire, LLC, a Florida Limited Liability Company for improvements to 182 NW Railroad Street, Lake City, Florida; making certain findings of fact in support of the CRA approving said agreement; making certain findings of fact in support of the CRA approving and disbursing grant funds as a reimbursement to the referenced grant applicant in the amount of \$25,000.00; approving and directing disbursement of grant funds to the referenced grant applicant in the amount of \$25,000.00; repealing all prior resolutions in conflict; and providing an effective date. **Mr. Carter made a motion to approve Resolution No CRA 2026-01. Ms. Harris seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Carter	Aye
Ms. Harris	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Chairman Walker	Aye

4. Resolution No CRA 2026-02 - A resolution of the City of Lake City Community Redevelopment Agency (the "CRA") approving and ratifying that certain Community Redevelopment Agency Grant Agreement between the CRA and TAMS Empire, LLC, a Florida Limited Liability Company for improvements to 554 NW Columbia Avenue, Lake City, Florida; making certain findings of fact in support of the CRA approving said agreement; making certain findings of fact in support of the CRA approving and disbursing grant funds as a reimbursement to the referenced grant application in the amount of \$25,000.00; approving and directing disbursement of grant funds to the referenced grant applicant in the amount of \$25,000.00; repealing all prior resolutions in conflict; and providing an effective date. **Mr. Carter made a motion to approve Resolution No CRA 2026-02. Ms. Harris seconded the motion. A roll call vote was taken and the motion carried.**

Mr. Carter	Aye
Ms. Harris	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Chairman Walker	Aye

Other Items

5. Discussion and possible recommendation to City Council to adopt CRA Plan prepared by Inspire Placemaking Collective.

Mayor Walker confirmed with Growth Management Director Scott Thomason that this plan was the final draft.

Mr. Carter made a motion to recommend to the City Council the adoption of the CRA Plan. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.

Mr. Carter	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Ms. Harris	Aye
Chairman Walker	Aye

PUBLIC COMMENT: Lester McKellum with the Greater Lake City Community Development Corporation requested gap funding to complete the development project taking place at 204 NE Escambia Street. He requested an amount between \$20,000.00 and \$25,000.00 for completion.

The CRA discussed establishing a small-scale developer incentive program to provide future residential development funding once approved by the City Council.

At the request of Ms. Harris, Mr. McKellum provided an update on Sweetwater Homes, noting that permits have been submitted for a new three-bedroom, two-bath manufactured home and that additional gap financing is needed to complete the project.

Members praised the progress of Sweetwater Homes and recognized the CRA's early financial support as instrumental to its success. The discussion also addressed the ongoing need for approximately \$30,000–\$40,000 in playground equipment funding, with members expressing interest in exploring possible City funding during the upcoming budget process, as current CRA funding is limited to façade and building improvements.

Adjournment

Having no further business, Chairman Walker adjourned the meeting at 5:20 PM.

Noah Walker, Mayor/Chairman

Audrey Sikes, City Clerk/Secretary

File Attachments for Item:

2. Discussion and Possible Action - Residential Facade Application for FY27

The City Council in and for the citizens of the City of Lake City, Florida, met as the Community Redevelopment Agency on February 2, 2026, beginning at 5:00 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.

ROLL CALL

Mayor/Chairman
City Council/CRA Board

Noah Walker
Chevella Young
Ricky Jernigan
James Carter
Tammy Harris
Clay Martin
Don Rosenthal
Chief Gerald Butler
Audrey Sikes

City Attorney
City Manager
Sergeant-at-Arms
City Clerk/Secretary

MINUTES

1. December 15, 2025

**Mr. Carter made a motion to approve the December 15, 2025, minutes as presented.
Ms. Harris seconded the motion and the motion carried unanimously on a voice vote.**

APPROVAL OF AGENDA

Mr. Carter made a motion to approve the agenda as presented. Ms. Harris seconded the motion, and the motion carried unanimously on a voice vote.

PERSONS WISHING TO ADDRESS COUNCIL – None

ITEMS FOR DISCUSSION

2. Consideration and selection of program

Consideration and selection of application period

Discussion and direction to staff relating to the appointment of an Advisory Board

Growth Management Director Scott Thomason presented an overview of the existing commercial façade grant program, which currently offers a 50/50 matching grant up to \$5,000.00. He proposed an expanded pilot program that would offer an increased max contribution from the CRA in the amount of \$25,000.00, with an 80/20 match; applicants would need to achieve a minimum of 80 points to qualify; contractors would be vetted through procurement procedures; CRA would oversee projects; staff would work to secure competitive pricing and ensure project completion standards.

Members expressed concern that smaller businesses may struggle to provide the required match contribution.

Staff clarified applicants who met the 80 points would qualify regardless of higher private contributions; applicants would primarily be handled on a first-come first-served basis once eligibility requirements are met; and grant amounts would be scaled proportionally to project size.

Members also discussed the potential for future adjustments including: reducing points tied to private investment; providing bonus points to first-time applicants; moving repeat applicants to a 50/50 match structure after their first grant; and partnering with local financial institutions to help businesses bridge funding gaps.

Staff reviewed the application process and timeline and reported the CRA board would have consideration and approval.

Mr. Carter made a motion to accept the application as presented. Ms. Harris seconded the motion.

PUBLIC COMMENT: Bea Coker

A roll call vote was taken and the motion carried.

Mr. Carter	Aye
Ms. Harris	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Chairman Walker	Aye

Mr. Carter made a motion to begin accepting applications on March 2, 2026. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.

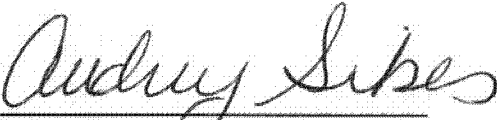
Mr. Carter	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Ms. Harris	Aye
Chairman Walker	Aye

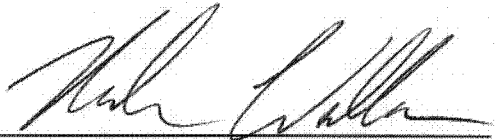
Mr. Carter made a motion to direct staff to develop an ordinance for consideration of the creation of an independent CRA board. Ms. Harris seconded the motion. A roll call vote was taken and the motion carried.

Mr. Carter	Aye
Ms. Harris	Aye
Ms. Young	Aye
Mr. Jernigan	Aye
Chairman Walker	Aye

Adjournment

Having no further business, Mayor Walker adjourned the meeting at 5:42 PM.


Audrey Sikes, City Clerk


Noah Walker, Mayor/Chairman



205 N Marion Ave, Lake City, FL 32055

Phone: (386) 719-5754

Email: CRA@lcfla.com

COMMUNITY REDEVELOPMENT AGENCY MINOR HOME IMPROVEMENTS PROGRAM

Information Brochure for Grant Assistance for Minor Improvements to Residential Properties within the CRA District

Fiscal Year 2026-2027

In accordance with the CRA Plan Update 2026 and an effort to revitalize and further invest into the Community Redevelopment Area, the Lake City Community Redevelopment Agency has developed a comprehensive program of financial incentives geared towards the improvement of existing, improved single-family residential properties within the redevelopment area. All proposed improvement projects must meet the minimum housing standards established under the City of Lake City Land Development Regulations and standards under the Florida Building Code. Properties must be free of code violations unless improvements are intended to clear said violations within the confines of this program.

The maximum grant amount per fiscal year which may be awarded per taxable parcel is up to \$5,000.00. This program is intended to assist with funding for small-scale, exterior improvements to single-family homes and properties. ***Grant funds are not intended for vacant properties or duplex, triplex or multi-family developments.*** This grant program is applicable to properties within the Community Redevelopment Area and when authorized by CRA Staff, as determined on a case-by-case basis. Coverage for improvements may be by reimbursement for overall costs up to the limit, or coverage of any building permit(s) associated with the project by the CRA, whichever is determined to be of the most assistance to the grantee. Final approvals of materials and/or design is vested with the CRA Staff.

Eligible improvements are intended for aesthetic/functional improvements, which include:

- Fences
- Front porches, decks or patios
- Mailboxes with post and address numbers
- New/Replacement right-of-way driveways (edge of street to property line)
- Required address numbers for placement on home
- Exterior painting
- Landscaping (limited to trees only, as approved by CRA Staff)
- Tree removal and stump grinding
- Replacement siding

Ineligible expenses include, but are not limited to:

- Sheds/carports and other accessory structures
- Roofs
- Interior improvements
- Foundation work
- Other structural improvements
- Work done prior to issuance of permits

Grant funding is available on a first-come, first-served basis. Funding for the incentives is provided through the CRA TIF Trust Funds, and grant funds are distributed through reimbursement after the project's completion.

This grant program allows for one (1) project per parcel, per fiscal year. Returning applicants are required to adhere to a 180-day waiting period between projects to allow for freedom of opportunity for new applicants.

Eligibility will be determined based on information provided in and with the applicant's submission. Applications may be submitted in-person or via email or fax.

Application submissions and/or inquiries regarding this grant program may be addressed to:

City of Lake City
Attn: Community Redevelopment Agency
205 N Marion Ave
Lake City, FL 32055
Phone: (386) 719-5754 | Email: CRA@lcfla.com
Website: <https://www.lcfla.com>

PRE-APPLICATION REQUIREMENT

Applicants interested in participating in this program must first contact and meet with the Lake City CRA Staff and relevant City Staff to determine eligibility, review program guidelines, and scheduling of application submission.

APPLICATION REQUIREMENTS

Applications **must** include:

- Contact information (*i.e., primary contact, phone number, email, mailing address, etc.*);
- Completed W-9 Tax Form and City Vendor Application Form (*at reimbursement, a 1099 tax form will be issued specific to the grant amount*);
- Proof of property ownership (*deed of record*) (***tenants will not be considered eligible for consideration***);
- Associated building permit application(s) for the project;
- Construction/setup cost estimates;
- Proof of property taxes and all City utilities accounts being current and in good standing (***eligibility requirement***);
- Acknowledgement that the applicant has read and understands grant program requirements; and
- Additional information as requested by staff.

Completed applications must be received by CRA Staff at the same time as application for building permits. Applications will be reviewed for completeness and eligibility by CRA Staff, the City Building Official and the City Planning Department, where applicable, prior to final CRA Staff consideration. ***Applications deemed incomplete or ineligible will not be considered eligible, and formal notification will be provided to the applicant regarding the determination. Applications will be retained on file with the CRA for records purposes. Applicants not current on or in good standing with property taxes or City utilities accounts will not be considered eligible for funding.***

Please be aware: Once an application has been submitted, it is considered public record. Submission of application shall also serve as the owner's consent for CRA and relevant City Staff to enter the subject property.

Once approved for funding, the applicant and the CRA Coordinator other designated CRA Staff Member, as well as the City Manager will sign a notarized agreement which describes the obligations and limitations of the grant award. Once the agreement has been signed by both the applicant and the relevant CRA Designee, the applicant will then be referred to as the "grantee". Additionally, all required plan review and building permits must be approved and issued. The project may then proceed with the obligation of the CRA to reimburse costs as approved in the agreement.

REIMBURSEMENT PROCESS

Submission of all receipts and required documentation in order to be considered eligible for reimbursement must be submitted to CRA Staff, including:

- Contractor invoicing and evidence of Grantee payment (cash receipts ***will not*** be accepted);
- Submission of verifiable proof of payment (*i.e., bank verification, scan of front and back of cashed checks, credit card receipts/statements, etc.*);
- Certificate of Completion and Occupancy by the City of Lake City Building Official and closed permit reports, upon final inspection; and
- Verification that any additional criteria or conditions as found on the signed agreement have been completed as stated.

Upon receipt of all required documentation, the project file will be reviewed by CRA Staff for completion and accuracy. Following staff review, the completed project will then be brought to the City Manager for final authorization of approval

for reimbursement. Upon final written approval by the City Manager, payment reimbursement to the Grantee, to the maximum extent possible, will be made within 60 business days of Staff approval for reimbursement.

GRANT TIMELINE

The residential façade grant timeline for Fiscal Year 2026-2027 includes application submission, staff review, approval notification, and completion of improvements within the designated project period.

Grant Window- January 1, 2027, to February 28, 2027.

Grant Review Period- March 15, 2027, to April 16, 2027.

Grant Announcements- May 1, 2027, to May 31, 2027.

Project completion- All project must be completed within twelve months of the issuance of the grant.

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COMMUNITY REDEVELOPMENT AGENCY MINOR HOME IMPROVEMENTS PROGRAM

\$5,000 MATCH GRANT

Information Brochure for Grant Assistance for Minor Improvements to Residential Properties within the CRA District *Fiscal Year 2026-2027*

In accordance with the CRA Plan Updated 2026 and an effort to revitalize and further invest into the Community Redevelopment Area, the Lake City Community Redevelopment Agency has developed a comprehensive program of financial incentives geared towards the improvement of existing, improved single-family residential properties within the redevelopment area. All proposed improvement projects must meet the minimum housing standards established under the City of Lake City Land Development Regulations and standards under the Florida Building Code. Properties must be free of code violations unless improvements are intended to clear said violations within the confines of this program.

The maximum grant award per fiscal year is up to \$5,000 per taxable parcel, provided on a cost-share basis. The grant amount will **match** the applicant's financial contribution, **up to the \$5,000 limit**. This program is intended to assist with funding for small-scale, exterior improvements to single-family homes and properties. ***Grant funds are not intended for vacant properties or duplex, triplex or multi-family developments.*** This grant program is applicable to properties within the Community Redevelopment Area. Coverage for improvements may be by reimbursement for overall costs up to the limit, or coverage of any building permit(s) associated with the project by the CRA, whichever is determined to be of the most assistance to the grantee. Final approvals of materials and/or design is vested with the CRA Board.

Eligible improvements are intended for aesthetic/functional improvements, which include:

- Fences
- Front porches, decks or patios
- Mailboxes with post and address numbers
- New/Replacement right-of-way driveways (edge of street to property line)
- Required address numbers for placement on home
- Exterior painting
- Landscaping (limited to trees only, as approved by CRA Staff)
- Tree removal and stump grinding
- Replacement Siding

Ineligible expenses include, but are not limited to:

- Sheds/carports and other accessory structures
- Roofs
- Interior improvements
- Foundation work
- Other structural improvements
- Work done prior to issuance of permits

Grant funding is available on a first-come, first-served basis. Funding for the incentives is provided through the CRA TIF Trust Funds, and **grant funds are distributed through reimbursement after the project's completion.**

This grant program allows for one (1) project per parcel, per fiscal year. Returning applicants are required to adhere to a 180-day waiting period between projects to allow for freedom of opportunity for new applicants.

Eligibility will be determined based on information provided in and with the applicant's submission. Applications may be submitted in-person or via email or fax.

Application submissions and/or inquiries regarding this grant program may be addressed to:

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PRE-APPLICATION REQUIREMENT

Applicants interested in participating in this program must first contact and meet with the Lake City CRA Staff and relevant City Staff to determine eligibility, review program guidelines, and scheduling of application submission.

APPLICATION REQUIREMENTS

Applications **must** include:

- Contact information (*i.e., primary contact, phone number, email, mailing address, etc.*);
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- Proof of property ownership (*deed of record*)(***tenants will not be considered eligible for consideration***);
- Associated building permit application(s) for the project;
- Construction/setup cost estimates;
- Proof of property taxes and all City utilities accounts being current and in good standing (***eligibility requirement***);
- Acknowledgement that the applicant has read and understands grant program requirements; and
- Additional information as requested by staff.
- Acknowledgement and estimation of applicant's contributing capacity.

Completed applications must be received by CRA Staff at the same time as application for building permits. Applications will be reviewed for completeness and eligibility by CRA Staff, the City Building Official and the City Planning Department, where applicable, prior to final CRA Staff consideration. ***Applications deemed incomplete or ineligible will not be considered eligible, and formal notification will be provided to the applicant regarding the determination. Applications will be retained on file with the CRA for records purposes. Applicants not current on or in good standing with property taxes or City utilities accounts will not be considered eligible for funding.***

Please be aware: Once an application has been submitted, it is considered public record. Submission of application shall also serve as the owner's consent for CRA and relevant City Staff to enter the subject property.

Once approved for funding, the applicant and the CRA Coordinator other designated CRA Staff Member, as well as the City Manager will sign a notarized agreement which describes the obligations and limitations of the grant award. Once the agreement has been signed by both the applicant and the relevant CRA Designee, the applicant will then be referred to as the "grantee". Additionally, all required plan review and building permits must be approved and issued. The project may then proceed with the obligation of the CRA to reimburse costs as approved in the agreement.

REIMBURSEMENT PROCESS

Submission of all receipts and required documentation in order to be considered eligible for reimbursement must be submitted to CRA Staff, including:

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- Certificate of Completion and Occupancy by the City of Lake City Building Official and closed permit reports, upon final inspection; and
- Verification that any additional criteria or conditions as found on the signed agreement have been completed as stated.

Upon receipt of all required documentation, the project file will be reviewed by CRA Staff for completion and accuracy. Following staff review, the completed project will then be brought to the City Manager for final authorization of approval for reimbursement. Upon final written approval by the City Manager, payment reimbursement to the Grantee, to maximum extent possible, will be made within 60 business days of Staff approval for reimbursement.

GRANT TIMELINE

The residential façade grant timeline for Fiscal Year 2026-2027 includes application submission, staff review, approval notification, and completion of improvements within the designated project period.

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COMMUNITY REDEVELOPMENT AGENCY MINOR HOME IMPROVEMENTS PROGRAM

Information Brochure for Grant Assistance for Minor Improvements to
Residential Properties within the CRA District

Fiscal Year 2026-2027

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The maximum grant amount per fiscal year which may be awarded per taxable parcel is up to \$5,000.00. ***If the project is not completed within the required timeframe, the applicant will be deemed responsible for repayment of all funds awarded. Failure to meet the established completion requirements may result in the full recovery of awarded funds.***

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GRANT TIMELINE

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Project completion- All project must be completed within twelve months of the issuance of the grant.

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File Attachments for Item:

3. Discussion - CRA Advisory Committee

MINUTES
CITY OF LAKE CITY
Community Redevelopment Agency Workshop
March 02, 2026
5:00 PM at City Hall

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

Pledge of Allegiance

Invocation

Roll Call

Mayor/Chairman
City Council

Noah Walker
Chevella Young
Ricky Jernigan
James Carter
Tammy Harris
Clay Martin
Dee Johnson
Chief Gerald Butler
Audrey Sikes

City Attorney
Assistant City Manager
Sergeant-at-Arms
City Clerk/Secretary

Approval of Agenda

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

Persons Wishing to Address Members – None

Old Business

1. Discussion: Composition and Possible Reorganization of Community Redevelopment Agency Board and/or Community Redevelopment Agency Committee (City Attorney Clay Martin)

Growth Management Director Scott Thomason reported applications for the Façade Grant Program were now open and available on the City's website and an RFP for contractors has been issued and is progressing.

Members discussed individuals who had previously expressed interest in CRA funding before the program was formally established. Mr. Thomason clarified that no official application process existed at that time, so those interested would need to apply through the new program and would be personally notified of that process.

Members also reviewed available funding, noting the program is expected to have approximately \$250,000 available, with grants capped at \$25,000.00 per project.

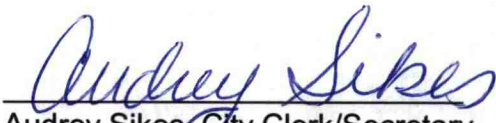
City Attorney Martin explained state law requires the City Council to remain serving as the CRA Board but allows the Board to expand from five to seven members, by adding two qualified community representatives.

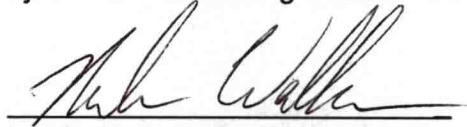
Members expressed support for both expanding the CRA Board and creating a citizen advisory board to provide community input, assist with reviewing grant applications, and offer recommendations on redevelopment initiatives.

Members directed staff to develop recommendations regarding board structure, membership, and appointment procedures, with the City Council expressing a preference to appoint advisory board members. Members agreed to not delay the grant program while these changes were being considered.

Adjournment

Having no further business, Chairman Walker adjourned the meeting at 5:35 PM.


Audrey Sikes, City Clerk/Secretary


Noah Walker, Mayor/Chairman