

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

PLEDGE OF ALLEGIANCE

INVOCATION – Mayor/Council Member Stephen Witt

ROLL CALL

Mayor/Council Member City Council	Stephen M. Witt Jake Hill, Jr. C. Todd Sampson Chevella Young Ricky Jernigan – absent
City Attorney City Manager Sergeant-at-Arms City Clerk	Todd Kennon Paul Dyal Chief Gerald Butler Audrey Sikes

PROCLAMATIONS – None

MINUTES

1. October 16, 2023 Regular Session
2. October 31, 2023 Special Called Council Meeting

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

APPROVAL OF AGENDA

Mayor Witt reported Items # 5 and 6 were requested to be removed from the Consent Agenda for discussion. **Mr. Hill made a motion to approve the agenda as amended. Mr. Sampson seconded the motion and the motion carried unanimously on a voice vote.**

PUBLIC PARTICIPATION – PERSONS WISHING TO ADDRESS COUNCIL

- Sylvester Warren
- Glenel Bowden

APPROVAL OF CONSENT AGENDA

3. Approval to award Bid No. ITB-016-2023 Petroleum Products & Delivered Diesel Fuel-Annual Term Contract to G.W. Hunter, Inc., the sole bidder.

4. Approval to award Bid No. ITB-018-2023 Demolition Services to Cross Environmental, Inc., the sole bidder, for demolition of structures within the City. This is a budgeted item for the Growth Management Department.

Mr. Hill made a motion to approve the consent agenda consisting of items 3-4 above. Mr. Sampson seconded the motion and the motion carried unanimously on a voice vote.

5. Approval of job descriptions for the City Manager, City Clerk, Human Resources, Finance and Information Technology Departments. The Human Resources Department is in the process of reviewing all job descriptions for positions that were approved in the FY 23-24 Budget. In accordance with the City's Personnel Manual, the job descriptions will be presented for each department for council review over the next three agendas.

PUBLIC COMMENT: Glenel Bowden

Mr. Sampson requested red line edits to review what changed in the descriptions, as well as a timestamp of approval.

Ms. Sikes confirmed the final drafts will have the Council approval date.

Mr. Sampson made a motion to approve the job descriptions for the City Manager, City Clerk, Human Resources, Finance and Information Technology Department as presented. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.

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

6. Approval to apply for a Rural Infrastructure Grant through Florida Commerce for the Gwen Lake Project.

PUBLIC COMMENT: Sylvester Warren; Glenel Bowden

Mr. Johnson reported the application for the grant was due today, and was already in the portal awaiting Council approval; if the application is not approved, the application will be withdrawn from the portal.

Mr. Johnson discussed the different phases of the project.

Mr. Hill made a motion to apply for the Rural Infrastructure Grant through Florida Commerce for the Gwen Lake Project. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.

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

OLD BUSINESS

Resolutions

7. City Council Resolution No. 2023-130 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a contract with Colin Baenziger & Associates; providing for Executive Recruitment Services related to the employment of a City Manager; declaring an emergency pursuant to Section 2-181 of the City Code; authorizing an agreement price not-to-exceed \$29,500.00; providing for conflict; and providing for an effective date.

Note: Item removed from 10/16/2023 agenda until such time full council in attendance.

PUBLIC COMMENT: Sylvester Warren

Members discussed waiting until a full Council was present before voting on Item #7.

Mr. Hill made a motion to table City Council Resolution No. 2023-130. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.

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

Other Items

8. Discussion and Possible Action: Salary for Interim City Manager Dee Johnson

Note: Item removed from 10/16/2023 agenda until such time full council in attendance.

PUBLIC COMMENT: Sylvester Warren

Mayor Witt stated a full Council should be present before any discussion.

Mr. Hill made a motion to table the Discussion and Possible Action: Salary for Interim City Manager Dee Johnson. Ms. Young seconded the motion. Mr. Sampson inquired as to what Mr. Johnson's idea of compensation would be.

Ms. Young suggested a salary of \$130,000.00.

After an inquiry, Mr. Johnson responded he would accept \$135,000.00.

A roll call vote was taken and the motion carried.

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

- 9. Discussion of September 11, 2023 vote regarding Section 2-53 of the Code of Ordinances relating to the compensation of Mayor and Council Members (City Attorney Todd Kennon)

Note: Item removed from 10/16/2023 agenda until such time full council in attendance.

Mr. Kennon covered the three options presented to members regarding to compensation of the Mayor and Council.

Mr. Sampson clarified those options with Mr. Kennon.

PUBLIC COMMENT: Sylvester Warren; Glenel Bowden

Mr. Sampson expressed favoring option one.

Mayor Witt expressed favoring option one, along with members voting to have the raise, not give it back.

Ms. Young suggested waiting on Mr. Jernigan to be present prior to acting.

Ms Young made a motion to table the discussion of the September 11, 2023 vote regarding Section 2-53 of the Code of Ordinances relating to the compensation of the Mayor and Council Members. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.

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

NEW BUSINESS

Resolutions

10. City Council Resolution No. 2023-123 - A resolution of the City Council of the City of Lake City, Florida, appointing John Andrew Miles as a member of the Board of Trustees of the Lake City Municipal Police Officers Retirement Trust Fund. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-123, appointing John Andrew Miles as a member of the Board of Trustees of the Lake City Municipal Police Officers Retirement Trust Fund. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.**

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

11. City Council Resolution No. 2023-124 - A resolution of the City Council of the City of Lake City, Florida, authorizing the City to execute a Commercial Lease Agreement between the City of Lake City, Florida and RG Ambulance Service, Inc. D/B/A Century EMS-Columbia County. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-124, authorizing the City to execute a Commercial Lease Agreement between the City of Lake City, Florida and RG Ambulance Service, Inc. D/B/A Century EMS-Columbia County. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

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

12. City Council Resolution No. 2023-125 - A resolution of the City Council of the City of Lake City, Florida, adopting a schedule of fees pertaining to City Utilities; providing for severability; providing for conflicts; and providing an effective date. **Mr. Hill made a motion to approve City Council Resolution No. 2023-125, adopting a schedule of fees pertaining to City Utilities. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

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

13. City Council Resolution No. 2023-126 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an Interlocal Agreement with Columbia County, Florida, the Sheriff of Columbia County, Florida, the Columbia County Fire/Rescue Department, the City of Lake City, Florida, the Lake City Police Department, and the Lake City Fire Department related to a combined Communications 911 center; providing for severability providing for conflicts; and providing for an effective date. **Mr. Sampson made a motion to**

approve City Council Resolution No. 2023-126, authorizing the execution of an Interlocal Agreement with Columbia County, Florida, the Sheriff of Columbia County, Florida, the Columbia County Fire/Rescue Department, the City of Lake City, Florida, the Lake City Police Department, and the Lake City Fire Department related to a combined Communications 911 center. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.

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

14. City Council Resolution No. 2023-127 - A resolution of the City Council of the City of Lake City, Florida, appointing Gregory Burnsed as a member of the Board of Trustees of the Lake City Municipal Police Officers Retirement Trust Fund. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-127, appointing Gregory Burnsed as a member of the Board of Trustees of the Lake City Municipal Police Officers Retirement Trust Fund. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

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

15. City Council Resolution No. 2023-128 - A resolution of the City Council of the City of Lake City, Florida, amending the Annual Operating Budget for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023. **Mr. Hill made a motion to approve City Council Resolution No. 2023-128, amending the Annual Operating Budget for the Fiscal Year beginning October 1, 2022, and ending September 30, 2023. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.**

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

16. City Council Resolution No. 2023-129 - A resolution of the City Council of the City of Lake City, Florida, authorizing the extension of the initial agreement with James Moore & Co., P.L., for outside auditing services for the fiscal years ending September 30th of 2024, 2025, and 2026; and providing for conflicts. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-129, authorizing the extension of the initial agreement with James Moore & Co., P.L., for outside auditing services for the fiscal years ending September**

30th of 2024, 2025, and 2026. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.

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

17. City Council Resolution No. 2023-133 - A resolution of the City Council of the City of Lake City, Florida amending the Personnel Manual for the City; authorizing and adopting a revised Sick Leave Incentives Policy; incorporating the revised Sick Leave Incentives Policy into Chapter 10 Leave Accounting of the Personnel Manual; and providing an effective date. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-133, amending the Personnel Manual for the City; authorizing and adopting a revised Sick Leave Incentives Policy, and incorporating the revised Sick Leave Incentives Policy into Chapter 10 Leave Accounting of the Personnel Manual. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.**

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

Other Items

18. Project Updates (Interim City Manager Dee Johnson)

Annie Mattox: Lighting - Concrete poles have been ordered, with a 14 -16-week lead time with an estimated time of arrival, November, in progress; cameras – scheduling with the vendor for installation.

Gwen Lake: The project has been submitted to the Suwannee River Water Management District conceptual portal for possible funding; Rural Infrastructure Fund grant is being sought for funding.

Lake Montgomery Project: The project is on schedule for the City of Lake City portion.

North Downtown Project: Relocation of Welcome to Downtown Sign- In the process of obtaining an easement from the property owner.

Relocation of the Historic District sign- Attorney Kennon is reviewing - no update.

Downtown Parking: On-going

SR 47 RV Park: Currently in the engineering phase.

Bell Rd: Plans are around 80% complete.

Wilson Park Amphitheater: Waiting for Florida Department of Environmental Protection (FDEP) to approve the wetland mitigation plan; FDEP requested updated Uniform Mitigation Assessment Method (UMAM) on October 23, 2023.

Memorial Stadium Repairs: Structural rehabilitation work has been completed.

Patterson Avenue Resurfacing: Mobilization depends upon railroad flaggers' availability.

Grandview Resurfacing: Department of Transportation has approved the project plans. Task assignments for construction solicitation are forthcoming

Ms. Young inquired about the open position in the City Clerks Office. Ms. Sikes reported applications have been received and the next step would be to conduct interviews with candidates.

DEPARTMENTAL ADMINISTRATION – None

COMMENTS BY COUNCIL MEMBERS

Mayor Witt reminded members of upcoming dates of interest:

November 11, 2023 Veterans Day Parade 11AM

November 18, 2023 Food Truck Festival at the Darby Pavilion (1PM - 5PM)

December 3, 2023 Tree Lighting Event in Olustee Park (4PM - 7PM)

December 9, 2023 Holiday Market (9AM - 4PM)

December 9, 2023 Christmas Parade 6PM

January 15, 2024 Martin Luther King Parade 10AM

Ms. Young requested something different versus riding in the fire truck for the next parade.

ADJOURNMENT

Ms. Young made a motion to adjourn at 6:59 PM. Mr. Sampson seconded the motion and the motion carried unanimously on a voice vote.

Stephen M. Witt, Mayor/Council Member

Audrey Sikes, City Clerk