

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on December 4, 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 Stephen Witt

#### ROLL CALL

Mayor/Council Member  
City Council

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

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

After Mayor Witt read the rules of decorum aloud, Mr. Jernigan inquired about consequences should someone violate the rules. Mayor Witt reported this topic would be up for discussion during an upcoming workshop, and requested the decorum policy be placed on the January 2<sup>nd</sup> agenda.

#### MINUTES

1. November 20, 2023 Regular Session

**Mr. Hill 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 amended the agenda as follows; move Item #18 prior to Item #4, with a modification to discussion only, and adding as an Emergency Item due to time sensitivity for the 2024-2025 Springs Grant as Item #19. **Mr. Hill made a motion to approve the agenda as amended. Ms. Young seconded the motion and the motion carried unanimously on a voice vote.**

#### PUBLIC PARTICIPATION – PERSONS WISHING TO ADDRESS COUNCIL

- Mike Null
- Reverend Pamela Green – statement emailed and read aloud by Mayor Witt at her request
- Glenel Bowden
- Barbara Lemley
- Stew Lilker

## APPROVAL OF CONSENT AGENDA

2. Authorizing GameTime Company to erect a shade structure over the bleachers at the Young's Park Tennis Courts with funding from the County Grant approved on October 19, 2023. This is no monetary cost to the City.

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

## PRESENTATIONS

3. Form 6 for Elected Officials (City Attorney Todd Kennon)

Mr. Kennon reported state law has changed effective January 1, 2024, requiring the council members to now electronically file a Form 6 Financial Disclosure instead of Form 1. He provided an overview of the differences between Form 1 and Form 6.

18. Discussion and Possible Action - Rehiring of Paul Dyal as City Manager (Council Member Jake Hill, Jr.)

Mr. Hill reported Mr. Dyal reached out to him about coming back, therefore he placed this on the agenda for discussion.

Members discussed Mr. Dyal returning as City Manager.

Ms. Young asked for the topic of Mr. Dee Johnson to serve as Interim City Manager for eighteen (18) months to be placed on the next agenda.

Mayor Witt stated if Mr. Dyal sent in a proposal, he would review it.

PUBLIC COMMENT: Glenel Bowden

## OLD BUSINESS

Ordinances – None

Resolutions

4. 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.

Mr. Hill inquired with Attorney Kennon if Human Resources could look at previous applicants, and present the top two or three to council for consideration.

PUBLIC COMMENT: Glenel Bowden

Mr. Sampson inquired if there have been any recent applications submitted to the City for the Manager position.

Ms. Young spoke in favor of looking forward and seeing who is interested in the position v's looking at prior applicants for the position.

**Mayor Witt concurred with public comments of Mr. Bowden and made a motion to approve City Council Resolution 2023-130. The motion failed due to lack of second.**

Mr. Sampson reminded members of a plan he previously presented outlining instructions and steps for the Human Resources Department to take applications. He suggested opening up the advertisement for 3-4 weeks, reviewing the applicants, see if any qualify and move forward from there.

Mr. Jernigan concurred with Mr. Sampson.

**Mr. Sampson made a motion to start an application process and to open up the City Manager position for applications and resumes through the City's Human Resources Department for 60 days. All applications and resumes are to be matched by Human Resources for meeting of minimum requirements as identified in the City Charter and forwarded to the City Council for review. The motion provides for Human Resources to advertise as normal and to decide where to advertise. The salary range identified for the City Manager position is \$140,000 to \$150,000. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Nay</b>
<b>Mayor Witt</b>	<b>Aye</b>

Mr. Sampson suggested at a minimum for Human Resources to advertise with the Florida League of Cities and any management places.

5. Discussion and Possible Action - Section 2-53 of the Code of Ordinances relating to the compensation of Mayor and Council Members (Council Member Todd Sampson)

**Mr. Sampson made a motion for option one, bringing up the raise at budget time. Ms. Young seconded the motion.**

Mr. Hill spoke in support of the ordinance related to compensation staying the same due to inflation and other factors.

Mr. Sampson stated this would be an opportunity for transparency.

Mr. Jernigan spoke in support of the ordinance staying the same.

Ms. Young spoke in support of transparency.

PUBLIC COMMENT: Glenel Bowden; Betty Goggins

**A roll call vote was taken and the motion carried.**

<b>Mr. Sampson</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Nay</b>
<b>Mr. Jernigan</b>	<b>Nay</b>
<b>Mayor Witt</b>	<b>Aye</b>

Ms. Sikes reminded members this action would come back in the form of an ordinance, requiring two readings, to change Section 2-53 of the City Code.

## NEW BUSINESS

### Ordinances

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

Chapter 2, of the Code of the City of Lake City relating to purchases of items and contractual services and bid procedures; providing that all purchases of items and contractual services when the estimated cost thereof exceeds thirty five thousand dollars (\$35,000.00) be purchased by formal written contract, approved by the City Council, after public notice inviting quotations and proposals; providing that all bid-based contracts for the purchase of items and contractual services when the estimated cost thereof exceeds thirty five thousand dollars, (\$35,000.00) be awarded to the lowest responsible bidder; providing for the elimination of bid quotations for purchase of items and services when the cost thereof does not exceed five thousand dollars (\$5,000.00); providing for bid procedures for the purchase of items and services when the cost exceeds five thousand dollars (\$5,000.00), but is less than fifteen thousand dollars (\$15,000.00); providing for bid procedures for the purchase of items and services when the cost thereof exceeds fifteen thousand dollars (\$15,000.00), but is less than thirty five thousand dollars (\$35,000.00), and providing for bid procedures for the purchase of items and services which cost thirty five thousand dollars (\$35,000.00) or more. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.

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

Resolutions

- 7. City Council Resolution No. 2023-099 - A resolution of the City Council of the City of Lake City, Florida, authorizing the City to enter into Change Order Number Two to the contract between the City and SGS Contracting Services, Inc., relating to the replacement of two existing in-plant reuse pumps at the St. Margarets Wastewater Treatment Facility for a price not-to-exceed \$133,258.62. **Mr. Hill made a motion to approve City Council Resolution No. 2023-099, authorizing the City to enter into Change Order Number Two to the contract between the City and SGS Contracting Services, Inc., relating to the replacement of two existing in-plant reuse pumps at the St. Margarets Wastewater Treatment Facility for a price not-to-exceed \$133,258.62. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.**

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

8. City Council Resolution No. 2023-120 - A resolution of the City Council of the City of Lake City, Florida, rescinding City Council Resolution 2023-080, authorizing the execution of a contract with Bliss Products and Services, Inc., for the purchase and installation of a 24 foot in length x 30 foot in width x 12 foot in height prefabricated metal building (pole barn) at a cost not to exceed \$19,731.08. **Mr. Hill made a motion to approve City Council Resolution No. 2023-120, rescinding City Council Resolution 2023-080, authorizing the execution of a contract with Bliss Products and Services, Inc., for the purchase and installation of a 24 foot in length x 30 foot in width x 12 foot in height prefabricated metal building (pole barn) at a cost not to exceed \$19,731.08. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Hill</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Mr. Sampson</b>	<b>Nay</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

9. City Council Resolution No. 2023-135 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an application to the Florida Department of Transportation; providing for the acceptance of a pre-approved grant of Highway Traffic Safety Funds in the amount of \$30,000.00 for Strategic Traffic Enforcement Program including speeding and aggressive driving; and providing for an effective date. **Mr. Jernigan made a motion to approve City Council Resolution No. 2023-135, authorizing the execution of an application to the Florida Department of Transportation, and providing for the acceptance of a pre-approved grant of Highway Traffic Safety Funds in the amount of \$30,000.00 for Strategic Traffic Enforcement Program including speeding and aggressive driving. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**  
**A roll call vote was taken and the motion carried.**

<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

10. City Council Resolution No. 2023-136 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an application to the Florida Department of Transportation; providing for the acceptance of a pre-approved grant of Highway Traffic Safety Funds in the amount of \$35,000.00 for a Strategic Traffic Enforcement Program including impaired driving; and providing for an effective date. **Mr. Jernigan made a motion to approve City**

**Council Resolution No. 2023-136, authorizing the execution of an application to the Florida Department of Transportation, and providing for the acceptance of a pre-approved grant of Highway Traffic Safety Funds in the amount of \$35,000.00 for a Strategic Traffic Enforcement Program including impaired driving. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Mr. Sampson</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

11. City Council Resolution No. 2023-137 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of an application to the Florida Department of Transportation; providing for the acceptance of a pre-approved grant of Highway Traffic Safety Funds in the amount of \$30,000.00 for a Strategic Traffic Enforcement Program including occupant protection; and providing for an effective date. **Mr. Jernigan made a motion to approve City Council Resolution No. 2023-137, authorizing the execution of an application to the Florida Department of Transportation, and providing for the acceptance of a pre-approved grant of Highway Traffic Safety Funds in the amount of \$30,000.00 for a Strategic Traffic Enforcement Program including occupant protection. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

12. City Council Resolution No. 2023-138 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of the Collective Bargaining Agreement with the Florida State Lodge Fraternal Order of Police, Inc.; and providing for an effective date. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-138, authorizing the execution of the Collective Bargaining Agreement with the Florida State Lodge Fraternal Order of Police, Inc. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

13. City Council Resolution No. 2023-139 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of a contract with Florida Industrial & Construction Services, LLC, for the purchase and installation of a 38 foot in length x 16 foot in width x 12 foot in height prefabricated metal building (pole barn) on an existing slab at a cost not to exceed \$19,494.13. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-139, authorizing the execution of a contract with Florida Industrial & Construction Services, LLC, for the purchase and installation of a 38 foot in length x 16 foot in width x 12 foot in height prefabricated metal building (pole barn) on an existing slab at a cost not to exceed \$19,494.13. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

14. City Council Resolution No. 2023-140 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of Statewide Mutual Aid Agreement with the State of Florida Division of Emergency Management; providing for severability; providing for conflicts; and providing for an effective date. **Mr. Hill made a motion to approve City Council Resolution No. 2023-140, authorizing the execution of Statewide Mutual Aid Agreement with the State of Florida Division of Emergency Management. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Hill</b>	<b>Aye</b>
<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

15. City Council Resolution No. 2023-141 - A resolution of the City Council of the City of Lake City, Florida, authorizing the execution of Task Assignment Number Nine to the continuing contract with North Florida Professional Services, Inc., providing for engineering services related to the resurfacing of SW Grandview Street; providing for payment for the professional services at a cost not to exceed \$5,000.00; and providing an effective date. **Mr. Sampson made a motion to approve City Council Resolution No. 2023-141, authorizing the execution of Task Assignment Number Nine to the continuing contract with North Florida Professional Services, Inc., providing for engineering services related to the resurfacing of SW Grandview Street, and providing for payment for the professional services at a cost not to exceed \$5,000.00. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.**



<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

Other Items

16. Discussion and Possible Action: City to consider release of reverter clause regarding two parcels of land donated to the Greater Lake City Community Development Corporation on January 5, 2009 via City Council Resolution No. 2009-005 for permanent affordable housing. (Interim City Manager Dee Johnson)

Mr. Johnson stated the City donated two parcels of land via City Council Resolution No. 2009 - 005, exclusively for affordable housing. He stated parcel one, 627 NE Washington Street, has been developed, however, parcel two, 204 Escambia has not. Per the resolution, both projects were to be completed with a certificate of occupancy within three years from the date of the deed, or the property should revert back to the City. He reported the resolution does not include any verbiage related to waving fees.

Mr. Kennon cited Florida Statute 166.045 relating to affordable housing and the use of the reverter clause.

Members concurred a Quit Claim Deed to clean the title up to remove the reverter clause from parcel one, 627 NE Washington Street, and only waive tap and impact fees if the owner qualifies.

**Mr. Sampson made a motion to release the reverter clause on parcel one, 627 NE Washington Street. Mr. Hill seconded the motion.**

Ms. Sikes confirmed with Mr. Kennon, action to remove the reverter clause would come back to the council as a resolution.

**A roll call vote was taken and the motion carried.**

<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

17. Discussion and Possible Action: Council to elect Vice-Mayor to serve January 2024 to December 2024 (Mayor Stephen Witt)

**Mr. Sampson made a motion for Mr. Hill to serve as Vice-Mayor from January 2024 to December 2024. Mr. Jernigan seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

18. This item moved up on the agenda prior to Item #4.

19. Springs Grant – Emergency Item

Shannon Williams, Director of Grant Services with Gateway Grant Writing & Administration, Inc. presented members with a program overview of the Springs Grant funding request for the Gwen Lake Project. This was added as an Emergency item on the agenda due to time sensitivity of the grant deadline.

**Mr. Hill made a motion to approve the Springs Grant application for Gwen Lake, as an Emergency Item due to the time sensitivity of the grant deadline. The motion provides authorization for Ms. Sikes to assign the next resolution number to this item. Mr. Sampson seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Hill</b>	<b>Aye</b>
<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

After the meeting, City Council Resolution No. 2023-155 was assigned. A resolution of the City Council of the City of Lake City, Florida, ratifying the voice vote of the City Council and authorizing the filing of a fiscal year 2024-2025 Florida Springs Grant for the Gwen Lake Project with the Department of Environmental Protection; providing for conflicts; and providing for an effective date.

**DEPARTMENTAL ADMINISTRATION**

20. Approval of job descriptions for the Growth Management, Fire, Airport, GIS, and Customer Service 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 final set of job descriptions will be presented for council review on the next agenda. (Interim City Manager Dee Johnson)

**Mr. Jernigan made a motion to approve the job descriptions for the Growth Management, Fire, Airport, GIS and Customer Service Departments. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mr. Hill</b>	<b>Aye</b>
<b>Mr. Sampson</b>	<b>Aye</b>
<b>Mayor Witt</b>	<b>Aye</b>

#### COMMENTS BY COUNCIL MEMBERS

Mayor Witt reported upcoming dates of interest: Holiday Market December 9, 2023 from 9AM – 4PM; Christmas Parade December 9, 2023 at 6PM; Martin Luther King Parade January 15, 2024 at 10AM.

Mr. Hill asked Mr. Johnson to extend an invitation to City Directors for the North East Florida League of Cities Dinner Meeting the City would be hosting at Halpatter Brewery at 7PM on Thursday, December 7, 2023.

Ms. Young inquired about the City Attorney receiving a 3% raise. Mr. Johnson reported per the contract agreement the attorney receives a 3% increase every year on October 1<sup>st</sup>.

Ms. Young clarified how the Mariah funds were coming along in the process, as there had been another murder on Long Street. Mr. Johnson reported an application is complete and would be sent to Council.

Ms. Young requested a separate Workshop to discuss the Mariah Fund.

Mr. Sampson requested an item to discuss dates of upcoming workshops: the Mariah Fund; affordable housing; council decorum and application process for public assistance.

Mr. Hill requested a City vehicle for Council utilize on Wednesday, December 6, 2023 for Ethics training in Gainesville.

#### ADJOURNMENT

**Mr. Sampson made a motion to adjourn at 6:48 PM. Mr. Jernigan seconded the motion and the motion carried unanimously on a voice vote.**

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Stephen M. Witt, Mayor/Council Member

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Audrey Sikes, City Clerk