

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on March 18, 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.
Chevella Young
Ricky Jernigan
James Carter

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

Clay Martin
Dee Johnson
Chief Gerard Butler
Audrey Sikes

PROCLAMATIONS – None

MINUTES

1. February 20, 2024 Regular Session Meeting
2. February 26, 2024 Special Called Council Meeting
3. February 26, 2024 Council Workshop
4. March 4, 2024 Regular Session

Mr. Hill made a motion to approve the February 20, 2024 Regular Session, February 26, 2024 Special Called Council Meeting, February 26, 2024 Council Workshop, and March 4, 2024 Regular Session minutes as presented. Mr. Jernigan seconded the motion and the motion carried unanimously on a voice vote.

APPROVAL OF AGENDA

Mayor Witt reported Item #7 needed to be removed from the agenda as the honoree was unable to attend the meeting. **Mr. Carter made a motion to approve the agenda as amended. Mr. Hill seconded the motion and the motion carried unanimously on a voice vote.**

PUBLIC PARTICIPATION – PERSONS WISHING TO ADDRESS COUNCIL

- Sylvester Warren
- Ben Loftstrom
- Brian Pitman

APPROVAL OF CONSENT AGENDA

5. Approval to transfer funds in the amount of \$34,000.00 from Professional Services, account 410.72.536-030.31, to Capital Outlay Infrastructure, account 410.72.536-060.63, to cover the cost of upgrading Programable Logical Controllers (PLC), soft starters and other intergraded equipment at the Water Treatment Plant. The funds are budgeted for this fiscal year.
6. Approval to award Bid No. ITB-007-2024 Annual Tree Removing, Stump Grinding and Mulching Contract to Looks Great Services of MS, Inc., the lowest bidder.

Mr. Carter 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

7. City Council Resolution No. 2024-025 - A resolution of the City of Lake City, Florida, changing the name of that certain segment of Northeast Railroad Street situated between North Marion Avenue and Northeast Davis Avenue; designating the name of said segment henceforth to Northeast Presley Lane within the City of Lake City, Florida; providing for conflicts; providing for severability; providing an effective date.

This Item was removed during approval of agenda.

OLD BUSINESS – None

NEW BUSINESS

Ordinances – None

Resolutions

8. City Council Resolution No. 2024-024 - A resolution of the City of Lake City, Florida, approving that certain State Highway Lighting, Maintenance, and Compensation work order for Fiscal Year 2024-2025 Agreement with the State of Florida Department of Transportation for maintenance of certain highway lighting facilities located in the City of Lake City; 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 said Agreement; repealing all prior resolutions in conflict; and providing an effective date.

PUBLIC COMMENT: Sylvester Warren

Mr. Hill made a motion to approve City Council Resolution No. 2024-024. Mr. Carter seconded the motion. A roll call vote was taken and the motion carried.

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

- City Council Resolution No. 2024-026 - A resolution of the City of Lake City, Florida, authorizing Task Assignment Number One pursuant to the continuing contract with RS&H, Inc., a Florida Corporation; providing for professional construction, engineering, and inspection services associated with improvements to Southwest Grandview Street; making certain findings of fact in support of the City approving said Task Assignment; recognizing the authority of the Mayor to execute and bind the City to said Task Assignment; authorizing the City Manager with the consent of the City Attorney to make minor changes to the scope of work of the Task Assignment provided such changes do not increase the quoted price in the Task Assignment; repealing all prior resolutions in conflict; and providing an effective date.

PUBLIC COMMENT: Sylvester Warren

Mr. Carter made a motion to approve City Council Resolution No. 2024-026. Mr. Hill seconded the motion. A roll call vote was taken and the motion carried.

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

- City Council Resolution No. 2024-027 - A resolution of the City of Lake City, Florida, approving that certain Agreement between the City and the State of Florida Department of Transportation for Administration of State Grant Funds pursuant to Financial Project Number 434923-1-94-24 for the design and construction of a hangar at the Lake City Gateway Airport; 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; repealing all prior resolutions in conflict; and providing an effective date.

PUBLIC COMMENT: Sylvester Warren

Mr. Hill made a motion to approve City Council Resolution No. 2024-027. Mr. Carter seconded the motion. A roll call vote was taken and the motion carried.

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

11. City Council Resolution No. 2024-030 - A resolution of the City of Lake City, Florida, approving Change Order Number Three to that certain contract between the City and SGS Contracting Services, Inc. as said contract was approved and adopted pursuant to City of Lake City Resolution No. 2023-099; pursuant to said Change Order Number Three extending to May 24, 2024 the date of completion of the Rehabilitation Project at the City of Lake City's Waste Water Treatment Plant as such date of completion was initially set forth in said contract; making certain findings of fact in support of the City approving said Change Order; recognizing the authority of the Mayor to execute and bind the City to said Change Order; repealing all prior resolutions in conflict; and providing an effective date. (St. Margarets) **Mr. Hill made a motion to approve City Council Resolution No. 2024-030. Mr. Carter seconded the motion. A roll call vote was taken and the motion carried.**

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

Other Items

12. Discussion and Possible Action: Nomination(s) for the Northeast Florida League of Cities \$500.00 donation to a local non-profit agency/organization/entity. All applications must be received by April 10. (Mayor Stephen Witt)

Mr. Hill made a motion to nominate the North Florida Center of Excellence, Inc. for the Northeast Florida League of Cities Donation to non-profits in the amount of \$500.00. Ms. Young seconded the motion. A roll call vote was taken and the motion carried.

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

Note: Mr. Hill provided Ms. Sikes with completed application and supporting documentation.

13. Informational Purposes Only - City Attorney Folds Walker, LLC invoice for January 2024.

DEPARTMENTAL ADMINISTRATION

14. Discussion and Possible Action: Approval to create an additional Records Coordinator position (Grade 2) in the Lake City Police Department Records Unit to keep up with the influx of public records request. This position will be funded from the 10 Communications Officer position (Grade 1) being removed from the Police Position Schedule when the Dispatch Center is moved to the County. (Chief Gerald Butler)

Chief Butler explained the need for an additional Records Coordinator position due to the influx of public records requests.

PUBLIC COMMENT: Sylvester Warren

Mr. Jernigan made a motion to approve an additional Records Coordinator position (Grade 2) in the Lake City Police Department Records Unit. Mr. Carter seconded the motion. A roll call vote was taken and the motion carried.

Mr. Jernigan	Aye
Mr. Carter	Aye
Mr. Hill	Aye
Ms. Young	Nay
Mayor Witt	Aye

COMMENTS BY COUNCIL MEMBERS

Mr. Carter recognized Water Treatment Plan Director Mike Osborne, and employees Brandon Chasteen, John Conyers, Earl Crossman, Daniel Moore, Aubrey Parrish, and Al Sloan, after touring the facility.

Members discussed the City Manager interview process scheduled for next month. Ms. Sikes provided a draft interview process for review.

Mr. Hill requested an update on the Gwen Lake Project. Mr. Johnson reported the information on the grant was still pending at this time.

ADJOURNMENT

Mr. Jernigan made a motion to adjourn at 6:43 PM. Mr. Carter seconded the motion and the motion carried unanimously on a voice vote.

Stephen M. Witt, Mayor/Council Member

Audrey Sikes, City Clerk