



# Lake City Fire Department

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225 NW Main Blvd., Suite 101, Lake City, FL 32055  
Phone: 386-752-3312 Fax: 386-758-5424

Fire Chief  
Joshua Wehinger

## MEMORANDUM

Date: January 28, 2026

To: Don Rosenthal, City Manager  
Angie Taylor Moore, Finance Director  
BillieJo Bible, Director of Human Resources

From: Chief Joshua Wehinger *JW*

RE: Fire Training Officer, Salary justification

At the May 19<sup>th</sup>, 2025 City Council Meeting, the Fire Training Officer position was approved by Council as a Permanent Part-Time position at \$60,000 annually with no benefits, over-time, or paid leave time. As a Permanent Part-Time position, the \$60,000 approved budgeted salary amount was not carried over from 2025 to the current 2026 budget. The salary was figured at \$30,588.27, as permanent part-time at 1040 hours annually not at the previously approved rate of \$60,000 annually. In order to correct this, effective 1/19/2026 the salary difference of \$29,411.73 is to be covered by the Fire Department's over-time budget. The position will continue to be paid \$60,000 annually, with no benefits, over-time, or paid leave; with the exception of the required Fire Pension.

Please see approved Report to Council along with breakdown of money saved by this position for the justification of the approved position

JW



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RE: Fire Training Officer, Salary justification

Currently, the Training Officer is teaching most all classes provided by the Florida State Fire College which saves the department on average \$1,800 per student by not sending them to class out of town.

Currently, the Training Officer is servicing all apparatus within the fire department which saves the department \$185 per hour of labor.

JW

<b>MEETING DATE</b>
May 19, 2025

# CITY OF LAKE CITY

## Report to Council

COUNCIL AGENDA	
<b>SECTION</b>	
<b>ITEM NO.</b>	

**SUBJECT:**

**DEPT / OFFICE:** Fire Department

**Originator:** Joshua Wehinger, Fire Chief

<b>City Manager</b> Don Rosenthal	<b>Department Director</b> Joshua Wehinger	<b>Date</b> 4-22-2025
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**Recommended Action:**

Remove 4 part time positions and replace with 1 part time Training Officer Position.

**Summary Explanation & Background:**

I would like to utilize the funding set aside for the 4 part time firefighter positions to be moved to 1 part time Training Officer Position set at \$60,000 per year. We would remove the 4 part time firefighter positions and replace with 1 Training Officer Position. This allows us to save money by training our staff in-house and not having to send them to other training facilities.

**Alternatives: Remain Status Quo**

**Source of Funds: Reallocate funds**

**Financial Impact: Savings in training budget and assist in lowering ISO rate**

**Exhibits Attached:**

SKM\_C250i25051411160.pdf (0.13 MB)

May 19, 2025  
Meeting

## Public Participation - 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](mailto: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.*

## Approval of Consent Agenda

### 2. Minutes - March 31, 2025 City Council Workshop

Workshop Minutes 3-31-2025 final AES.pdf (0.02 MB)

### 3. Minutes - April 7, 2025 Regular Session

Regular Session Minutes 4-7-2025 final AES.pdf (0.03 MB)

Form 8 Tammy Harris 4-7-2025 Meeting.pdf (0.16 MB)

### 4. Minutes - April 21, 2025 City Council Workshop

Workshop Minutes 4-21-2025 final AES.pdf (0.02 MB)

5. City Council Resolution No. 2025-043 - A resolution of the City of Lake City, Florida, consenting to the assignment to CPH Consulting, LLC., a Delaware Limited Liability Company by Mittauer & Associates, Inc., a Florida Corporation of that certain agreement between the City and said Mittauer & Associates, Inc.; making certain findings of fact in support of the City consenting to said assignment; recognizing the authority of the Mayor to execute and bind the City to said consent to assignment; directing the Mayor to execute and bind the City to said consent to assignment; repealing all prior resolutions in conflict; and providing an effective date.

RTC Mittauer Engineering 1st Amendment (v.2).pdf (0.83 MB)

Lake City - Client Notification.pdf (0.05 MB)

RES 2025-043 -- Amend Contract (Mittauer & Assoc) (v.3).pdf (1.78 MB)

6. City Council Resolution No. 2025-074 - A resolution of the City of Lake City, Florida, approving that certain job position and description for Fire Fighter Training Officer; making certain findings of fact in support of the City approving said position and description; directing the City Manager to update the City's Position Descriptions Manual with said revised position and description; repealing all prior resolutions in conflict; and providing an effective date.

[Report to Council Training officer.pdf \(0.02 MB\)](#)

[RES 2025-074 -- Fire Dept Training Officer Position \(Change Position\).pdf \(0.26 MB\)](#)

7. City Council Resolution No. 2025-076 - A resolution of the City of Lake City, Florida, adopting the evaluation and tabulation of responses to that certain Invitation to Bid Number 011-2025 for HVAC repair and maintenance awarding said Bid to Sherman Mechanical Contractors, LLC., a Florida Limited Liability Company; approving the agreement with said vendor; making certain findings of fact in support thereof; 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.

[RTC- HVAC.pdf \(0.20 MB\)](#)

[RES 2025-076 -- ITB-011-2025 \(Sherman Mechanical Contractors\) \(HVAC-Contract\).pdf \(4.03 MB\)](#)

8. City Council Resolution No. 2025-077 - A resolution of the City of Lake City, Florida, accepting the donation of a utility trailer manufactured by J&E Custom Utility Trailers, LLC (VIN -1J9BU1628S1471181) from the Citizens Police Academy Alumni Association, Inc., a 501(c)(3) Corporation, for use by the Lake City Police Department; making certain findings of fact in support of the City accepting said donation; recognizing the authority of the Mayor to execute such documents as are necessary to transfer ownership of said utility trailer to the City of Lake City for use by the Lake City Police Department; directing the Mayor to execute such documents as are necessary to transfer ownership of said utility trailer to the City of Lake City for the use by the Lake City Police Department; repealing all prior resolutions in conflict; and providing an effective date.

[Report to Council for 5-19-25 Donation of Utility Trailer.pdf \(0.27 MB\)](#)

[RES 2024-077 -- LCPD Utility Trailer.pdf \(0.13 MB\)](#)

9. City Council Resolution No. 2025-082 - A resolution of the City of Lake City, Florida, authorizing the submission of that certain application by the City to the State of Florida Department of Commerce seeking a grant for the allocation of Community Development Block Grant Funds for the repaving of a segment of NE Martin Luther King, Jr. Street in the City of Lake City; making certain findings of fact in support of the City amending 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.

[RES 2025-082 -- CDBG Application \(003\).pdf \(0.87 MB\)](#)

## Presentations

10. Discussion and Possible Action - Michael Cavendish, Cavendish Partners - Second

bind the City to said consent to assignment; repealing all prior resolutions in conflict; and providing an effective date.

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**Mr. Carter made a motion to approve the consent agenda as presented. Ms. Harris seconded the motion. A roll call vote was taken and the motion carried.**

<b>Mr. Carter</b>	<b>Aye</b>
<b>Ms. Harris</b>	<b>Aye</b>
<b>Ms. Young</b>	<b>Aye</b>
<b>Mr. Jernigan</b>	<b>Aye</b>
<b>Mayor Walker</b>	<b>Aye</b>