

**REGULAR MEETING
LEVY COUNTY BOARD OF COUNTY COMMISSIONERS
JANUARY 21, 2025**

The Regular Meeting of the Board of Levy County Commissioners was held on January 21, 2025 at 6:00 P.M. in the Meeting Room of the Levy County Annex Building with the following Commissioners present:

Chairman, Comm. Desiree Mills
Comm. Tim Hodge
Comm. Rock Meeks
Comm. Charlie Kennedy
Comm. Johnny Hiers

Also present were: County Attorney – Nicolle Shalley
County Manager – Mary-Ellen Harper

Chairman Mills called the Meeting to order at 6:00 P.M. Comm. Meeks gave the invocation, followed by the Pledge of Allegiance led by Comm. Kennedy.

EXPENDITURES

Comm. Meeks made a motion to approve the following expenditures presented for payment. Second was made by Comm. Hodge and the MOTION CARRIES.

CHECK NUMBER	154244-154389
FUND	AMOUNT
GENERAL REVENUE	984,042.17
ROAD	117,665.78
SHIP	6,178.75
MOSQUITO CONTROL	1,115.00
TRANSPORTATION	12,248.20
COURT FACILITIES	3,736.02
MISC GRANTS	5,057.96
EMS	235,482.03
FIRE	193,735.71
TOURIST DEVELOPMENT	8,540.38
UTILITIES	2,140.04
BLDG INSPECT & SAFETY	168,182.16
CAPITAL PROJECTS	14,450.00
ROAD IMPRV & RESTORE	6,616.62
LANDFILL	95,589.64
MSBU'S	
TOTAL	\$ 1,854,780.46
EFT/ACH PAYMENT	\$ 58,643.45

AGENDA ADDITIONS, DELETIONS, MODIFICATIONS

Comm. Mills stated a representative from Citrus County had contacted her and requested their item be removed from the agenda.

Comm. Hodge made a motion to approve the agenda with the change as stated by Comm. Mills. Second was made by Comm. Kennedy and the MOTION CARRIES.

RECOGNIZE ELECTED OFFICIALS

Matt Brooks, Clerk of Court announced closures for his office as well as the Clerk’s offices of Baker, Gilchrist and Union Counties. This decision is directed by Chief Judge Mosley due to expected impacts from the approaching winter storm. Mr. Brooks then stated James, Moore & Company is proceeding with the county’s annual audit. Mr. Brooks also mentioned some changes made to the Clerk of Court website in an effort to continue making things accessible to the public.

Comm. Mills stated the Property Appraiser, Tax Collector and Supervisor of Elections offices are also closed tomorrow. The Board of County Commissioners’ office will be open.

**BUSINESS OR INFORMATIONAL ITEMS
CODE ENFORCEMENT**

Dave Banton, Code Enforcement Officer (8:12)

Requesting the Board to receive an update on Levy County Code Enforcement Initiatives. The Levy County Code Enforcement Department is beginning Quarterly initiatives to improve code compliance within the county and the focus for the First Quarter of 2025 is Signs.

Audience members who spoke regarding this item were: Robert Turnipseed, Hometown Realty, Brad Smith, United Country Real Estate, Jimmy Vickers, Vickers Heating & Air, Paige Brookins, Treasure Camp Restaurant, Fred Wynans.

Atty. Shalley spoke of the Code Enforcement Ordinance, providing explanation of the part dealing with signs.

Comm. Mills stated she was interested in hiring a consultant to review the current Ordinance portion dealing with signage and make recommendations for changes.

Following discussion, the Commissioners agreed by consensus to direct staff to meet, and to make recommendations to the Board at a future meeting of a consultant and when a workshop should be scheduled.

The Board agreed to direct Code Enforcement to pause sign enforcement of signs until a decision can be made.

LEVY COUNTY COMMISSIONER

Charlie Kennedy, District 1 (59:06)

Requesting Board discussion and staff direction for increasing the purchase thresholds set forth in the Levy County Code of Ordinances. Currently, the amounts are:

Micro-Procurement	\$0.01 - \$4,999.99	
Small Procurement	\$5,000 - \$25,000	3 quotes required
Competitive Sealed Bids	\$25,001 or more	

Comm. Kennedy suggested the Micro-Procurement amount be raised from \$4,999 to \$10,000 with no quote. Procurement Coordinator, Ali Tretheway provided further information and requirements for each threshold amount.

Comm. Kennedy made a motion to approve changing the Micro-Procurement maximum amount to \$10,000. Second was made by Comm. Hodge and discussion followed.

Atty. Shalley repeated the changes her office would make to the Ordinance. The Ordinance would then come back to the Board for their approval.

Comm. Kennedy withdrew his motion and instead requested Mrs. Tretheway bring back further information to the Board of what the new amounts would be and requirements for each before making a decision. Comm. Hodge also withdrew his second.

COUNTY MANAGER

Mary-Ellen Harper (1:20:06)

- A. ~~Requesting Board approval of a letter of support for the proposed Cross Florida Barge Canal Boat Ramp legislative initiative proposed by Citrus County. removed from agenda~~
- B. Requesting the Board receive an update on Levy Public Safety Initiatives. This update is given as a result of inquiries by Commissioners regarding the Quarterly Public Safety Write-Off's approved for the 4th Quarter of Fiscal Year 2024. Mrs. Harper explained staff efforts related to this project.
- C. (1:29:20) Requesting the Board receive first quarter fiscal year quarterly reports for October 1, 2024 – December 31, 2024. All Levy County Departments will now submit quarterly reports. The purpose of these reports is for the Department Heads to share the activities and accomplishments of their Department with the Board of County Commissioners and the Public. Going forward, 1-2 Departments will report at each meeting.
- D. (1:40:00) Requesting Board approval of a new Organizational Structure to include Division Directors. The current budget includes an appropriation of \$74,000 for a Public Information Officer. As the position is vacant, this funding can be reallocated to fund the proposed pay scale for the new organizational structure. The proposed organizational structure reduces the County Manager's span of control from 19 Department Directors to 12 Division Directors and incorporates the quasi-departments into the organizational structure. Each Division Manager has a span of control of five or fewer departments, allowing for improved communication, increased efficiency due to inter-departmental collaboration, and better accountability within all departments.

Audience member, Linda Cooper requested the job description for the Division Directors be made available to the public.

Following discussion, Comm. Kennedy made a motion to Table this item until the next meeting. Second was made by Comm. Hiers and the MOTION CARRIES.

DEPARTMENT OF PUBLIC SAFETY

Alesha Renaudo, representing Mitch Harrell, Director (2:22:07)

Requesting Board approval of the ESO Subscription Agreement in the amount of \$35,502.56 (which includes one-time fees of \$11,180 and annual recurring fees of \$24,322.56) for a software system for Fire and EMS reports for the Department of Public Safety.

Comm. Meeks made a motion to approve the ESO Subscription Agreement as requested. Second was made by Comm. Hodge and the MOTION CARRIES.

EMERGENCY MANAGEMENT

Leatha Keene, Director (2:22:55)

- A. Requesting Board approval of the DR4806 Hurricane Debby Agreement (Z4229) between Levy County and Florida, Division of Emergency Management. The Federally funded Subaward and Grant Agreement for Hurricane Debby, DR4806 (Agreement No. Z4229) (the "Agreement") with the State of Florida, Division of Emergency Management to authorize projects related to Hurricane Debby and for reimbursement for eligible project expenses.

Comm. Meeks made a motion to approve the DR4806 Hurricane Debby Agreement (Z4229) as requested. Second was made by Comm. Hodge and the MOTION CARRIES.

- B. (2:24:00) Requesting Board approval of Resolution 2025-4; A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEVY COUNTY, FLORIDA, AMENDING THE FINAL BUDGET FOR FISCAL YEAR 2024-2025 IN THE AMOUNT OF \$1,500,000 DUE TO ADDITIONAL REVENUE FROM AN ARPA GRANT THROUGH THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT; AND PROVIDING AN EFFECTIVE DATE.

Comm. Meeks made a motion to approve Resolution 2025-4 as requested. Second was made by Comm. Kennedy and the MOTION CARRIES.

The meeting recessed at 8:25 P.M.

The meeting reconvened at 8:32 P.M.

PLANNING & ZONING

Tara Howell, Director (2:25:05)

Presentation on Impervious Surface Ratio (ISR) per request by the Board at the December 10, 2024 Regular Meeting.

PROCUREMENT

Alicia Tretheway, Coordinator

- A. (2:42:45) Requesting Board approval to appropriate Reserves (Contingency) for the Fire Protection, Solid Waste Assessment, and EMS Tax Assessment Program Study in the amount of \$88,500. The funding for this budget amendment will come from Reserve Accounts:

EMS:	116-9900-526-99010	\$24,500
FIRE:	120-9900-522-99010	\$34,000
SOLID WASTE:	402-9900-534-99010	\$30,000

Comm. Meeks made a motion to approve appropriating Reserves (Contingency) as requested. Second was made by Comm. Hiers and the MOTION CARRIES.

- B. (2:44:07) Requesting Board approval of Change Order No. 6 to the Agreement between Levy County and McLauchlin & Company for the Development Department Office Renovations in the amount of \$4,724.40. The total cost of change order to date is \$43,669.40. The original cost of the project was \$869,000 and the total new cost of the project is \$912,669.40.

Comm. Meeks made a motion to approve Change Order No. 6 to the Agreement with McLauchlin & Company for the Development Department Office Renovations as presented. Second was made by Comm. Kennedy and the MOTION CARRIES.

- C. (2:45:33) Requesting Board approval of RESOLUTION 2025-5, A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEVY COUNTY, FLORIDA, AMENDING THE FINAL BUDGET FOR FISCAL YEAR 2024-25 IN THE AMOUNT OF \$4,725 DUE TO A CHANGE ORDER FOR DEVELOPMENT DEPARTMENT OFFICE RENOVATIONS; AND PROVIDING AN EFFECTIVE DATE.

Comm. Meeks made a motion to approve Resolution 2025-5 as requested. Second was made by Comm. Hodge and the MOTION CARRIES.

ROAD DEPARTMENT

Alice LaLonde, Administrative Coordinator

- A. (2:46:11) Requesting Board approval of RESOLUTION 2025-01, A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEVY COUNTY, FLORIDA, UPDATING REFERENCES TO COUNTY MANAGER AND UPDATING SIGNATURE AUTHORITY FOR CERTAIN AMENDMENTS AND DOCUMENTS REQUIRED BY THE TRAFFIC SIGNAL MAINTENANCE AND COMPENSATION AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION; AND PROVIDING AN EFFECTIVE DATE.

Comm. Hodge made a motion to approve Resolution 2025-01 as requested. Second was made by Comm. Hiers and the MOTION CARRIES.

- B. (2:47:18) Requesting Board approval of RESOLUTION 2025-02, A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF LEVY COUNTY, FLORIDA, APPROVING A PUBLIC TRANSPORTATION GRANT AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION AND AUTHORIZING THE EXECUTION OF THE AGREEMENT, AND ALL RELATED DOCUMENTS, FOR THE DESIGN AND CONSTRUCTION OF SHORELINE RESTORATION AT THE RUNWAY 5 END AT GEORGE T. LEWIS AIRPORT IN LEVY COUNTY, FLORIDA. Local funds will not be required for the Project because Levy County is eligible for and has requested a Rural Economic Development Initiative (REDI) waiver, except if the expenses are in excess of the \$380,000 FDOT funding or there are any cost overruns or deficits involved.

Comm. Meeks made a motion to approve Resolution 2025-02 as requested. Second was made by Comm. Hodge and the MOTION CARRIES.

- C. (2:49:30) Discussion of proposed donated right-of-way property on NE 60th St., A/K/A CR 102. The proposed right-of-way was originally presented to the Board on June 18, 2024 and the Road Department would like to discuss staff recommendations for this parcel. Mrs. LaLonde stated the property is of no use for the Road Department and they would not be accepting the donation.
- D. (2:51:13) Requesting the Commissioners review the priority ranking of roadway project in the 5 year Capital Improvement Plan and direct staff to apply for FDOT funding.

Following review by the Board, Comm. Hodge made a motion to direct staff to apply for FDOT funding for the roadway projects presented in the 5 year Capital Improvement Plan as requested. Second was made by Comm. Hiers and the MOTION CARRIES.

HOUSING DEPARTMENT

Marlon Gayle, Housing Planner (2:52:18)

Requesting Board appointment of Cory Winingham to the Levy County Affordable Housing Advisory Committee (AHAC). The appointment term begins January 21, 2025 and ends on November 2, 2025 with the option of subsequent two-year term re-appointments.

Comm. Meeks made a motion to appoint Cory Winingham to the Levy County Affordable Housing Advisory Committee as requested. Second was made by Comm. Hodge and the MOTION CARRIES.

COMMISSIONERS' REPORTS

Comm. Meeks (2:54:00) reminded everyone to take extra care to keep their pets warm during the below-average temperatures for the next few days.

Comm. Hodge (2:54:53) spoke of meetings he will be attending in the next week and will give reports at the next meeting.

Comm. Hiers (2:55:17) spoke of the paving of parking areas behind the old stores in downtown Williston, which will begin soon.

Comm. Mills (2:56:15) reported of items approved at the recent Transportation Disadvantaged meeting and of a Tourist Development Council meeting. Comm. Mills also reported of a meeting she and other county staff had with representatives from the Florida Rural Water Association about doing a water study for Levy County concerning its water systems.

MINUTES

(2:58:32) The minutes for the Regular Meeting held November 5, 2024 were presented for Board approval.

Comm. Meeks made a motion to approve the minutes for the Regular Board meeting held November 5, 2024 as presented. Second was made by Comm. Kennedy and the MOTION CARRIES.

THERE BEING NO FURTHER BUSINESS TO COME BEFORE THE COMMISSION, THE MEETING ADJOURNED AT 9:06 P.M.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
LEVY COUNTY, FL

Clerk of Court, Matt Brooks

Chairman, Desiree Mills