



## COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. The first meeting of every month is at 9:30AM while the second meeting of every month takes place at 5:30PM. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 6/13/2025 Meeting Date: 6/18/2025

Department: BCC Administration

**1. Nature and purpose of agenda item:**

Minutes - Regular Meeting - 5/15/2025

**2. Recommended Motion/Action:**

Approve

**3. Fiscal impact on current budget.**

This item has no effect on the current budget.

Columbia County  
Board of County Commissioners

Minutes of  
**May 15, 2025**

The Columbia County Board of County Commissioners met in a regular scheduled meeting in the auditorium of the School Board Administrative Complex at 5:30 a.m. The meeting opened with prayer and the Pledge of Allegiance to the Flag of the United States of America followed.

Commissioners in Attendance: Chairman Timothy Murphy, Kevin Parnell, Robby Hollingsworth and Everett Phillips, Rocky Ford

Others in Attendance: County Manager David Kraus (“CM”)  
Assistant County Manager Kevin Kirby (ACM”)  
County Attorney Joel Foreman  
Deputy Clerk Tricia Carter

**Agenda Additions/Deletions**

Additions:

Deletions:

CM Kraus - Remove Discussion Item #10

MOTION by Commissioner Hollingsworth to approve the agenda as amended.  
SECOND by Commissioner Phillips. The motion carried unanimously.

**Proclamations**

Tim Murphy, Chairman

- 1) Proclamation No. 2025P-13 - Public Safety Memorial Month

The Board of County Commissioners of Columbia County, Florida, the month of May 2025 as Public Safety Memorial Month in Columbia County, Florida and encourage all citizens to support our public safety professionals and their families, while remembering our heroes whose lives were lost while protecting Columbia County citizens.

MOTION by Commissioner Phillips to approve Proclamation No. 2025-13.  
SECOND by Commissioner Ford. The motion carried unanimously.

**Consent Agenda:**

MOTION by Commissioner Ford to approve the consent agenda as amended.  
SECOND by Commissioner Hollingsworth. The motion carried unanimously.

- 1) BCC Finance - BA 25-38 Insurance Reimbursements to Respective Departments: Fire Department - \$10,953; Transportation Trust - \$66,149
- 2) BCC Finance - Bills and Vouchers - 5/7/25- \$1,602,076
- 3) Fire Department - BA 25-41 Grant Reimbursement from Florida Department of Health - \$8,804
- 4) Human Resources - Correct Utility Department Authorized Position Titles
- 5) Human Resources - Unpaid Leave Request - Wehrli
- 6) Public Works - Osceola Forest Clean-up
- 7) Public Works - Right of Way Easement
- 8) Public Works - Utility Permit - Columbia County School Board Requesting to Install Sewer Force Main on SE Llewellyn Ave for Construction of Eastside Elementary.
- 9) Public Works - Utility Permit - Cox Communications Requesting to Run a Line on SW Utah and SW Riverside.
- 10) Public Works - Utility Permit - Cox Communications Requesting to Run a Line on SW Utah and SW Riverside.
- 11) Public Works - Utility Permit -AT&T Requesting to Install a Line on SE Bailey St.
- 12) Public Works - Utility Permit - Florida Gas Transmission Company Requesting to Install a Line on SW Dyal Ave.
- 13) Public Works - Utility Permit - FP&L Requesting to Install Wood Poles on SE Eloise Ave.

14) Zoning Department - SFLP250401 - Special Family Lot Permit - John & Joy Nettles for Son, Joshua - District 3

15) Zoning Department - SFLP250501 - Special Family Lot Permit - Marvin Brown for Son, Mitchell - District 4

MOTION by Commissioner Ford to the consent agenda as amended. SECOND by Commissioner Parnell. The motion carried unanimously.

### **Discussion and Action Items**

Joel Foreman, County Attorney

1) Approval of Donation from Suwannee River Water Management District

MOTION by Commissioner Hollingsworth to approve donations of lands at Buck Glen from Suwannee River Management District to Columbia County. SECOND by Commissioner Ford. The motion carried unanimously.

Kevin Kirby, Assistant County Manager

2) Donation of Mower to Annie Mattox Board

Staff requested to donate a 2016 Scag Zero Tum Mower – Asset #14885 to the Annie Mattox Park Board. Once Approved, it will be removed from Counties inventory.

MOTION by Commissioner Parnell to approve donation. SECOND by Commissioner Ford. The motion carried unanimously.

3) Richardson Lighting of Pickle Ball Court

Pickle Ball players requested changes to the schedule for lighting the outdoor courts at the Richardson Community Center.

Drawdy Lance & Clint Pittman addressed to Board.

MOTION by Commissioner Ford to approve recommendation by the Landscaping and Parks Director. SECOND by Commissioner Phillips. The motion carried unanimously.

David Kraus, County Manager

4) Update on FDEP Septic Tank Program and Proposed Development Permits

Beginning in August, the Florida Department of Environmental Protection will start issuing septic tank permits for this region of the State. This will primarily be an on-line process and will significantly impact the way the County handles building permitting.

Building and Zoning Department offered presentation.

Discussion ensued, no motion was made.

5) Lake City Reporter Building Update

Staff reviewed the plans to renovate the Lake City Reporter Building

MOTION by Commissioner Hollingsworth to approve renovations plans.  
SECOND by Commissioner Ford. The motion carried unanimously.

6) Approval of Lease Agreement Form – Old Lake City Reporter Building

MOTION by Commissioner Hollingsworth to approve the attached form lease for use at the old Lake City Reporter Building. SECOND by Commissioner Parnell. The motion carried unanimously.

7) Tourist Development Council – Alternate Appointments

Tourist Development Council Alternate Appointments for Stacy Hall and Tessa Mock.

MOTION by Commissioner Hollingsworth to approve the appointments of Stacy Hall and Tessa Mock as alternates to the Tourist Development Council.  
SECOND by Commissioner Parnell. The motion carried unanimously.

8) Repair of Utility Electrical Panels – Hydra Service, Inc. - \$30,100

As part of the FY 2025 budget, the Commission approved an \$80,000 capital project to repair and replace the electrical panels that serve the Ellisville Utilities. Hydra Services provided the low estimate at \$30,100. This is just for the equipment and does not cover installation and site work.

MOTION by Commissioner Hollingsworth to approve awarding quote to panel repairs to Hydra Services, Inc for \$30,100. SECOND by Commissioner Parnell. The motion carried unanimously.

9) BA 25-40 – Computer Software Updates – Budget Amendment #2 – Sheriff's Office - \$70,430

Microsoft will end support for the 2016 versions of Exchange and Office applications by October 1, 2025. Sheriff requests funds to update software to current version. County IT has recently completed this upgrade for BOCC software.

MOTION by Commissioner Ford to approve BA 25-40. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

~~10) BA 25-39 – Economic Incentive NFIMP Retention Pond \$70,000~~

11) Renewal Contract for 911 Call Processing Equipment and Logging Recorders – AK Associates - \$131,284.88

Currently, the County 911 Center has a self-renewing contract with AK Associates to provide maintenance & support of our Motorola VESTA 911 call processing equipment and EVENTIDE logging recorders. This agreement details the annual cost for the next 5-years. The previously approved State Spring 2025 911 Reimbursement grant agreement covers this contract with no match required.

MOTION by Commissioner Hollingsworth to approve contract. SECOND by Commissioner Parnell. The motion carried unanimously.

12) Duke Energy Grant Opportunity - \$25,000

The Duke Energy Florida Economic Development team is offering grant funding through the Duke Energy Foundation. This grant opportunity provides local, regional, and state economic development organizations the opportunity to apply for grants up to \$25,000 to fund marketing and strategic initiatives resulting in new jobs and investment. The Columbia County Economic Development Department would like to apply for \$25,000 to fund small business training and technical support assistance through Retail Strategies. Courses such as Business Modernization, will equip small business owners with critical knowledge in Point of Sales Systems, how to use AI to improve the customer experience, Cybersecurity, and more at no cost to the business. This program would be an incredible asset for Columbia County's Business Retention and Expansion (BRE) efforts. This requires no matching funds

MOTION by Commissioner Ford to authorize Columbia County Economic Development to submit an application for the 2025 Duke Energy Foundation Grant for BRE Training and Technical Support Assistance through Retail Strategies. SECOND by Commissioner Parnell. The motion carried unanimously.

13) Hazard Mitigation Grant Application - \$13,653,359.05

Clay Electric, SVEC, and the City of Lake City would like to apply for the County's available Hazard Mitigation Grant funds from the recent disasters (FEMA NOFA FEMA-4828-DR-FL). Any required match would be paid by the respective Agency if awarded. The County can apply for \$15,170,398.94 million with a July 25 deadline, however, the County reserved 10% to Elevate Florida Lake City - Gwen Lake Restoration - \$2,500,000  
SVEC - Residential Overhead-to-Underground Hardening Project - TBD  
Clay Electric - distribution infrastructure resilience improvement projects - \$8,096,885.00

The submissions to County are requests and not the applications that they will prepare.

Discussion ensued.

County Manager Kirby will be doing more research and coming back to the Board when ready.

14) Application for Grants for Deepwell Injection at NFIMP WWTP and Ellisville WWTP

When the County applied for a Water Use Permit at the North Florida Mega Industrial Park, the plans included deep well injection of the effluent to provide some of the aquifer recharge credits necessary for the permit. Due to permitting and construction time required, the County is using temporary spray fields for the immediate operations of the WWTP. Staff requests permission to apply for grants for the Deepwell Injection at the NFMIP. This will require some engineering assistance with the application process due to the technical nature of the project. The City of Lake City is aware of this project. Staff requests permission to apply for additional grant opportunities for the proposed 500,000gpd WWTP in Ellisville. The County is currently working on the USDA funding but seeks approval to apply for alternative grants including, but not limited to, Water Quality Improvement, SRF, and Alternative Water Supply funding.

MOTION by Commissioner Ford to apply for Grant. SECOND by Commissioner Hollingworth. The motion carried unanimously.

MOTION by Commissioner Ford to seek all Grants. SECOND by Commissioner Phillips. The motion carried unanimously.

**Open Public Comments and/or Questions:**

Members of the public offering comment were:

- Td Jenkins
- Jessica Robinson
- Linda Dowling
- Laina Whitehead
- Ben Douglas

**Staff Comments:**

None.

**Commissioner Comments:**

None.

**Adjournment**

There being no further business, the meeting adjourned at 8:21 P.M.

ATTEST:

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Timothy Murphy, Chairman  
Board of County Commissioners

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James M. Swisher, Jr.  
Clerk of Circuit Court