



**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: 1/26/2023 Meeting Date: 2/16/2023

Name: John Crews Department: BCC Administration

Approved By: 

1. Nature and purpose of agenda item:

Minutes - 2/17/2022 - Regular Meeting

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
February 17, 2022

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

Commissioners in Attendance: Chairman Robby Hollingsworth, Timothy Murphy, Toby Witt, Rocky Ford and Ronald Williams

Others in Attendance: County Manager David Kraus ("CM")
Assistant County Manager Kevin Kirby ("ACM")
County Attorney Joel Foreman
Deputy Clerk Susan Heimer

Agenda Additions/Deletions

Additions:

- Public hearing – CPA 21-01 – Ordinance 2021-19
- Call for special meeting or workshop
- Discuss EDB, the director is resigning

Deletions:

None.

MOTION by Commissioner Murphy to approve the agenda as amended.
SECOND by Commissioner Witt. The motion carried unanimously.

Presentation to the Board

Robby Hollingsworth, Chairman

- (1) Proclamation No. 2022P-02- Recognizing Saturday February 26, 2022 as Richardson High School Day

Proclamation No. 2022P-02 is recognizing the History of Richardson High School. The Proclamation will be presented to Dr. Philip Mobley, the manager of NorthStar Family Resource Center. Richardson High School, established in 1906, was partially demolished and became the Richardson Community Center. This was a historic high school that provided its alumni with the skills to succeed. These students and graduates continue to have a deep sense of pride and commitment in the High School and wish to gather on February 26 to dedicate a marker designating Richardson High School as a historic site.

MOTION by Commissioner Williams to approve Proclamation No. 2022P-02.
SECOND by Commissioner Murphy. The motion carried unanimously.

(2) Proclamation No. 2022P-03 National Future Farmers of America week

A proclamation by the Board of County Commissioners designating the week of February 19 through February 26, 2022 as National Farmers of America Week.

MOTION by Commissioner Williams to approve Proclamation No 2022P-03.
SECOND by Commissioner Ford. The motion carried unanimously.

(3) Presentation by Brooke Frye on Tobacco Free Columbia

See attached.

Public Hearings

Brandon Stubbs, Community Development Coordinator

(1) CPA 0239 - Ordinance 2021-17 - A request by Lance Jones, P.E., of Jones Engineering and Consulting, on behalf of Gilbars Holding, LLC., Owners, to amend the future land use plan map of the Comprehensive Plan by amending the Future Land Use Classification from RESIDENTIAL, LOW DENSITY to RESIDENTIAL, MEDIUM DENSITY for Tax Parcel No. 27-3S-16-02318-001-District 3 - Hollingsworth

The Planning & Zoning Board held a public hearing on January 27, 2022 and voted to recommend approval to the Board of County Commissioners. At said hearing, no members of the public spoke against the proposed amendment.

The hearing opened and closed without comment.

MOTION by Commissioner Williams to adopt CPA 0239-Ordinance 2021-17.
SECOND by Commissioner Murphy. The motion carried unanimously.

- (2) Z 0602-Ordinance 2021-18 - A request by Lance Jones, P.E., of Jones Engineering and Consulting, on behalf of Gilbars Holding, LLC., Owner, to amend the Official Zoning Atlas of the Land Development Regulations by Amending the Zoning District from RESIDENTIAL, SINGLE FAMILY-2 ("RSF-2") to RESIDENTIAL, MULTIPLE FAMILY-1 ("RMF-1") for Tax Parcel No. 27-3S-16-02318-001. District 3 - Hollingsworth

The Planning & Zoning Board held a public hearing on January 27, 2022 and voted to recommend approval to the Board of County Commissioners. At said hearing, no members of the public spoke against the proposed amendment.

The public hearing opened and there was one comment by Citizen Barbara Lemley.

MOTION by Commissioner Williams to adopt Z 0602- Ordinance 2021-18.
SECOND by Commissioner Witt. The motion carried unanimously.

- (3) Z 0605- Ordinance 2022-01 - a request by Dalton Kurtz of North Florida Professional Service, Agent for Southwest Georgia Oil Company, Inc., Owner, to amend the Official Zoning Atlas of the Land Development Regulations by amending the Zoning District from RESIDENTIAL, SINGLE FAMILY-2 ("RSF-2") to COMMERCIAL, NEIGHBORHOOD ("CN") for Tax Parcel No. 11-4S-16-02918-001. District 3 - Hollingsworth

The public hearing opened and closed without comment.

MOTION by Commissioner Witt to adopt Z 0605 - Ordinance 2022-01.
SECOND by Commissioner Ford. The motion carried unanimously.

- (4) Public hearing – CPA 21 01 Ordinance 2021-19

CPA 21 01 - Ordinance 2021-19 - A request by the Board of County Commissioners to amend the text of the comprehensive plan by creating a new Element, entitled "X - Property Rights Element". The Planning & Zoning Board held a public hearing on November 16, 2021 and voted 5-0 to recommend approval to the Board of County Commissioners. The Board of County Commissioner held a first reading and first public hearing on December 16, 2021 and vote to approve CPA 21 01 upon first reading and first public hearing and to authorize county staff to transmit the proposed amendment to the Florida Department of Economic Opportunity and other state and local Agencies.

The public hearing opened and closed without comment.

MOTION by Commissioner Murphy to adopt CPA 21-01, Ordinance 2021-19. SECOND by Commissioner Witt. The motion carried unanimously.

Consent Agenda:

MOTION by Commissioner Witt to approve the consent agenda. SECOND by Commissioner Ford. The motion carried unanimously.

- 1) **BCC Finance - Annual Constitutional Officer's Report FY 2020-2021 - Tax Collector - \$62,942.05**
- 2) **Building and Zoning - Special Family Lot Permit Application - SFLP 2201 - Patrick Gimenez Deeding 1 Acre to his son Joshua Gimenez**
- 3) **Finance - BA 22 - 39 - Reallocate Recreation Tournament Revenue Allocations - \$4,450**
- 4) **Finance - Bills and Vouchers - February 08, 2022 - \$8,077**
- 5) **Tourist Development - BA 22 - 43 - Lobby Improvements Tourist Information Center - \$14,000**
- 6) **Tourist Development - Madden Sports Website Hosting - \$4,680**

MOTION by Commissioner Witt to adopt the consent agenda. SECOND by Commissioner Murphy. The motion carried unanimously.

Discussion and Action Items:

Kevin Kirby, Assistant County Manager

- (1) RFQ 2022-A- Engineering Services- Ellisville/Fort White Water Main Extension

During the regular scheduled meeting on January 6, 2022, the Board accepted Staff's recommendation of the ranking for the above referenced RFQ and authorized staff to proceed with the number one ranking of North Florida Professional Services (NFPS). Staff has concluded its negotiations with NFPS and is recommending approval of the Master Consulting Agreement which includes the detailed scope of services and the fee schedule.

MOTION by Commissioner Ford to approve RFQ 2022-A. SECOND by Commissioner Witt. The motion carried unanimously.

(1) Revision to Task Work Order for the Mega Industrial Park- \$116,595

Columbia County had tasked North Florida Professional Service with acquiring a Water Use Permit from the Suwannee River Water Management District. The County wishes to modify the WUP and identify a new well field in the North Florida Mega Industrial Park. This revision to the task order will cover the drilling of a new test well and the water quality testing.

MOTION by Commissioner Williams to approve the revision to the Task Order for Engineering Services for the Mega Industrial Park Water System Design. SECOND by Commissioner Ford. The motion carried unanimously.

(2) NE Oakland Avenue and SE Lomond Street

ACM Kirby addressed the Board in regards to NE Oakland Avenue and SE Lomond Street. Those two (2) roads are in very poor condition and need to be resurfaced. The estimated cost of construction would be \$84,603 for NE Oakland Avenue and \$62,209 for SE Lomond Street.

MOTION by Commissioner Williams to approve resurfacing projects for NE Oakland Avenue in the amount of \$84,603 and SE Lomond Street in the amount of \$62,209 to be funded from the Annual Resurfacing account 303-8082-541.30-46. SECOND by Commissioner Ford. The motion carried unanimously.

(3) Increase to Starting Wage of Select Positions

Staff is requesting to increase the starting wage for several key positions in the Public Works Department and Landfill. This change is necessary to make the positions competitive and to fill vacancies. In order to change the starting wage, the appropriate position descriptions need to be modified to change the pay grade. Additionally, the General Pay Scale and the Collective Bargaining Pay Scale would need to be amended.

MOTION by Commissioner Ford to approve to amend job descriptions for Equipment Operator II with the exception of moving Equipment Operator II to the

minimum wage of \$15.00, Equipment Operator III, Equipment Operator IV, Motor Grader Operator, Tractor Mount Brush Cut, Finish Motor Grader, Mechanic II, Field Service Mechanic, Crew Leader, Road Construction Supervisor and amend the General Pay Scale and the Collective Bargaining Pay Scale to reflect the changes. SECOND by Commissioner Williams. The motion carried unanimously.

(4) LAP - County Road 240

In 2018/2019 FDOT partnered with University of Florida and conducted a county wide traffic safety study. Results from the study prompted the Board of County Commissioners to apply for the LAP grant. On June 17, 2021 the Board of County Commissioners approved the awarded grant from FDOT for the safety improvements on the section of County Road 240 from State Road 247 to County Road 131 (Tustenuggee).

For discussion only.

David Kraus, County Manager

(1) Engineering Services for Parnell Hills - Jones Edmonds - \$348,060

During the meeting held December 2, 2021, the Board approved the ranking of Jones Edmonds & Associates, Inc. and authorized Staff to conduct contract negotiations. Staff is recommending approval of the agreement with Jones Edmonds & Associates, Inc. for the Engineering Services for Parnell Hills in response to RFQ 2021-M. The agreement will include the scope of services and will identify the fee schedule.

MOTION by Commissioner Williams to approve the Professional Engineering Services Contract with Jones Edmonds & Associates for the Parnell Hills project in the amount of \$348,060. SECOND by Commissioner Ford. The motion carried unanimously.

(2) RFP 2022-J - Solid Waste & Fire Assessment Update Study - \$34,912

The County received two (2) proposals for the Solid Waste & Fire Assessment Update Study. The proposals were thoroughly review and ranked with the results being:

1. Alfred Benesch & Company
2. Government Services Group, Inc.

Staff is recommending approval of the final ranking and to award the contract to the top ranked company, Alfred Benesch Company.

MOTION by Commissioner Williams to approve the final ranking and award the Agreement for Professional Service to Alfred Benesch & Company. SECOND by Commissioner Witt. The motion carried unanimously.

(3) BA 22-44 - Building & Zoning Salaries - \$10,000

With the County assuming the responsibilities for Building Permits and Inspections for the City of Lake City, the Building and Zoning Department will need additional support staff and to realign some of the responsibilities. In addition, the Department has had a resignation from a key staff position. The increase will be funded through additional permit fees generated from City inspections.

MOTION by Commissioner Witt to approve BA 22-44 in the amount of \$10,000 and the addition of permit support staff. SECOND by Commissioner Murphy. The motion carried unanimously.

(4) African-American Cultural and Historical Grant - \$ 500,000

The Florida Department of State has opened an African-American Cultural and Historical Grant application process. The Richardson Community Center has prepared an application for this grant to renovate the classrooms that remain from the historic high school. The application would cover asbestos abatement, HVAC replacement, plumbing and electrical repairs and window replacement up to \$500,000. As the entity responsible for maintenance and upkeep of the center, this agenda item seeks the County Commissioners support of the application.

MOTION by Commissioner Williams to support the application for an African-American Cultural and Historical grant for up to \$500,000. SECOND by Commissioner Murphy. The motion carried unanimously.

(5) BA 22-40 - 911 Center - Spring 2022 E-911 Rural Grant - \$104,336

Every year, Columbia County uses the Spring 2022 E-911 Rural Grant to fund the 911 system annual maintenance and support. This agenda item approves the application for these funds and appropriates the funds for reimbursement. The grant will fund the renewal of the annual maintenance contracts with AK Associates, Motorola VESTA CPE, Equature and Eaton Power Systems.

MOTION by Commissioner Witt to approve BA 22-40. SECOND by Commissioner Ford. The motion carried unanimously.

- (6) BA 22-41 911 Communications Center Request to apply for Spring 2022 E-911 Rural Grant in the amount of \$4,341.09 for GIS Professional Services with GeoComm

The 911 Communications Center is requesting approval to apply for the Spring 2022 E-911 Grant and approval to enter into a 3-year agreement for GIS Professional Services with GeoComm for Data Hub subscription and GIS Professional Services.

MOTION by Commissioner Ford to approve BA 22-41. SECOND by Commissioner Witt. The motion carried unanimously.

- (7) BA 22-42- Spring 2022 Rural E-911 Grant – GeoComm - \$78,588

The 911 Communications Center is seeking approval to apply for a State E-911 Board Spring 2022 Rural Grant in the amount of \$78,588.00 and to enter into an agreement with GeoComm for GIS Professional Services for a one-time complete assessment of their GIS database, and comparison to the Multi Streets Address Guide (MSAG) and Automatic Location Identification (ALI) databases. This service will identify errors and deficiencies to insure accuracy, as well as compliance.

MOTION by Commissioner Williams to approve BA 22-42. SECOND by Commissioner Witt. The motion carried unanimously.

- (8) Lake Shore Hospital Authority Board of Trustees Request for Statements of Interest

The Lake Shore Hospital Authority Board of Trustees has issued a Request for Proposals/Statements of Interest. The LSHA is looking for proposals for the use of the buildings on the Lake Shore Regional Medical Center campus. The Board of Health requests to work with the County and the LSHA for the use of the Medical Records building and the Hospital Authority offices. In addition, the County has discussed using a building on the campus for a "one stop" permitting shop for the County and the City of Lake City.

Citizen Barbara Lemley offered comment.
Citizen Stewart Lilker offered comment.

MOTION by Commissioner Williams to approve County's submission to the LSHA RFQ/SOI. SECOND by Commissioner Ford. The motion carried unanimously.

(9) Call for a special meeting or workshop

MOTION by Commissioner Williams to have a special meeting before the second meeting in April at 3:00 p.m., and then go onto the regular meeting at 5:30 p.m. SECOND by Commissioner Witt. The motion carried unanimously.

(10) Discuss EDB replacement, the director has put in his resignation

The process is a 3-4 month process. CM Kraus is requesting to reclassify the position that Jennifer Goff is currently working. CM Kraus will bring a new job description before the Board. Commissioner Ford recommended including the Chamber of Commerce to be more involved with Economic Development. The Chamber of Commerce is not as restricted as the Board is.

MOTION by Commissioner Williams to approve to bring on consultants to help with Economic Development projects as necessary. SECOND by Commissioner Witt. The motion carried unanimously.

Open Public Comments and/or Questions:

Members of the public addressed the Board with their comments and/or questions regarding the following items:

Citizen Tom Cunilio offered comment.
Citizen Barbara Lemley offered comment.

Staff Comments:

There were no Staff comments.

Commissioner Comments:

Commissioner Witt apologized for the misinterpretation of his comments toward Suwannee River Water Management in regards to the Hill receivership. He and others are working diligently to resolve the issue.

Charlie Keith addressed the Board.

Discussion ensued.

MOTION by Commissioner Williams to allow Staff and the County attorney to draft an interlocal agreement to be brought back before the Board. SECOND by Commissioner Witt.

County Attorney Foreman addressed the Board and suggested time to allow him to prepare an interlocal agreement, bring it to the Board for their approval, than tender to Suwannee River Water Management District for their approval.

Commissioner Williams rescinded his motion.

Adjournment

There being no further business, the meeting adjourned at 7:20 p.m.

ATTEST:

Robby Hollingsworth, Chairman
Board of County Commissioners

James M. Swisher, Jr.
Clerk of Circuit Court