



## 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: 10/23/2024 Meeting Date: 11/7/2024

Department: BCC Administration

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

Meeting Minutes - 03/07/2024 - 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**

**March 07, 2024 9:30 AM**

The Columbia County Board of County Commissioners met in a regularly scheduled meeting, held in the auditorium of the School Board Administrative Complex. The meeting opened with an invocation by Commissioner Hollingsworth, and the Pledge of Allegiance to the Flag of the United States.

## **Commissioners in Attendance:**

Chairman, Ronald Williams

Commissioner, Robby Hollingsworth

Commissioner, Tim Murphy

Commissioner, Rocky Ford

Commissioner, Everett Phillips

## **Others in Attendance:**

David Kraus, County Manager (CM)

Kevin Kirby, Assistant County Manager (ACM)

Joel Foreman, County Attorney

Jay Swisher, Clerk of Court

Deputy Clerk, Amber Taylor

## **Agenda Additions or Deletions:**

### **Addition:**

- 1) Approval of Interlocal Agreement between Department of Transportation and the Town of Ft White.

### **Deletion:**

None

**Motion** to approve the agenda as amended by Commissioner Hollingsworth, **Seconded** by Commissioner Phillips. Motion carried unanimously.

## **Proclamations:**

03072024 BOCC Regular Meeting  
Prepared by Amber Taylor

- 1) **Proclamation 2024P-07 - National Athletic Training Month** Proclamation 2024P-07 declares the month of March 2024, National Athletic Training Month. Commissioner Murphy read proclamation aloud.

**Motion** by Commissioner Phillips to approve proclamation. **Seconded** by Commissioner Hollingsworth. Motion carried unanimously. See attached proclamation.

### **Presentations:**

- 1) **Economic Development Announcement - Project Harvest** Jennifer Daniels gave updates on Project Harvest, a 48,000 sq ft family owned facility/business, located on 20 acres in the North Florida Industrial Park. This business will create approximately 10-15 new jobs. A ground breaking ceremony will take place on March 19<sup>th</sup> 2024.
- 2) **Presentation - Isaiah 117 House** Sherry Stedmon gave presentation on Isaiah 117 House. The Isaiah House, provides a location for foster children to reside once they are removed from their household. The staff and volunteer goals at Isaiah House, are to help ease the transition on these children. This establishment works hand in hand with foster families as well as relative placements to help prioritize the wellbeing of the child.
- 3) **Lake City Humane Society Introduction of Executive Director - Elizabeth Halloran** Introduction of Executive Director of the Lake City Humane Society, Elizabeth Halloran. Mrs. Halloran gave brief overview on new things happening at the Humane Society, as well as gave information pertaining to the Grand Opening Spring Fling. This event is to take place on March 19<sup>th</sup> from 4:00-7:00 PM.
- 4) **Habitat for Humanity** Mr. Monte Stevens President for Habitat for Humanity, gave overview of organization and what housing options that they help to provide. Established in 2007, this organization has built nine homes for citizens of Columbia County. Mr. Stevens expressed a need to the commission, for additional property to build homes for citizens in need.
- 5) **Sweetwater Apartments - Greater Lake City Community Development Corporation, Inc.** Mr. McCellen and Mr. Allen gave joint presentation on the breakdown of Sweetwater Apartment Project. This is an anticipated multiphase development of approximately six acres within the Lake City limits. Phase one of the project, will consist of 48 units divided into two separate block buildings as well as a clubhouse and management building. The anticipated, second phase will complete the 120 unit venture. The total cost for this project is \$19.5 million. Mr. Allen asked for funding support through all three phases to completion. Mr. Allen addressed the commission with request of \$3 million dollars, in the form of a 20 year loan.

Discussion Ensued.

### **Consent Agenda:**

**Motion** by Commissioner Ford to approve Consent Agenda, **Seconded** by Commissioner Hollingsworth. Motion carried unanimously.

**Motion** by Commissioner Ford to adopt Consent Agenda, **Seconded** by Commissioner Hollingsworth. Motion carried unanimously.

BOARD OF COUNTY COMMISSIONERS

- (1) BCC Administration - Meeting Minutes - January 18, 2024 - Regular Meeting**
- (2) BCC Administration - Resolution 2024R-03 - Revised SHIP Local Housing Assistance Plan**
- (3) BCC Finance - BA 24-27 - Rezoning and Comprehensive Plan Amendment Application Fees for Parcel 10-4S-16-02867-000 - \$,3600**
- (4) BCC Finance - Bills and Vouchers - 2/14/24 - \$3,757,518**
- (5) BCC Finance - Bills and Vouchers - 2/15/24 - \$100**
- (6) BCC Finance - Bills and Vouchers - 2/28/24 - \$3,046,331**
- (7) Library Closings for Easter Holiday**
- (8) Public Works - Declaration of Surplus**
- (9) Public Works - Utility Permit from AT&T Requesting to Run a Cable along SE Pounds Hammock**
- (10) Public Works - Utility Permit from AT&T Requesting to Run a Cable along SW Upchurch Ave**
- (11) Public Works - Utility Permit from M.A. Mortenson Company Requesting to Run a Cable along SW Wilson Springs Road**
- (12) Public Works - Utility Permit from Clearwave Fiber Requesting to Install a Cable along SE Deputy J Davis and CR 252B**
- (13) Zoning Department - Special Family Lot Permit SFLP 24 0202 - Wilma Bringer for Daughter Ashley Jones**
- (14) Zoning Department - Special Family Lot Permit SFLP 24 0203 - Timothy and Constance Jones for Daughter Stephanie**

**Discussion and Action Items:**

Joel Foreman, County Attorney reviewed proposed Interlocal Agreement with the Town of Ft White. Interlocal Agreement Attached.

1) **Interlocal Agreement - Town of Fort White - Water Line to Town Limits –**

**Motion** to approve Interlocal Agreement with the Town of Ft White pertaining to water line to town limits, by Commissioner Ford, **Seconded** by Commissioner Phillips. Motion carried unanimously.

2) **Interlocal Agreement - Town of Fort White - Building Permitting and Inspection –**

**Motion** by Commissioner Murphy “to go into agreement on the Town of Ft White for building permit and inspection” **Seconded** by Commissioner Phillips. Motion carried unanimously.

3) **Interlocal Agreement - Town of Fort White - Mosquito Control –**

**Motion** to approve Interlocal Agreement with the Town of Ft White pertaining to mosquito control by Commissioner Ford, **Seconded** by Commissioner Phillips. Motion carried unanimously.

4) **Interlocal Agreement - Town of Fort White - Animal Control –**

**Motion** to approve Interlocal Agreement with the Town of Ft White pertaining to animal control by Commissioner Murphy, **Seconded** by Commissioner Phillips. Motion carried unanimously.

5) **Interlocal Agreement - Town of Fort White – Retention and Infrastructure Maintenance -**

**Motion** to approve Interlocal Agreement with the Town of Ft White pertaining to retention and infrastructure maintenance by Commissioner Murphy, **Seconded** by Commissioner Ford. Motion carried unanimously.

6) **Interlocal Agreement - Town of Fort White - Fort White Community Center –**

**Motion** to approve Interlocal Agreement with the Town of Ft White pertaining to Ft White Community Center by Commissioner Ford, **Seconded** by Commissioner Hollingsworth. Motion carried unanimously.

7) **Interlocal Agreement - Town of Fort White - Road Maintenance -**

Somewhat related to the Interlocal Agreement, the board learned on Monday 03/01 that the Town of Ft White would like the Commission to act as administrator for FDOT grant funded projects. Direction was requested for “signing paperwork on the 15<sup>th</sup> of this month” by Mr. Kirby.

Extensive discussion ensued.

**Motion** to deny Interlocal Agreement with the Town of Ft White pertaining to road maintenance by Commissioner Murphy, **Seconded** by Chairman Williams.

8) **Reconsideration of Bid Award - 2023-R - Bethlehem Community Park Improvements –**

**Motion** by Commissioner Phillips for reconsideration of Bid 2023-R Bethlehem Community Park Improvements. **Seconded** by Commissioner Ford. Motion carried unanimously.

Kevin Kirby, Assistant County Manager

9) **Request for Adoption Hearing - Proposed Revision to Animal Enforcement - Ordinance to Revise Fees –**

**Motion** to approve public hearing date April 18<sup>th</sup> 2024 to address revision of Animal Enforcement Ordinance and fees by Commissioner Hollingsworth, **Seconded** by Commissioner Ford. Motion carried unanimously.

10) **RFQ 2024-B - Transportation Consulting - Kimley Horn –**

**Motion** to authorize negotiations on RFQ 2024-B transportation consulting with Kimley Horn to take place at the 3/21/24 Commission Meeting, by Commissioner Hollingsworth, **Seconded** by Commissioner Phillips. Motion carried unanimously.

11) **Overuse of Parks and Boat Ramps –**

Clint Pittman, Columbia Landscape & Parks Director and Konnie Patke, Tourism Development Director gave presentations on the improper and overuse of public parks and boat ramps, specifically Rum Island and Hollingsworth Bluff. Commercial vendors are conducting business in various public parks, boat ramps and facilities. Vandalism, destruction of facilities/vegetation, fences, and restrooms are a problem. A suggestion of implementing a reservation system for usage of public parks and springs in-order to regulate the balance of public usage and maintaining natural resources.

Kevin Kirby asked that any changes be implemented on October 1<sup>st</sup> 2024.

Going forward Joel Foreman, suggested implementing legal recourse against vandalism and commercial misuse. David Kraus suggested off duty law enforcement to man public boat ramps and parks in an effort to help implement new rules, once they are implemented.

David Kraus, County Manager

**12) Draft Interlocal Agreement - Regional Utility Advisory Committee –**

Presentation of Draft Interlocal Agreement for Regional Advisory Committee to the Commission. Attorney Grady Williams gave a brief overview of the proposed agreement. This agreement would cover maintenance and operations for public water and waste water facilities. This committee would be classified as an independent special district with of the State of Florida. Each participating county would have two members of representation on proposed committee.

**Motion** “to go forth with the proposed agreement for Regional Utilities Advisory Committee” by Commission Murphy, **Seconded** Commissioner Ford. Motion carried unanimously.

**13) Request to Apply for the State Emergency Communications Board Spring 2024 Rural Grant - Maintenance & Support of Components of our County 911 System - \$114,665 –**

**Motion** by Commissioner Ford to apply for the State Emergency Communications Board Spring Rural Grant in the amount of \$114,665 by “so moved”, **Seconded** by Commissioner Murphy. Motion carried unanimously.

**14) BA 24-28 - Special Interest Disbursement - Florida Emergency Communications Board - Financially Constrained Counties in the Amount of \$100,000 for Cyber Security Improvements for their 911 PSAP's -**

**Motion** by Commissioner Ford to approve BA-24-28 Special Interest Disbursement- Florida Emergency Communications Board in the amount of \$100,000 to be used for cyber security improvements for the 911 systems by “so moved” **Seconded** by Commissioner Hollingsworth. Motion carried unanimously.

**15) Cyber Security Response - Arctic Wolf - \$46,383 –**

After consulting with the County insurance carrier in reference to a cyber ‘incident’ in December, Mr. Kraus (CM) was strongly urged to consider hiring a third party network firm to ensure online activities. The recommended firm was Artic Wolf.

(CM) Kraus requested motion to approve Cyber Security Response – Artic Wolf. A onetime expenditure for equipment purchase in the amount of \$2,445.45 and an annual maintenance fee in the amount of 446,383.

**Motion** by Commissioner Hollingsworth “so moved” **Seconded** by Commissioner Phillips. Motion carried unanimously.

(CM) Kraus informed Commission that Auditor Selection Committee formation is due. Per state law a new auditor selection committee must be formed. Thus one non county employee member of the Commission must be appointed to serve on said committee.

**16) Auditor Selection Committee -**

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**Motion** by Commissioner Hollingsworth “to put Ron Williams on this committee, and after that, I guess it would be the chairman from then on, that is serving at the time the committee convenes.” **Seconded** by Commissioner Ford. Motion carried unanimously

**17) Donation of Surplus Vehicles to Columbia County School District**

County Vehicle Auction.

A used vehicle auction was held through the school district. Once the auction was completed, two vehicles remain in question to be donated to the Columbia County School system.

- **Motion** by Commissioner Ford to “donate them to the school district”, **Seconded** by Commissioner Murphy. Motion carried unanimously.

**18) Update on Lulu Community Center –**

LuLu Day 2024

The proposed board members of the Lulu Community Center, ask to be permitted to use the Lulu Community Center during the month of May 2024 for annual Lulu Day. Staff requested permission to grant the use of the LuLu Community Center for LuLu Day in May 2024.

**Motion** by Commissioner Phillips by “so moved”, **Seconded** by commissioner Hollingsworth. Motion carried unanimously.

**Public Comments:**

Crystal Brown (Woodgate Village) expressed billing issue in the amount of \$1,300 from Suwannee Valley Utilities. She was instructed that this is a balance carried forward from the previous owner of Suwannee Valley Utilities. She has requested an itemized bill in an attempt to resolve this issue, but has been unable to obtain said bill. She has attempted to reach out to the new owner and he will not respond to her attempts to communicate.

Extensive discussion ensued.



Commissioner Hollingsworth has verified with previous owners of Suwannee Valley Utilities. Mr. Espenship, and Ms. Brown does not owe the balance of \$1,300.

Joel Foreman, Attorney suggested to send the regulatory responsibility back to Public Service Commission. Thus permitting utility customers to file adequate grievances.

Lengthy discussion ensued.

Marlene Baxton (Woodgate Village) expressed further billing issues with Suwannee Valley Utilities. She has made numerous attempts to resolve this issue on her own, but to no avail.

Commissioner Hollingsworth as well as Mr. Kraus, assured Ms. Baxton that the Commission would be meeting with Suwannee Valley Utilities administration and would attempt to reach a resolution regarding these issues.

Sylvester Warren III expressed issue with loose or stray dogs in the neighborhood of Mary Alice Court where his family members reside.

Mr. King (Ft White) asked for clarification and board reconsideration on several portions of the proposed Interlocal Agreement for the Regional Utilities Advisory Board.

Commissioner Ford and David Kraus (CM) offered responses to Mr. King.

**Staff Comments:**

None

**Updates from County Manager:**

None

**Commissioner Comments:**

Commissioner Hollingsworth offered further comments of support to citizens of Woodgate Village, pertaining to their utility issues.

Commissioner Murphy requested that Mr. Kraus (CM) clarify animal control issues with the City of Lake City.

**Adjournment:**

There being no further business, the meeting adjourned at 12:21 pm

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Ronald Williams, Chairman  
Board of County Commissioners

ATTEST:

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James M. Swisher, Jr.  
Clerk of Circuit Court