



## 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: 4/24/2025 Meeting Date: 5/1/2025

Department: BCC Administration

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

Meeting Minutes - Regular Meeting - 9/21/2023

### 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  
**September 21<sup>th</sup>, 2023**

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 p.m. The meeting opened with prayer and the Pledge of Allegiance to the Flag of the United States of America followed.

Commissioners in Attendance: Robby Hollingsworth, Timothy Murphy, Everett Phillips and Ronald Williams

Commissioner Absent: Chairman Rocky Ford

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

**Agenda Additions/Deletions**

Additions:

- Hurricane Update
- Extension of Debris Pick Up
- Emergency Budget Amendment
- Presentation by the Suwannee River Water District
- Enter Private Property

Deletions:

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

**Public Hearings**

David Kraus, County Manager

- 1) Resolution No. 2023-R57 - Second Public Hearing to Adopt the Annual Millage Rate - 7.815 mills

The public hearing opened.

Stew Lilker offered comment.

The public hearing closed.

MOTION by Commissioner Murphy to adopt and set the millage rate for the Columbia County Board of County Commissioners at 7.815 mills for the FY2023-2024 fiscal year more than the rolled-back rate of 7.149 mills by 0.0931%. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

- 2) Resolution No. 2023R-58 - Second Public Hearing - Adoption of Fiscal Year 2023-2024 Budget

The public hearing opened.

Stew Lilker offered comment.

The public hearing closed.

MOTION by Commissioner Hollingsworth to adopt the Budget for the Columbia County Board of County Commissioners for FY 2023-2024 as may be amended. SECOND by Commissioner Mruphy. The motion carried unanimously.

Troy Crews, Building and Zoning Director

- 3) Ordinance No. 2023-14 - Amending Ordinance No. 98-1, Columbia County Land Development Regulations, as Amended; Relating to an Amendment of More than Twenty Contiguous Acres of Land to the Official Zoning Atlas of the Columbia County Land Development Regulations, as Amended, Pursuant to an Application, Z 0614, by Lance Jones Agent for Owners; Red Fox Trust (Shawn Andderson) Providing for Rezoning from Residential Single Family MH/2 ("RSF-MH/2") to Residential Mobile Home Park RMH-P of Certain Lands Within the Unincorporated Area of Columbia County, Florida; Providing Severability; Repealing All Ordinances in Conflict; And Providing an Effective Date - District 1, Ronald Williams

The public hearing opened and closed without public comment.

MOTION by Commissioner Murphy to approve Ordinance No. 2023-14.  
SECOND by Commissioner Hollingsworth. The motion carried unanimously.

- 4) Ordinance No. 2023-15 - Amending Ordinance No. 91-6, the Columbia County Comprehensive Plan, as Amended; Relating to an Amendment of Ten or Less Acres of Land to the Future Land Use Plan Map of the Columbia County Comprehensive Plan, as Amended, Pursuant to an Application, CPA 0249, by Lance Jones Agent for Redfox Trust (Shawn Anderson) Pursuant to 161.3161 Through 163.3248, Florida Statutes, as Amended; Providing for Changing the Future Land Use Classification from Residential Low Density to Residential Medium Density of Certain Lands Within the Unincorporated Area of Columbia County, Florida; Providing Severability; Repealing all Ordinances in Conflict; and Providing an Effective Date - District 1, Ronald Williams

The public hearing opened and closed without public comment.

MOTION by Commissioner Murphy to approve Ordinance No. 2023-15.  
SECOND by Commissioner Hollingsworth. The motion carried unanimously.

- 5) Suwannee River Management District

Charles Keith offered presentation on the updated Santa Fe flood maps that are going to be proposed.

### **Consent Agenda:**

MOTION by Commissioner Hollingsworth to approve the consent agenda.  
SECOND by Commissioner Murphy. The motion carried unanimously.

- 1) BCC Administration - Meeting Minutes March 23, 2023
- 2) BCC Administration - Meeting Minutes May 04, 2023
- 3) BCC Administration - Meeting Minutes May 18, 2023
- 4) BCC Administration - Budget Workshop Minutes May 24, 2023
- 5) BCC Administration - Budget Workshop Minutes May 25, 2023
- 6) BCC Administration - Meeting Minutes June 1, 2023
- 7) BCC Administration - Meeting Minutes June 15, 2023
- 8) BCC Administration - Emergency Meeting Minutes Sept. 05, 2023

- 9) BCC Administration - Florida Forest Service 2023 Annual Report
- 10) BCC Administration - Operation of Columbia County Health Department  
- FY 23-24 - \$192,230
- 11) BCC Administration - Request for Vacation - County Manager - October  
11-13, 2023
- 12) BCC Administration - Sniffen & Spellman Engagement Letter - \$30,000
- 13) BCC Administration - Resolution No. 2023R-56 - Revising the Language  
to the 2023-2026 Ship Local Housing Assistance Plan
- 14) BCC Finance - Bills and Vouchers - 9/5/23 - \$1,828,387
- 15) BCC Finance - Bills and Vouchers - 9/6/23 - \$1,600
- 16) BCC Finance - BA 23-71 Rum Island Park - \$3,000
- 17) BCC Finance - BA 23-72 Allocate Insurance Reimbursement to the  
Sheriff - Lightning Strike at the Detention Facility
- 18) BCC Finance - Bills and Vouchers - 9/13/23 - \$1,053,795
- 19) Building Department - Special Family Lot Permit Application - SFLP  
2313 - Patricia and Gregory Webb Deeding 2.42 Acres to Their Son, Eric  
Simmons, Jr.
- 20) Building Department - Special Family Lot Permit Application - SFLP  
2314 - Rebecca and Byron Ogburn Deeding 5 Acres to Rebeccas Sister,  
Cindy Dupree.
- 21) Information Technology - New Private Road Name Request SW Country  
Living Ct.
- 22) Library Annual Plan of Service 2023-24
- 23) Public Works - Permission to Enter Private Property Located at 3624 SW  
Cypress Lake Rd. For the Purpose of Tree Removal.
- 24) Public Works - Permission to Enter Private Property Located at 3575 SW  
Pinemount Road For the Purpose of Tree Removal
- 25) Public Works - Permission to Enter Private Property Located at 671 SW  
Bunn Road For the Purpose of Tree Removal.

26) Public Works - Permission to Enter Private Property Located at 410 NE Granger Mill Rd. For the Purpose of Tree Removal.

27) Public Works - Utility Permit - AT&T Requesting to Run a Line Along SW Cypress Lake and Charles.

28) Public Works - Utility Permit - AT&T to Run a Cable Along NW Saturn Ln.

29) Public Works - Utility Permit - AT&T Requesting to Install Poles on NE Double Run.

MOTION by Commissioner Hollingsworth to adopt the consent agenda.  
SECOND by Commissioner Phillips. The motion carried unanimously.

### **Discussion and Action Items**

Kevin Kirby, Assistant County Manager

- 1) Adopt-A-Road Litter Removal Agreement- Christian Fellowship Church of Lake City

MOTION by Commissioner Murphy to approve Adopt-A-Road. SECOND by Commissioner Phillips. The motion carried unanimously.

- 2) Entering Private Property 23180 Bascom

MOTION by Commissioner Murphy to enter for additional parking. SECOND by Commissioner Phillips. The motion carried unanimously.

- 3) Hurricane Update/Extension of Debris Pick-Up

Stew Lilker offered comment.

MOTION by Commissioner Murphy to extend the Debris Pick-Up and place it on the right-of-way until October 1<sup>st</sup>, 2023. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

Discussion ensued about hurricane updates.

David Kraus, County Manager

- 4) Emergency Budget Amendment

MOTION by Commissioner Murphy to approve emergency budget amendment for \$60,000 from contingency, to facilities maintenance for the repair of the road department. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

5) RFP 2020-BB - Strategic Marketing Plan and Rebrand - \$495,000

The agreement is a 1-year renewal to cover the third year of the Re-Branding contract; Paradise provides Website Development, Public Relations, Marketing Planning, and Crisis Management for the TDC and County. The Re-Branding efforts are part of a 5-year plan developed by Paradise.

MOTION by Commissioner Murphy to extend current agreement. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

6) Utility Rates Adjustments

The Town of Fort White approved a Consumer Price Index (CPI) adjustment to their water rates. The Utility Committee has expressed a goal of a unified rate for all County operated utility systems. Staff seeks direction on increasing the rates by the CPI - 7.07% - or setting the rates at the same level as in Fort White.

MOTION by Commissioner Williams to put off the Fort White issue until the Board knows they have a partner, and along with that motion, rates need to break even with the rates from Ellisville. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

7) Utility Adjustment - Burger King - \$53,412

Adjustment to Utility Bill: The County Utility office staff audited/reviewed our utility accounts asked field staff to confirm the meter sizes for the sewer accounts in Ellisville. All accounts were correct except for Bravoflorida, LLC which is the Burger King account.

The Base Sewer charge in the account was erroneously established by the size of the sewer line and not the size of the water meter. It was entered as a 6" line base charge when it should have been billed from the 1 ½" meter size. Sewer is billed based upon water consumption and is not metered. Staff needs to correct the account and address the overcharge. The County has calculated the overcharge as \$53,412. Staff can provide a credit on the account or issue a refund. Due to the size of the adjustment, this requires Board approval. Staff recommend a onetime refund payment to Budget King for \$53,412.

MOTION by Commissioner Hollingsworth to a onetime refund payment to Burger King for \$53,412. SECOND by Commissioner Murphy. The motion carried unanimously.

8) Memorandum Of Understanding MOU Infrastructure Renewal with CareerSource Florida Crown

Agreement to coordinate resources to ensure effective and efficient delivery of services during and after declared emergencies. Recommend renewing MOU effective October 1, 2023 to June 30, 2024. Agreement typically runs for a 3-year term, due to consolidation of CareerSource Florida Crown we will renew until consolidation with anticipation to renew after consolidation is effective.

Stew Lilker offered comment.

MOTION by Commissioner Hollingsworth to approve Memorandum of Understanding Infrastructure Renewal with CareerSource Florida Crown. SECOND by Commissioner Murphy. The motion carried unanimously.

9) Metz, Husband, & Daughton - Renewal for Executive and Legislative Branch Lobbying Services -\$80,400

This is a renewal of the Agreement with Metz, Husband, & Daughton to continue Executive and Legislative Branch Lobbying Services for Columbia County This is a two-year renewal for \$160,800 total.

MOTION by Commissioner Murphy to renew contract for 2 years effective October 1, 2023 to September 30, 2025. SECOND by Commissioner Phillips. The motion carried unanimously.

10) Permission to Apply for the Federal CRISI (Consolidate Rail Infrastructure and Safety Improvement) Grant

The Economic Development department requests permission to apply for the federal CRISI (Consolidate Rail Infrastructure and Safety Improvement) grant later this year. This grant will assist the North Florida Mega Industrial Park in becoming truly dual rail site and we will work with our rail partner at the NFMIP to facilitate the construction of a separate rail spur that will bring Norfolk Southern into the southern edge of the park.

MOTION by Commissioner Phillips to approve permission. SECOND by Commissioner Murphy. The motion carried unanimously.

11) Reschedule Joint Meeting with Town of Fort White



The Joint Meeting between the County and the Town of Fort White had to be cancelled. This item would set a date to reschedule the meeting.

MOTION by Commissioner Hollingsworth to reschedule Joint Meeting to October 25<sup>th</sup>, 2023. SECOND by Commissioner Murphy. The motion carried unanimously.

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

The following citizens offered comment:

- Pamela Lotta
- Betty Henderson
- Bradley Dicks

**Staff Comments:**

David, self-insure on small items since insurance rates have sky rocketed ...

**Commissioner Comments:**

Commissioner Phillips asked for update on Bethlehem Community Center.

Murphy, issue with Fire Station generator?

**Adjournment**

There being no further business, the meeting adjourned at 7:11 p.m.

ATTEST:

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Rocky Ford, Chairman  
Board of County Commissioners

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James M. Swisher, Jr.  
Clerk of Circuit Court