

Columbia County  
Board of County Commissioners

Minutes of  
**February 2, 2023**

The Columbia County Board of County Commissioners met in a regular scheduled meeting in the auditorium of the School Board Administrative Complex at 9:30 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 Rocky Ford, Robby Hollingsworth, Timothy Murphy, Everett Phillips and Ronald Williams

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:

CM Kraus - Item # 4 from Consent Agenda pulled for discussion

Deletions:

MOTION by Commissioner Williams to approve the agendas amended.  
SECOND by Commissioner Phillips. The motion carried unanimously.

**Presentations**

Mary Diaz Suwannee River Water Management Department (“SRWMD”)

- 1) Santa Fe River Flood Review – Suwannee River Water Management District

Chairman, Rocky Ford

- 2) Presentation of Donation of County Logo Painting

## **Public Hearing**

Joel Foreman, County Attorney

- 1) Public Hearing – Petition for Partial Vacation of a Plat – Town of Lulu – Croft and Parrish Petitioners, Commissioner Phillips

Robert Croft and Megan Croft joined by Brandon Parrish were seeking partial vacation of the plat of the Town of Lulu. The vacation is necessary because the petitioners are unable to have their parcels considered as single lots for septic tank permitting purposes.

The public hearing opened and closed without public comment.

MOTION by Commissioner Phillips to approve the petition and adopt Resolution 2023R-08. SECOND by Commissioner Williams. The motion was carried unanimously.

## **Consent Agenda:**

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

- 1) BCC Administration - Fort White High School Request Fireworks for the 2023 Commencement Celebration - Friday, 5/19/2023
- 2) BCC Administration - Minutes - 12/1/2022 - Regular Meeting
- 3) BCC Administration - Minutes - 12/1/2022 - Special Meeting
- 4) BCC Administration - Revised Job Description - Director of Economic Development
- 5) BCC Administration - Revised Job Description - HR Specialist
- 6) BCC Finance - BA 23-32 - Reimbursement from the Sheriff for Animal Control Services
- 7) BCC Finance - BA 23-33 - Allocation of the Approved Small County Consolidated Waste Grant Increase - \$3,576
- 8) Building Department - Building Permit Fee Refund Requested - Permit #46162 - \$100
- 9) Finance - Bills and Vouchers - 1/18/2023 - \$3,225,767

10) Public Works - Permission to Enter Private Property - 02-3S-16-01910-014(6272) for the Purpose of Tree Removal.

11) Public Works - Permission to Enter Private Property - 00-00-00-12696-000(41233) for the Purpose of Tree Removal

12) Building Department - Special Family Lot Permit - SFLP 23-01 - Holli Conti Deeding 2.5 Acres to her Sister Cindy Royall 114 SW Windy Acres Ct.

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

### **Discussion and Action Items**

Kevin Kirby, Assistant County Manager

1) BA 23-36 – SW Cypress Lake and SW Charles Supplement Agreement

Charles increased from \$905,000 to \$1,236,875. Cypress increased from \$1,795,000 to \$2,126,875.

MOTION by Commissioner Ford to approve BA 23-36 and execute Supplement Agreements from FDOT to increase funding for SW Cypress Lake Road and SW Charles along with Resolutions 2023R-06 and 2023R-07. SECOND by Commissioner Murphy. The motion carried unanimously.

2) RFQ 2023-B – Consultant Construction Engineering Inspection Services – NFIMP Wastewater Treatment Plant

FDEO Grant agreement G0045 requires Construction Engineering Inspection services from a firm independent from the firm that designed the project. RFQ 2023-B received two responses; one from Dewberry Engineers, Inc. and North Florida Professional Services.

MOTION by Commissioner Murphy to approve ranking, Dewberry Engineers, Inc. first, and North Florida Professional Services, second. Authorization to negotiate beginning with the highest ranked firm, a fee schedule for the CEI Services. SECOND by Commissioner Phillips. The motion carried unanimously.

David Kraus, County Manager

1) Amendment to RFQ No. 2015-L – Code Enforcement Special Magistrate Agreement

E. Vernon Douglas agreed to extend the current term of the Agreement for the same terms and conditions with no charge in compensation rates. The amendment will extend the agreement through December 31, 2024 and will include options for the annual extensions.

MOTION by Commissioner Williams to approve the Amendment to the Code Enforcement Special Magistrate Agreement. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

2) Request for Private Road Name – NW Newtons Ct. SW Farm Ct., and SW Brooks Ct.

The property owners are requesting the acceptance of the private road to be named NW Newtons Ct, for the addressing of parcels 01754-000, 01754-002, 01754-001, 01754-006, 01754-004; SW Farm Ct, for the addressing of the parcel 03264-000 and SW Brooks Ct, for the addressing of parcel 03051-013.

MOTION by Commissioner Williams to approve the request for private road name NW Newton's Ct., SW Farm Ct., and SW Brooks Ct. SECOND by Commissioner Phillips. The motion carried unanimously.

3) BA 23-34 – Library Donation - \$2,188

Marjorie "Penny" Layton, a library cataloger who worked for the library for over 20 years, generously donated \$2,188 to the Library. The donation will be used to purchase books for the Library collections.

MOTION by Commissioner Phillips to approve BA 23-34. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

4) BA 23-35 – Purchase of the Lake City Reporter Building

The County is in the 45-day due diligence period before closing on the purchase of the Lake City Reporter building. This BA transfers the balance of the Local Assistance and Tribal Consistency Fund grant (\$700,000) and \$100,000 from the \$300,000 returned from the Sheriff Office to the purchase of the building. The remaining \$200,000 from funds returned by the Sheriff Office is transferred to Repairs and Maintenance for roof repairs to the building after closing.

MOTION by Commissioner Williams to approve BA 23-35. SECOND by Commissioner Murphy. The motion carried unanimously.

5) Richardson Center Funding

At the January 19, 2023 Regular Board Meeting, staff was directed to report back with a proposal on future funding for the Richardson Center. Based upon the historical expenditures, staff recommends to the Board, an annual payment to the City for “fixed overhead” of \$110,000 and to continue funding the basketball and summer camp programs at \$32,000, subject to the appropriations of future Boards. Also, an interlocal agreement allowing for facility use by the Supervisor of Elections for voting and Emergency Management for disaster sheltering.

MOTION by Commissioner Williams to approve the annual payment of \$110,000 to the City of Lake City for funding of the Richardson Center and funding the basketball and summer camp programs at \$32,000, subject to the appropriations of future Boards, and an interlocal agreement allowing for facility use by the Supervisor of Elections for voting and Emergency Management for disaster sheltering. SECOND by Commissioner Hollingsworth. The motion carried unanimously.

6) BCC Administration - Revised Job Description - Director of Economic Development (Item #4 from the Consent Agenda)

The educational requirement for a bachelor's degree and 8 years of experience in economic development would severely limit the applicant pool. The revision states the degree is preferred and requires 4 years of experience in Economic Development. It also allows a combination of experience, education and training in accordance with State regulations.

Stew Lilker offered comment.

MOTION by Commissioner Williams. SECOND by Commissioner Hollingsworth. To approve revised job description.

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

Members of the public offering comment were:

- Terry Rasmussen
- Stew Lilker
- Sylvester Warren

**Staff Comments:**

County Attorney, Joel Foreman spoke to Megan Logan, the school board attorney on the Redistricting issue.

CM Kraus mentioned that the Utility meeting met on February 1, 2023 and the sewer plant in Ellisville has begun digging dirt for the first expansion. There was also a pre-construction meeting for the NFIMP Wastewater treatment plan.

**Commissioner Comments:**

None.

**Adjournment**

There being no further business, the meeting adjourned at 10:15 a.m.

ATTEST:

---

Rocky Ford, Chairman  
Board of County Commissioners

---

James M. Swisher, Jr.  
Clerk of Circuit Court