

6:00 P. M. AIRPORT COMMITTEE MEETING

AGENDA
CITY OF LAKE CITY
City Council Regular Session
January 23, 2012
7:00 P.M. at City Hall

PLEDGE OF ALLEGIANCE

INVOCATION - Vice-Mayor/Council Member Jake Hill, Jr.

1. **ROLL CALL**

2. **PROCLAMATIONS**

None

3. **MINUTES**

- A. Regular Session-November 21, 2011
- B. Regular Session-December 5, 2011
- C. Regular Session-December 19, 2011

4. **APPROVAL OF AGENDA**

5. **APPROVAL OF CONSENT AGENDA**

6. **PERSONS WISHING TO ADDRESS COUNCIL**

7. **PERSONS WISHING TO APPEAR THAT ARE NOT ON THE AGENDA**

8. **OLD BUSINESS**

None

9. **NEW BUSINESS**

A. RESOLUTIONS:

- 1. City Council Resolution No. 2012-001, if adopted, will re-appoint Martin Martinez and Kurt Ruppert, Sr., to serve as members of the Planning and Zoning and Board of Adjustments of the City for a three year term commencing

February 7, 2012 and ending at midnight,
February 6, 2015, or until his successor is
appointed.

2. City Council Resolution No. 2012-003, if adopted, will authorize the City to enter into consulting agreement for professional engineering services with Henry A. Sheldon, P. E.

10. DEPARTMENTAL ADMINISTRATION

- A. Approval to purchase a new AVGAS Fuel Truck for Airport (Nick Harwell)

Note: This item was presented at the Airport Advisory Committee Meeting on January 23, 2012.

- B. Approve Internal/External Sign Package for Airport Terminal Project (Nick Harwell)

Note: This item was presented at the Airport Advisory Committee Meeting on January 23, 2012.

11. COMMENTS BY COUNCIL MEMBERS

12. ADJOURNMENT

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on November 21, 2011 beginning at 7:00 P.M., in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida.

PLEDGE OF ALLEGIANCE

INVOCATION - Council Member Jake Hill, Jr.

EMPLOYEE ACHIEVEMENT RECOGNITIONS-

Bob Ganzak with the Buddy Faulkner Institute presented Jackie Kite and Terri Phillips with Achievement Recognitions for their participation in the Dale Carnegie Course.

1. ROLL CALL

- | | |
|---------------------------|------------------------|
| Mayor/Councilman | Stephen M. Witt |
| Vice Mayor/Council Member | Jake Hill, Jr. |
| City Council | Eugene Jefferson |
| | Melinda Moses |
| | George R. Ward |
| City Attorney | Herbert F. Darby |
| City Manager | Wendell Johnson |
| Sergeant-at-Arms | Captain John Blanchard |
| City Clerk | Audrey E. Sikes |

2. PROCLAMATIONS

None

3. MINUTES

None

4. APPROVAL OF AGENDA

Mr. Hill made a motion to approve the agenda as presented. Ms. Moses seconded the motion and the motion carried unanimously on a voice vote.

***** Please note, no official changes but there were changes to Item 5B (Bid No. changed to ITB-002-2012 and Item 10B (dollar amount changed to \$171,910.74).**

5. APPROVAL OF CONSENT AGENDA

- A. Permit application from Rotary Club of Lake City to hold Christmas Parade on Saturday, December 10, 2011, from 6:00 p.m. until 8:00 p.m. All supporting documents including certificate of insurance have been provided.
- B. Approval to award Bid No. ITB-002-2012 for lift station pumps and control panels to Southeastern Pump the lowest responsive bidder for \$73,900.00
- C. Passero Associates, LLC, Invoice No. 2340, \$2,430.12 (Airport Terminal Project)
- D. Festival Sign Services, Invoice No. 15687, \$13,398.88 (Airport)
- E. AECOM Technical Services, Inc., Invoice No. 37181909, \$1,125.81 (Airport)

Mr. Jefferson made a motion to approve the consent agenda, as presented, consisting of items A-E listed above. Ms. Moses seconded the motion and the motion carried unanimously on a voice vote.

***** Please note that regarding item 5B, on the paperwork originally distributed for the meeting reflected ITB# ITB-002-2011. At the beginning of the meeting is was corrected to reflect ITB#002-2012.**

6. PERSONS WISHING TO ADDRESS COUNCIL
None

7. PERSONS WISHING TO APPEAR THAT ARE NOT ON THE AGENDA
None

8. OLD BUSINESS

A. ORDINANCES/RESOLUTIONS:

At this time Mayor Witt closed the regular session and opened a public hearing for the purposes of hearing comments on City Council Ordinance No. 2011-2018 and City Council Resolution No. 2011-095. City Council Ordinance No. 2011-2018 and City Council Resolution No. 2011-095 were read by title. Mayor Witt asked if anyone wanted to be heard on City Council Ordinance No. 2011-2018 and City Council Resolution No. 2011-095. No one asked to be heard on City Council Ordinance No. 2011-2018 and City Council Resolution 2011-095, therefore Mayor Witt closed the public hearing.

- 1. City Council Ordinance No. 2011-2018 (final reading and enactment), if enacted, will amend Chapter 102, Article II of the City Code to add a new section 102-40 to provide that water and sewer impact fees required to be paid by Section 102-36 will be waived and suspended for a period of

one calendar year beginning January 1, 2012, through December 31, 2012. **Mr. Ward made a motion to adopt City Council Ordinance No. 2011-2018 on final reading providing that water and sewer impact fees to be waived and suspended for a period of one calendar year beginning January 1, 2012. Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Ward	Aye
Mr. Hill	Aye
Ms. Moses	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

2. City Council Resolution No. 2011-095, (final reading and enactment), if adopted, will designate a proposed property to be a Brownfield area under the provisions of the Brownfield Redevelopment Act. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2011-095 on final reading, designating property to be a Brownfield area under the Brownfield Redevelopment Act. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Jefferson	Aye
Ms. Moses	Aye
Mr. Hill	Aye
Mr. Ward	Aye
Mayor Witt	Aye

9. NEW BUSINESS

A. ORDINANCES:

At this time Mayor Witt closed the regular session and opened a public hearing for the purposes of hearing comments on City Council Ordinance No. 2011-2019 and City Council Ordinance No. 2011-2020. City Council Ordinance No. 2011-2019 and City Council Ordinance No. 2011-2010 were read by title. Mayor Witt asked if anyone wanted to be heard on City Council Ordinance No. 2011-2019 and City Council Ordinance No. 2011-2020. No one asked to be heard on City Council Ordinance No. 2011-2019 and City Council Ordinance No. 2011-2020, therefore Mayor Witt closed the public hearing.

B. ADOPTION OF ORDINANCES:

1. Ordinance No. 2011-2019 (first reading), if enacted, amends the land use classification from County Commercial Highway Interchange to City Commercial of certain lands within the corporate limits of the City of Lake City. This property is owned by Walter Coward and is located at the NE corner of Highway 90 West and NW Forest Meadows Drive. **Mr. Jefferson made a motion to adopt City Council Ordinance No.**

2011-2019 on first reading amending the land use classification on property owned by Walter Coward. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.

Mr. Jefferson	Aye
Ms. Moses	Aye
Mr. Hill	Aye
Mr. Ward	Aye
Mayor Witt	Aye

2. City Council Ordinance No. 2011-2020, (first reading), if adopted, relates to the rezoning of ten or more contiguous acres of land from County Commercial Highway Interchange (CHI) to City Commercial Intensive (CI) of certain lands within the corporate limits of the City of Lake City. This property is owned by Walter Coward and is located at the NE corner of Highway 90 West and NW Forest Meadows Drive. **Ms. Moses made a motion to adopt City Council Ordinance No. 2011-2020, relating to the rezoning of property owned by Walter Coward. Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.**

Ms. Moses	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mr. Ward	Aye
Mayor Witt	Aye

C. RESOLUTIONS:

1. City Council Resolution No. 2011-102, if adopted will amend the annual operating budget of the City for the fiscal year beginning October 1, 2010, adopted by Resolution No. 2010-096. **Ms. Moses made a motion to adopt City Council Resolution No. 2011-102, amending the annual operating budget of the City for the fiscal year beginning October 1, 2010. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion passed.**

Ms. Moses	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mr. Ward	Aye
Mayor Witt	Aye

- D. Grandview Village Affordable Housing Proposal (Wendell Johnson) Mr. Johnson reported this project will consist of forty eight (48) units for senior adults. The developer of Grandview Village will be a formed limited partnership. The general partner will be Arrington Developers of Florida, LLC, Tampa

Florida. The parent organization is Arrington Developers, LLC located in Madison, Mississippi. Both LLC's operate under the umbrella of the Quad States Companies. The Company is requesting a \$20,000 grant match for the project. Mr. Johnson supports this project. **Mr. Jefferson made a motion to approve the \$20,000 grant match for the Grandview Village Affordable Housing Project. The motion provides this match will be in the form of waiver of fees due to the City of Lake City. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Jefferson	Aye
Ms. Moses	Aye
Mr. Hill	Aye
Mr. Ward	Aye
Mayor Witt	Aye

10. DEPARTMENTAL ADMINISTRATION

A. Automated Meter Reading/Automated Metering Infrastructure System (Dave Clanton)

Note: This item was approved at the Utility Advisory Committee Meeting on November 7, 2011.

Mr. Clanton provided a brief overview of the project. Mr. Johnson reported the replacement of water and gas meters will come in at the tail end of the project and that the City could fund the design process and then staff would come back with an analysis of the revenue generation projections. Mr. Johnson stated the City can fund almost all of project in house utilizing enterprise reserve funds and the water/sewer funds. **Mr. Ward made a motion to move forward with necessary steps to make this project a reality (project design schedule). The motion identifies the funding source as Enterprise Fund Cash Reserves (Water, Sewer, Gas) and Impact Fee Trust Funds (Water/Sewer). Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Ward	Aye
Mr. Hill	Aye
Ms. Moses	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

- B. Mandese White Construction, Inc. Pay Request No. 13Rev3, \$170,901.74 (Airport project)
Mr. Ward made a motion to approve the partial payment to Mandese White in the amount of \$171,910.74. Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.

Mr. Ward	Aye
Mr. Hill	Aye
Ms. Moses	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

****** Please note the amount on the original paperwork distributed for the meeting reflected \$170,901, however new copies were distributed at the meeting reflecting the corrected amount in the amount of \$171,910.74.**

11. COMMENTS BY COUNCIL MEMBERS

Mr. Johnson reminded that City Hall would be hosting a Thanksgiving lunch at noon at City Hall on Wednesday, November 23, 2011.

12. ADJOURNMENT

All matters having been handled, the meeting adjourned at 7:55 p.m. on a motion made and duly seconded.

Stephen M. Witt, Mayor/Council Member

Audrey E. Sikes, City Clerk

3-B

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on December 5, 2011 beginning at 7:00 P.M., in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida.

PLEDGE OF ALLEGIANCE

INVOCATION - Mayor Witt

1. ROLL CALL

Mayor/Councilman	Stephen M. Witt
Vice Mayor/Council Member	Jake Hill, Jr.
City Council	Eugene Jefferson
	Melinda Moses
	George R. Ward
City Attorney	Herbert F. Darby
City Manager	Wendell Johnson
Sergeant-at-Arms	Captain John Blanchard
City Clerk	Audrey E. Sikes

2. PROCLAMATIONS
None

3. MINUTES
- A. Regular Session - October 3, 2011
 - B. Regular Session - October 17, 2011
 - C. Regular Session - November 7, 2011

Ms. Moses made a motion to approve the October 3, 2011 Regular Session, October 17, 2011 Regular Session and the November 7, 2011 Regular Session minutes as published. Mr. Hill seconded the motion and the motion carried unanimously on a voice vote.

4. APPROVAL OF AGENDA
- Members concurred to add item 9A8 to the agenda as City Council Resolution No. 2011-110. **Mr. Ward made a motion to approve the agenda as amended. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.**

5. APPROVAL OF CONSENT AGENDA
- A. Approve a one-time annual token of appreciation to all City employees in the amount of \$50.00 for part time and those with less than one year of employment and \$100.00 for other full time employees.

- B. Permit application from Chamber of Commerce to hold Santa Photo Day, Christmas Festival and Snow Day on Saturday, December 10, 2011, from 9:00 a.m. until 5:00 p.m. All supporting documents including certificate of insurance have been provided.

Ms. Moses made a motion to approve the consent agenda, as presented, consisting of items A-B listed above. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.

6. PERSONS WISHING TO ADDRESS COUNCIL

- A. Mr. Tom Conley, Account Executive, Florida League of Cities- Presentation of check from the Florida Municipal Insurance Trust Mr. Conley presented return of premium for property insurance premium check to Mayor Witt in the amount of \$16,998.00.
- B. Ms. Lauren Pinchouck, SWAT Coordinator, Department of Health and Members from the CHS SWAT (Students Working Against Tobacco) Chapter. Katlynn Geiger and Heather Collins gave a Powerpoint Presentation regarding Tobacco use and our youth. The CHS SWAT is requesting for Council to enact a resolution of support for their cause. Members concurred to prepare a resolution of support and present at the next City Council meeting.

7. PERSONS WISHING TO APPEAR THAT ARE NOT ON THE AGENDA

- A. Dedra Hollingsworth, Interim County Economic Development Director introduced Jessie Quillan as the new County Economic Development Director.
- B. Barbara Lemley, 393 Northwest Fairway Drive asked for the members to consider purchasing the old Powers building to be used for a museum/meeting space.

8. OLD BUSINESS
None

9. NEW BUSINESS

A. RESOLUTIONS:

- 1. City Council Resolution No. 2011-103, if adopted, will authorize the City to enter into Supplemental Agreement Number Six to its Basic Contract with Tetra Tech, Inc., for professional consulting and engineering services consisting of preparing and providing City with a fire hydrant maintenance and inspection charge study in connection with the development of a charge to recover the costs for inspecting and maintaining the fire hydrants connected to the City's water system. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2011-103, authorizing the**

City to enter into Supplement Agreement Number Six to Basic Contract with Tetra Tech. Ms. Moses seconded the motion. A roll call vote was taken and the motion passed.

Mr. Jefferson Aye
Ms. Moses Aye
Mr. Hill Aye
Mr. Ward Aye
Mayor Witt Aye

2. City Council Resolution No. 2011-104, if adopted, finds and recommends that Project Liberty #1 be approved as an eligible business pursuant to Section 288.107(1)(e)2, Florida Statutes; requests a waiver of local financial support and provides for an effective date. **Mr. Ward made a motion to adopt City Council Resolution No. 2011-104, recommending that Project Liberty #1 be approved as an eligible business pursuant to Section 288.107 (1)(e)(2). Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Ward Aye
Mr. Hill Aye
Ms. Moses Aye
Mr. Jefferson Aye
Mayor Witt Aye

3. City Council Resolution No. 2011-105, if adopted, finds and recommends that Project Liberty #2 be approved as an eligible business pursuant to Section 288.107(1)(e)2, Florida Statutes; requests a waiver of local financial support and provides for an effective date. **Mr. Jefferson made a motion to adopt City Council Resolution No. 2011-105, recommending that Project Liberty #2 be approved as an eligible business pursuant to Section 288.107 (1)(e)(2). Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Jefferson Aye
Mr. Hill Aye
Ms. Moses Aye
Mr. Ward Aye
Mayor Witt Aye

4. City Council Resolution No. 2011-106, if adopted, will authorize the City to enter into Basic Contract for the provision of professional services with GTC Design Group, LLC, for engineering and consulting services. **Ms. Moses made a motion to adopt City Council Resolution No. 2011-106, authorizing the City to enter into Basic Contract with**

GTC Design Group. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion passed.

Ms. Moses	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mr. Ward	Aye
Mayor Witt	Aye

5. City Council Resolution No. 2011-107, if adopted, will authorize the City to enter into Basic Contract for the provision of professional services with Mittauer & Associates, Inc., for engineering and consulting services. **Ms. Moses made a motion to adopt City Council Resolution No. 2011-107, authorizing the City to enter into Basic Contract with Mittauer & Associates, Inc. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion passed.**

Ms. Moses	Aye
Mr. Jefferson	Aye
Mr. Hill	Aye
Mr. Ward	Aye
Mayor Witt	Aye

6. City Council Resolution No. 2011-108, if adopted, will authorize the City to enter into Basic Contract for the provision of professional services with Jones Edmunds & Associates, Inc., for engineering and consulting services. **Mr. Ward made a motion to adopt City Council Resolution No. 2011-108, authorizing the City to enter into Basic Contract with Jones Edmunds & Associates, Inc. Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Ward	Aye
Mr. Hill	Aye
Ms. Moses	Aye
Mr. Jefferson	Aye
Mayor Witt	Aye

7. City Council Resolution No. 2011-109, if adopted, will authorize the City to enter into Basic Contract for the provision of professional services with Crews Engineering Services, LLC, for engineering and consulting services. **Mr. Ward made a motion to adopt City Council Resolution No. 2011-109, authorizing the City to enter into Basic Contract with Crews Engineering Services, LLC. Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.**

Mr. Ward Aye
Mr. Hill Aye
Ms. Moses Aye
Mr. Jefferson Aye
Mayor Witt Aye

8. City Council Resolution No. 2011-110, if adopted, will authorize the City to enter into Amendment to Lease Agreement and Memorandum of Lease with Towercom III, LLC, for the purposes of correcting the legal description. **Ms. Moses made a motion to adopt City Council Resolution No. 2011-110, authorizing the City to enter into Amendment to Lease Agreement and Memorandum of Lease with Towercom III, LLC. Mr. Jefferson seconded the motion. A roll call vote was taken and the motion passed.**

Ms. Moses Aye
Mr. Jefferson Aye
Mr. Hill Aye
Mr. Ward Aye
Mayor Witt Aye

10. DEPARTMENTAL ADMINISTRATION

Mr. Johnson congratulated Mayor Witt and Vice Mayor/Council Member Jake Hill, Jr. for their participation in the Dale Carnegie Course.

11. COMMENTS BY COUNCIL MEMBERS

Mayor Witt reminded the Christmas Parade is on Saturday, December 10, 2011 and that the fire engine will pick up members riding in the parade at 5:30 PM at the Fire Station.

12. ADJOURNMENT

All matters having been handled, the meeting adjourned at 7:28 p.m. on a motion made and duly seconded.

Stephen M. Witt, Mayor/Council Member

Audrey E. Sikes, City Clerk

#3-C

The City Council in and for the citizens of the City of Lake City, Florida, met in Regular Session, on December 19, 2011 beginning at 7:00 P.M., in the City Council Chambers, located at City Hall 205 North Marion Avenue, Lake City, Florida.

PLEDGE OF ALLEGIANCE

INVOCATION - Council Member George Ward

1. ROLL CALL

Mayor/Councilman	Stephen M. Witt
Vice Mayor/Council Member	Jake Hill, Jr.
City Council	Eugene Jefferson
	Melinda Moses
	George R. Ward
City Attorney	Herbert F. Darby
City Manager	Wendell Johnson
Sergeant-at-Arms	Chief Argatha Gilmore
City Clerk	Audrey E. Sikes

2. PROCLAMATIONS
None

3. MINUTES
None

4. APPROVAL OF AGENDA
Ms. Moses made a motion to approve the agenda as presented. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.

5. APPROVAL OF CONSENT AGENDA
- A. Permit application from NE Florida Leadership Council to hold the Martin Luther King, Jr. Day Parade on Monday, January 16, 2012 with an alternate date of Saturday, January 21, 2012 (in case of rain) from 9:00 a.m. until 10:00 a.m. All supporting documents including certificate of insurance have been provided.
 - B. Permit application from Blue Grey Army, Inc. to hold the Olustee Battle Festival starting on Friday, February 17, through Saturday, February 18, 2012. All supporting documents including certificate of insurance have been provided.

Ms. Moses made a motion to approve the consent agenda, as presented, consisting of items A-B listed above. Mr. Jefferson seconded the motion and the motion carried unanimously on a voice vote.

6. PERSONS WISHING TO ADDRESS COUNCIL

None

7. PERSONS WISHING TO APPEAR THAT ARE NOT ON THE AGENDA

None

8. OLD BUSINESS

None

9. NEW BUSINESS

A. RESOLUTIONS:

1. City Council Resolution No. 2011-111, a resolution of the City Council urging tobacco retailers to stop the sale and marketing of flavored tobacco in the City of Lake City.
Ms. Moses made a motion to approve City Council Resolution No. 2011-111, urging tobacco retailers to stop the sale and marketing of flavored tobacco in the City of Lake City.
Mr. Hill seconded the motion. A roll call vote was taken and the motion passed.

Ms. Moses	Aye
Mr. Hill	Aye
Mr. Jefferson	Aye
Mr. Ward	Aye
Mayor Witt	Aye

10. DEPARTMENTAL ADMINISTRATION

Mr. Johnson requested for the two meeting in January to be held as follows: Monday, January 9th, 2012 and Monday, January 23, 2012

11. COMMENTS BY COUNCIL MEMBERS

Ms. Moses reminded the Community Redevelopment Advisory Committee would meet on January 10, 2012 at 5:30 PM.

12. ADJOURNMENT

All matters having been handled, the meeting adjourned at 7:18 p.m. on a motion made and duly seconded.

Stephen M. Witt, Mayor/Council Member

Audrey E. Sikes, City Clerk

9 A-1

CITY COUNCIL RESOLUTION NO. 2012-001

A RESOLUTION RE-APPOINTING EACH MARTIN MARTINEZ AND KURT RUPPERT, SR. TO SERVE AS MEMBERS OF THE PLANNING AND ZONING AND BOARD OF ADJUSTMENTS OF THE CITY OF LAKE CITY, FLORIDA.

WHEREAS, the Planning and Zoning Board (the "Board") created and established by the City of Lake City, Florida ("City") also acts and performs the duties of the Board of Adjustments of the City of Lake City (the "Board of Adjustments"); and

WHEREAS, the present term of Martin Martinez as a member of the Board expires February 7, 2012; and

WHEREAS, the present term of Kurt Ruppert, Sr. as a member of the Board expires February 6, 2012; and

WHEREAS, each Martin Martinez and Kurt Ruppert, Sr., has expressed a desire to be re-appointed and to continue to serve on the Board and Board of Adjustments; and

WHEREAS, the City finds that each is well-qualified and experienced to continue to serve on the Board and the Board of Adjustments and that it is in the public interest that each be re-appointed.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are all true and accurate and are hereby incorporated herein and made a part of this resolution.

Section 2. That each Martin Martinez and Kurt Ruppert, Sr. is hereby re-

appointed to serve as a member of the Planning and Zoning Board and the Board of Adjustments of the City for a three year term commencing February 7, 2012, and ending at Midnight, February 6, 2015, or until his successor is appointed.

PASSED AND ADOPTED at a meeting of the City Council this _____ day of _____, 2012.

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By: _____
HERBERT F. DARBY
City Attorney

CITY COUNCIL RESOLUTION NO. 2012-003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AUTHORIZING THE CITY TO ENTER INTO CONSULTING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES WITH HENRY A. SHELDON, P.E.

WHEREAS, Henry A. Sheldon, P.E., is a professional engineer licensed and registered in the State of Florida and is qualified to perform engineering services to the City of Lake City, Florida ("City"); and

WHEREAS, the City, from time to time, has previously engaged Sheldon to provide engineering services for the City relating to the City's utility system without the benefit of a written agreement; and

WHEREAS, the City and Sheldon find that it is in the best interest of City and Sheldon for the City to engage Sheldon's services in accordance with and pursuant to the provisions of Consulting Agreement for Professional Engineering Services, copy of which is attached hereto and made a part of this resolution (the "Agreement"); and

WHEREAS, the performance of the work, services and advice by Sheldon described in the Agreement is necessary and essential for the utility systems of the City; and

WHEREAS, the City desires to engage Sheldon to render professional engineering services described in the Agreement for the City's utility systems and Sheldon is willing to perform these services as an independent consultant to the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA, AS FOLLOWS:

Section 1. The above recitals are all true and accurate and are incorporated herein and made a part of this resolution.

Section 2. The City is hereby authorized to enter into the Agreement with Sheldon.

Section 3. The Mayor and City Clerk are authorized to execute the Agreement for and on behalf of the City.

PASSED AND ADOPTED at a meeting of the City Council this _____ day of _____, 2012.

Mayor-Councilman

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

By:

HERBERT F. DARBY
City Attorney

**CONSULTING AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES
BETWEEN CITY OF LAKE CITY, FLORIDA, AND HENRY A. SHELDON, P.E.**

THIS PROFESSIONAL ENGINEERING SERVICES AGREEMENT

("Agreement") is made on January 1, 2012, between the CITY OF LAKE CITY, FLORIDA, a municipal corporation organized under the laws of the State of Florida ("City"), whose address is 205 North Marion Avenue, Lake City, Florida 32055, and HENRY A. SHELDON, a professional engineer registered under the State of Florida ("Sheldon"), having a principal place of business at 11611 SW 89th Street, Gainesville, Florida 32608.

RECITALS

A. Sheldon is a professional engineer licensed and registered in the State of Florida and is qualified to perform engineering services to the City as provided for in this Agreement.

B. The City, from time to time, has previously engaged Sheldon to provide engineering services for the City relating to the City's utility system without the benefit of a written agreement.

C. The City and Sheldon find that it is in the best interest of City and Sheldon for the City to engage Sheldon's services in accordance with and pursuant to the provisions of this Agreement.

D. The performance of the work, services and advice by Sheldon described in this Agreement is necessary and essential for the utility systems of the City.

E. The City desires to engage Sheldon to render professional engineering

services described in this Agreement for the City's utility systems and Sheldon is willing to perform these services as an independent consultant to the City.

NOW, THEREFORE, in consideration of the premises and agreements contained herein City and Sheldon agree as follows:

1. **RECITALS**. The above recitals are all true and correct and are incorporated herein and made a part of this Agreement.

2. **SCOPE OF WORK**. Sheldon shall assist City as requested in the day-to-day planning, management, and problem solving of its water, sewer, gas, drainage and underground utility systems. Examples of assistance and services to be provided by Sheldon include, but are not limited, to the following:

- A. Capital Improvement Plans
- B. Review of other Engineering Reports and Designs
- C. Being available by cell phone 24 hours seven days each week
- D. Interaction with governmental agencies, developers, and general public
- E. Preparation of Presentations
- F. Serve on CCNA Selection Committees
- G. Attendance at all City Utility Committee Meetings and as needed at City Council Meetings.
- H. Serve as 'Engineer-of-Record' for:
 - (a) In-House designed and constructed pipelines (water mains, force mains, gas mains, etc.). Work to include assistance in route

selection, final alignment, CAD review, sign and seal of permit documents, attendance at FDEP & FDOT meetings and preparation of permit applications, along with periodic construction inspection, and certifications of completion of projects.

- (b) Wastewater Bio-Solids Nutrient Management Plan including preparation of quarterly progress reports, review of lab analyses, monthly site inspections, and coordination and response as needed with FDEP.

3. **DELIVERABLES** . Deliverables anticipated under this Agreement include the following:

- A. Engineering memos, email transmittals, letter reports and supportive documents for projects identified in Paragraph 2 above.
- B. FDEP permit applications and supporting documents for In-House design projects.

4. **ASSUMPTIONS**.

- A. Engineer will report to the Utility Director and will be 'in-town' a minimum of one day per week as well as at Utility Committee and City Council meetings as described above. It is assumed that attendance at City Council meetings will be in the order of 6 per year.
- B. City to provide daily construction inspection of In-House design pipeline projects,

C. Work does not include preparation of CAD drawings, Bid Documents, or Engineering Reports other than as described above.

5. **TERM OF AGREEMENT.** This Agreement for services shall be in effect for two (2) calendar years commencing January 1, 2012. This Agreement may be terminated by either party after January 1, 2013, by either party giving sixty (60) days' written notice of termination to the other party. Notwithstanding anything herein to the contrary, the term of this Agreement may be extended as mutually agreed upon in writing by both parties, subject to approved revisions of the scope of work, assumptions, deliverables and compensation for subsequent calendar years.

6. **COMPENSATION.** City agrees to pay Sheldon and Sheldon agrees to accept from City as full compensation for his engineering services, including all direct expenses (travel, phone, document reproduction, etc.) provided for in this Agreement FOUR THOUSAND AND NO/100 DOLLARS (\$4,000.00) each month commencing January 1, 2012.

7. **CHANGES TO SCOPE OF WORK.** City may request changes in the scope of services of Sheldon to be performed hereunder. Such changes, including any increase or decrease in the amount of Sheldon's compensation, which are mutually agreed upon by and between City and Sheldon, shall be incorporated in written amendments to this Agreement.

8. **ASSIGNABILITY.** Sheldon shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs

pertaining to this Agreement and other such records as may be deemed necessary by City to assure proper account for all project funds.

9. **INSURANCE**. Sheldon shall procure and maintain at his expense the following insurance policies all with minimum \$1,000,000.00 limits of coverage:

- A. Commercial general liability for injuries to any one person and for property damages.
- B. Major Medical Insurance Policy.
- C. Automobile and Travel.

10. **INDEMNIFICATION**. Sheldon agrees to indemnify City and its officers, agents, and employees against all actions of any character brought because of any injury or damages sustained by any person, persons, or property resulting from any asserted negligent act, error, or omission of Sheldon or his agents or employees. Sheldon is not required under this Agreement to defend the City, its officers, agents, or employees, or any of them from assertions that they were negligent, or indemnify them from liability based on their negligence. The indemnity required here shall not be limited by reason of the specification of any particular insurance coverage in this Agreement.

11. **INDEPENDENT CONSULTANT**. Sheldon is an independent consultant to City and shall not be entitled to any City benefits or compensation other than as herein provided.

12. **ENTIRE AGREEMENT**. This Agreement constitutes the entire agreement

between City and Sheldon and supercedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

13. **PARTIES BOUND**. This Agreement shall be binding upon and shall inure to the benefit of City and Sheldon, their successors and assigns.

14. **GOVERNING LAW**. This Agreement is to be governed by the laws of the State of Florida.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

Signed, sealed and delivered
in the presence of:

CITY OF LAKE CITY, FLORIDA

Witness

(Print/type name)

(Print/type name)

Witnesses as to City

By: _____

STEPHEN M. WITT
Mayor

ATTEST: _____

AUDREY E. SIKES
City Clerk

(SEAL)
"CITY"

APPROVED AS TO FORM AND LEGALITY:

By: _____

HERBERT F. DARBY
City Attorney

Signed, sealed and delivered
in the presence of:

Witness

(type or print name)

Witness

(type or print name)

Witnesses as to Henry A. Sheldon

HENRY A. SHELDON, P.E.
Professional Engineer

(SEAL)

"SHELDON"

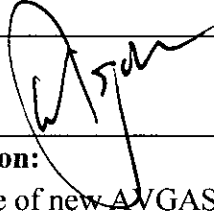
Meeting Date
1-23-2012

City of Lake City Report to Council

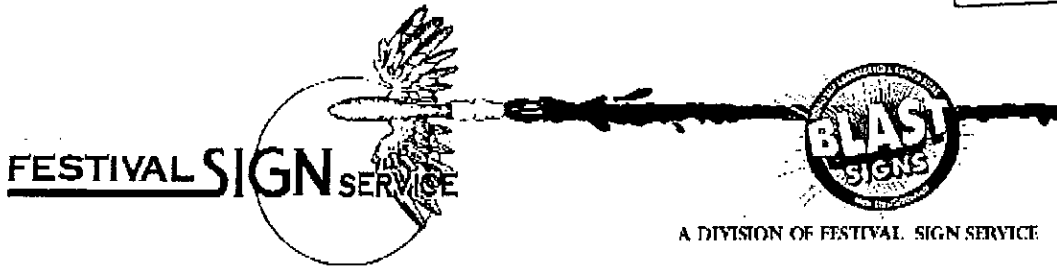
AGENDA	
Section	10
Item No.	A

SUBJECT: Purchase of New AVGAS Fuel Truck

DEPT. / OFFICE: Lake City Gateway Airport

Originator: Nick Harwell		
City Manager Wendell Johnson	 Department Director Nick Harwell	Date January 18, 2012
Recommended Action: Approve the purchase of new AVGAS Fuel Truck.		
Summary Explanation & Background: The AVGAS fuel truck that currently services General Aviation aircraft continues to fail. More specifically during cold weather events. Airport personnel have gone to great lengths to maintain this truck by placing heat lamps underneath the truck carriage (which creates a safety issue) when temperatures drop in an effort to heat the lifters and establish compression for engine firing capability. During our most recent decline in temperatures the AVGAS Fuel Truck was inoperable until 11:15 a.m. in our business day. Staff has researched several alternatives to include the leasing of a new/used AVGAS Fuel Truck or the purchase of a chassis and transferring all existing equipment to the new chassis. It was determined through this research that the purchase of a new AVGAS Fuel Truck would be a more cost effective approach. With the approval to purchase a new AVGAS Fuel Truck, Lake City Gateway Airport can continue to provide AVGAS fuel to its General Aviation customers and avoid any interruption in service.		
Alternatives: Continue repairing the existing AVGAS Fuel Truck.		
Source of Funds: 440-0130-542.64 in the amount of \$60,000.00 with additional funds from prior year (i.e. reserve account)		
Financial Impact: The original budgeted amount of \$60,000.00 and the estimated balance of \$30,000.00 - \$35,000.00 to be drawn from the reserve account for the purchase of a new AVGAS Fuel Truck		
Exhibits Attached: None.		

10-B



SIGN ESTIMATE #4574

12/9/2011

Prepared For:

City of Lake City
205 N. Marion Avenue
Lake City, FL 32055

Prepared By:

Stephanie Hagstrom
Festival Sign Service
2101 NE 31st Ave
Gainesville, FL 32609

Phone: 386-719-5816

Fax: 386-755-6112

Phone: 352-376-0003

Fax: 352-376-1205

Alt. Phone:

Alt. Phone:

E-Mail: harwelln@lcfla.com

E-Mail: info@festivalsignservice.com

Description:

Lake City Airport Signage - Auxiliary Exterior Signage and Interior Signage (v3) Amended

Quantity	Description	Each	Total	Taxable
1	<p>LAND SIDE WALL SIGN 35" x 68" x corrugated metal, singlesided, non-illuminated, powder coated custom blue. Aluminum tubing frame painted blue.</p> <p>(1) set logo and letters - custom router cut letters 1" Black PVC with brushed aluminum laminate stud mounted to corrugated metal. Logo: Airplane, swooshes (painted). Copy: "Lake City Gateway Airport"</p> <p>Delivered and installed on wall.</p>	3443.81	\$3,443.81	
1	<p>AIR SIDE WALL SIGN 35" x 50" x 3mm aluminum max metal, singlesided, non-illuminated, standard coated blue. Aluminum tubing frame painted blue.</p> <p>(1) set logo and letters - custom router cut letters 1" Black PVC with brushed aluminum laminate stud mounted to Max Metal. Logo: Airplane, swooshes (painted). Copy: "Lake City Gateway Airport" "Elevation 200"</p> <p>Delivered and installed on wall.</p>	3107.61	\$3,107.61	
1	<p>BRONZE PLAQUE (1) 12" x 12" bronze plaque with full color giclee panel of city logo.</p> <p>Delivered and installed on wall.</p>	641.90	\$641.90	

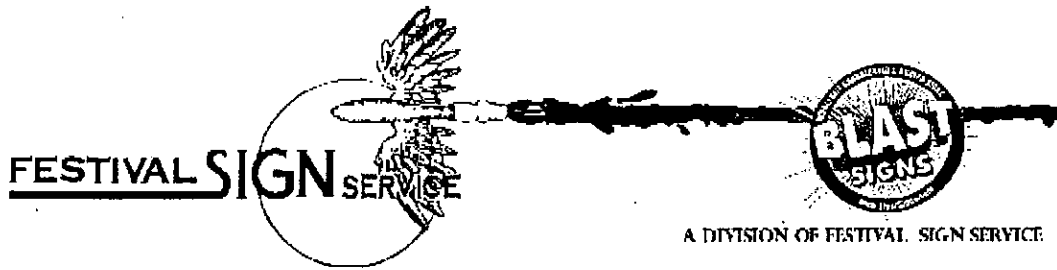


A DIVISION OF FESTIVAL SIGN SERVICE

SIGN ESTIMATE #4574

12/9/2011

1	Interior Identification Signs - List below 1/8" clear non-glare acrylic backpainted (1) standard color #72 Navy Blue. Copy raised (1) standard color white with braille. Mount Tape per ADA specifications (20) Room signs 4" x 6" (4) Bathroom Signs with symbols 8" x 6" Delivered and installed. PUBLIC AREA Mens Room with symbol Womens Room with symbol No Re-entry Ice Machine Pilot's Lounge Flight Planning Shower Storage x 2 Conference Room x2 Lounge After Hours Exit (with left arrow) STAFF AREA Office x 2 Conference Room x 2 Mens Room w/symbol Womens Room w/symbol Janitorial Break Room Storage Airport Director Staff Only x 2	1375.00	\$1,375.00
1	Tower Sign 48" x 48" x 3mm aluminum max metal, singlesided, non-illuminated, powder coated blue. (1) letter - custom router cut letter "G" and "airplane" - 1" Black PVC with brushed aluminum laminate and three painted swooshes - mounted to max metal. Delivered and installed on wall.	439.43	\$439.43
1	12" x 18" x .080 aluminum non-reflective, singlefaced, radius corners, (2) holes, 1 standard vinyl color blue reverse cut white copy "After Hours Access" with left arrow Installed on wall	62.20	\$62.20
1	Window Graphics - cut, weed, transfer tape, install on location. "After Hours Access" and "Authorized Personnel Only"	37.50	\$37.50
2	3" x 8" Blue background white vinyl copy - aluminum composi "Mechanical Room" attached with industrial adhesives.	24.17	\$48.34
1	Graphic Dept. charges	1415.00	\$1,415.00



SIGN ESTIMATE #4574

12/9/2011

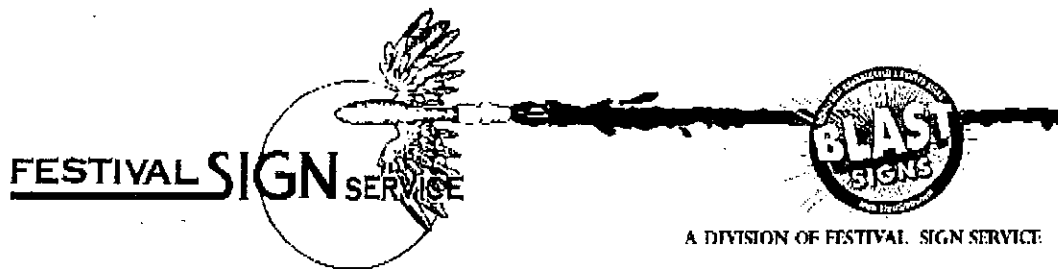
1	Main Sign - Original Engineering Drawings	375.00	\$375.00
		Subtotal	\$10,945.79
		Total	\$10,945.79

Terms:

This estimate good for 30 days. 50% deposit due on signing, 50% due upon completion.

By my signature, I authorize work to begin and agree to pay the final invoice in full according to the terms on this agreement.

Signed by	Date	Amt. Paid Today
-----------	------	-----------------



SIGN ESTIMATE #4574

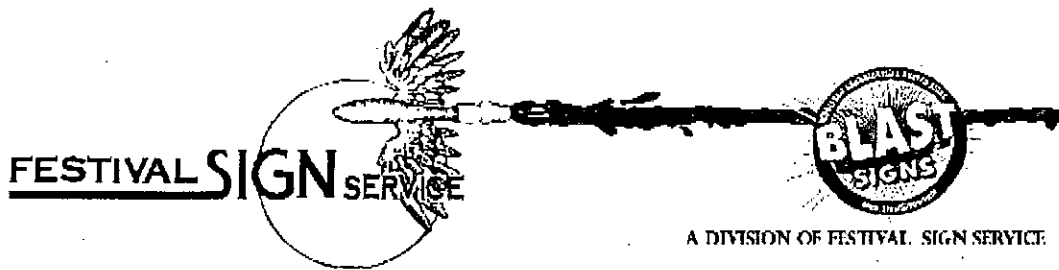
9/20/2011

<p>Prepared For: City of Lake City Gary Miner 13453 N. Main St., Suite 106 Jacksonville, FL 32218 Phone: 904-757-6106 Fax: 904-757-6107 Alt. Phone: 352-246-4399 E-Mail: gminer@passero.com; gvmnr10@gmail.com</p>	<p>Prepared By: Stephanie Hagstrom Festival Sign Service 2101 NE 31st Ave Gainesville, FL 32609 Phone: 352-376-0003 Fax: 352-376-1205 Alt. Phone: E-Mail: info@festivalsignservice.com</p>
---	---

Description:

Lake City Airport Signage - Auxillary Exterior Signage and Interior Signage (v2)

Quantity	Description	Each	Total	Taxable
1	<p>LAND SIDE GLASS SIGN 32" x 68" x 1/4" tempered glass glazed with blue, mounted in clear anodized aluminum frame with 4" x 4" x 7.5' aluminum tubing posts, singlesided, non-illuminated with clear corrugated back panels.</p> <p>(1) set logo and letters - custom router cut letters 1" Black PVC with brushed aluminum laminate glued to glass with industrial adhesive. Logo: Airplane, swooshes. Copy: "Lake City Gateway Airport"</p> <p>Delivered and installed, posts in cement.</p>	3999.81	\$3,999.81	
1	<p>AIR SIDE SIGN 24" x 36" x 22mm corrugated aluminum panels powder coated blue, mounted in clear anodized aluminum frame with 4" x 4" x 7.5' aluminum tubing posts, singlesided, non-illuminated.</p> <p>(1) set logo and letters - custom router cut letters 1" Black PVC with brushed aluminum laminate affixed with studs. Copy: Lake City Gateway Airport Elev. 200'</p> <p>Delivered and installed, posts in cement.</p>	3079.32	\$3,079.32	
1	<p>FLAG POLE SIGN 24" x 48" x 22mm corrugated aluminum panels powder coated blue, mounted in clear anodized aluminum frame with 4" x 4" x 7.5' aluminum tubing posts, singlesided, non-illuminated.</p> <p>(1) 12" x 12" bronze plaque with full color giclee panel of city logo</p> <p>Delivered and installed, posts in cement.</p>	2487.90	\$2,487.90	



SIGN ESTIMATE #4574

9/20/2011

1	(24) Interior Identification Signs - per sign list and key list provided (8 bathroom signs on Mandese order)	1373.60	\$1,373.60
	Room name signs - 4" x 6" x 1/8" clear non-glare acrylic backpainted (1) standard color blue. Copy and lines raised (1) standard color white with braille. Mount Tape.		
	Standard color: #72 Navy Blue with White Copy		
	Delivered and installed.		
5	(3) 150 watt high pressure sodium flood lamps (1 each sign) (2) 250 watt high pressure sodium flood lamps (2 for main monument)	255.00	\$1,275.00
	Installation by customer.		
7	Graphic Dept. charges - final invoice will include actual hours spent on graphic elements of this project.	65.00	\$455.00
1	Sign Permits - Sign permits at cost plus processing fees.	325.00	\$325.00
1	Engineering Drawing - Engineering costs plus processing fees.	375.00	\$375.00
1	-Drawings used for this quote have not been reviewed by an Engineer. Price may change following engineering specifications -FSS to call 811 dig before digging -No on-site inspection has been obtained for installation location. Installation area must be clear of obstructions. Installation is assumed into soil with no obstructions underground. If installation location includes rocks, hard clay, cement or asphalt that impede the installation process, additional labor hours will be charged at \$65 an hour.	0.00	\$0.00
1	Electrical hook up by contractor	0.00	\$0.00
1	Main Sign Design and Graphic Charges - Change of Logo design. Permitting and Engineering for main sign	960.00	\$960.00
		Subtotal	\$14,330.63
		Total	\$14,330.63

Terms:

By my signature, I authorize work to begin and agree to pay the final invoice in full according to the terms on this agreement.

Signed by _____ Date _____ Amt. Paid Today _____

To: City of Lake City
205 N. Marion Avenue
Lake City, FL 32055

Lake City Airport Project Estimate

Sign #1 – Land Side - \$4,300

32" x 68" blue glazed glass, aluminum frame, aluminum posts, singlesided with clear corrugated aluminum. Letters 1" black PVC, aluminum laminate "Lake City Gateway Airport, logo and airplane". Installed.

Sign #2 – Air Side - \$3,300

24" x 36" corrugated aluminum powder coated, aluminum frame, aluminum posts, singlesided. Letters 1" black PVC, aluminum laminate "Lake City Gateway Airport Elev. 200' . Installed.

Sign #3 – Flag Pole - \$3,000

24" x 48" corrugated aluminum powder coated, aluminum frame, aluminum posts, singlesided. Plaque 12" x 12" bronze full color giclee. Installed.

Interior Signage - \$1,500

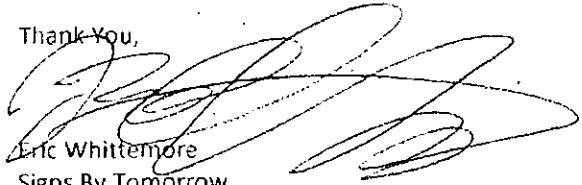
(24) 4" x 6" clear acrylic painted blue, raised letters and Braille. Installed.

Miscellaneous

Graphic charges, permits, engineering - \$1,200

Spot lights (5) - \$1300 (electrical hook up by others)

Thank You,



Eric Whittemore
Signs By Tomorrow
210 NW 10th Ave.
Gainesville, FL 32601



ESTIMATE

1611 South Main Street
 Gainesville, Florida 32601
 Ph. (352) 377-2322 Fax (352) 377-4249
 email: info@jeffcoatsigns.com

Please look over this estimate and any
 accompanying sketches and fax back signed
 copy of each to show your approval

To: City of Lake City
 205 N. Marion Avenue
 Lake City, FL 32055

10/24/2011

All estimates valid for 30 days

DESCRIPTION	QTY	ESTIMATE NO. 6152	
		COST	TOTAL
Land Side Post Sign - 32" x 68" blue glazed glass, aluminum clear anodized frame, aluminum posts 7.5', singlesided with clear corrugated aluminum substrate. Letters 1" black PVC, brushed aluminum laminate "Lake City Gateway Airport, logo and airplane". Installed.	1	4,400.00	4,400.00T
Air Side - 24" x 36" corrugated aluminum powder coated blue, aluminum clear anodized frame, aluminum posts, singlesided. Letters 1" black PVC, aluminum laminate "Lake City Gateway Airport Elev. 200' . Installed	1	3,360.00	3,360.00T
Flag Pole - 24" x 48" corrugated aluminum powder coated blue, aluminum clear anodized frame, aluminum posts, singlesided. Plaque 12" x 12" bronze full color giclee. Installed.	1	2,600.00	2,600.00T
Interior Signage - (24) clear acrylic, back painted blue, raised letters and Braille white. Installed.	1	1,480.00	1,480.00T
Graphic charges, permits, engineering - \$1,200	1	1,200.00	1,200.00T
Spot lights (5) - (electrical hook up by contractor)	1	1,300.00	1,300.00T
Sales Tax - 6.25%		6.25%	896.25
		TOTAL	\$15,236.25

All work 50% down, balance due upon completion. The undersigned hereby accepts the above offer and agrees to the terms, conditions, prices, and payment(s) so specified for services, labor and material to be furnished, with the intent to be legally bound. The contract price is secured by a construction lien. A 1.5% service charge per month will be added to past due accounts.

Deposit Amount
Check Number
Date Received

SIGNATURE _____

**NOTICE OF MEETING CANCELLATION
FOR THE JANUARY 17, 2012 CITY COUNCIL MEETING.**

**THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA
WILL NOT MEET ON TUESDAY, JANUARY 17, 2012 AT 7:00
P.M. THE NEXT MEETING WILL BE HELD ON MONDAY,
JANUARY 23, 2012 AT 7:00 PM IN THE CITY COUNCIL
CHAMBERS LOCATED ON THE SECOND FLOOR OF CITY
HALL, 205 NORTH MARION AVENUE, LAKE CITY, FLORIDA.**

**AUDREY E SIKES
City Clerk**

COMMUNITY CALENDAR

NOTICE OF MEETING ADVISORY AIRPORT COMMITTEE CITY OF LAKE CITY

NOTICE IS HEREBY GIVEN that the Advisory Airport Committee for the City of Lake City, Florida will hold a meeting on Monday, January 23, 2012. The meeting is scheduled for 6:00 p.m. at City Hall, 205 North Marion Street, Lake City, Florida.

All interested persons are invited to attend.

AUDREY E SIKES
City Clerk

CITY COUNCIL MEETING

THE CITY COUNCIL OF THE CITY OF LAKE CITY, FLORIDA WILL MEET ON MONDAY, JANUARY 23, 2012 AT 7:00 P.M. IN THE COUNCIL CHAMBERS LOCATED ON THE SECOND FLOOR OF CITY HALL AT 205 NORTH MARION AVENUE, LAKE CITY, FLORIDA

All interested persons are invited to attend.

SPECIAL REQUIREMENTS: If you require special aid or services for any of the meetings identified above, as addressed in the American Disabilities Act, please contact the City Manager's Office at (386) 719-5768.

AUDREY E SIKES
City Clerk