

City of Live Oak  
City Council Meeting Minutes  
June 10, 2025

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The Live Oak City Council met Tuesday, June 10, 2025, at 5:30 p.m. in City Hall, located at 101 SE White Ave., Live Oak, Florida 32064 for a regular monthly meeting. The following officials were present: Council President Matt Campbell, Councilmember Vanessa Robinson, Councilmember Gladys Owens, Councilmember David Alford, Mayor Frank Davis, City Clerk John Gill, City Manager Larry Sessions, and City Attorney Todd Kennon. Absent: Councilmember Tommie Jefferson

Council President Campbell called the meeting to order.

Mayor Davis led the invocation, which was followed by the Pledge of Allegiance to the Flag.

Council President Campbell proceeded to the first agenda item, approval of the agenda with any additions, deletions or changes. Councilmember Alford made a motion to approve the agenda as presented, which Councilmember Owens seconded. The motion carried unanimously.

Council President Campbell proceeded to the approval of the May 13<sup>th</sup>, regular monthly city council meeting minutes, and the May 27<sup>th</sup> special called city council meeting minutes. Councilmember Robinson made a motion to approve the minutes as presented, which Councilmember Alford seconded. The motion carried unanimously.

Council President Campbell then opened the floor for Public Comments. The following individuals spoke: Terry Gerson regarding the police department.

With no other comments, the floor was closed to public comments.

Council President Campbell then turned the floor over to Mayor Davis with matters regarding the city. Mayor Davis reminding everyone of the Juneteenth Celebration on June 21, 2025 at 2.00pm, also the Freedom Fest on July 4, 2025 where the Purple Heart recipients will be honored.

Council President Campbell proceeded to his agenda item, discussion with possible council action, permitting City Manager Larry Sessions and Finance Director Joanne Luther to explore options for adding an assistant position to the code enforcement department in the upcoming budget. Mr. Campbell explained that there is a 2 year back log from the previous code enforcement officer along with the hurricanes from last year has the new code enforcement officer backed up and he will need assistance. Councilmember Robinson made a motion to allow both City Manager and Finance Director to explore options for an assistant and to present it at the next budget meeting, which Councilmember Alford seconded. The motion carried unanimously.

Council President Campbell proceeded to Councilmember Robinson agenda item, discussion regarding social media and turned the floor over to Councilmember Robinson. Councilmember Robinson stated that she would like the social media account for the City of Live Oak to be maintained by the clerk's department. After discussion, Mr. Sessions advised that he will come up with a plan on how social media will be handled and who will be responsible.

Councilmember Robinson proceeded to discussion with possible Council action, retaining appropriate accounting firm or other entity to examine and audit Cyber Security and payment procedures for the City of Live Oak and/or developing policies and procedures for future Cyber Security and payment procedures for the City of Live Oak, Florida. Councilmember Robinson spoke regarding the cyber thief of \$450,000 that was stolen from the city which is still under investigation. Police Chief Davis explained that he is available to speak with council privately but he was not able to discuss the matters of the case in public being that the investigation is still ongoing. Councilmember Robinson recommended that moving forward the city should retain an expert company to come in and review the policy & procedures that are in place in order to better protect the city. Council President Campbell opened the floor for public comment. Mr. Moses Clepper spoke regarding cyber security. With no other comments, the floor was closed to public comments. Councilmember Robinson made a motion that both the city manager and city attorney find a 3<sup>rd</sup> party company to review the policy & procedures that are in place, which Councilmember Owens seconded. The motion carried unanimously.

Council President Campbell proceeded to Councilmember Owens discussion with possible council action item; to amend City's Land Development Regulation to allow chickens within the City of Live Oak. Development Manager George Curtis approached council and explained the current Land Development Regulations regarding chickens along with the possible steps on creating an ordinance to allow chickens in the city. Councilmember Owens made a motion to have staff further research procedures to have chickens within the city of Live Oak, which Councilmember Robinson seconded. The motion carried unanimously.

Council President Campbell turned the floor over to City Manager Sessions who moved to discussion with possible council action regarding property lease for public works. Mr. Sessions explained that the old Dodge dealership would be the best place to move the Public Works Department and recommends council approval to negotiate a lease agreement. Councilmember Robinson explained that she has other ideas for the building and the options should be explored. Councilmember Alford made a motion to allow the City Manager to negotiate a lease agreement, which Councilmember Owens seconded. A vote was taken with Councilmember Robinson dissenting. The motion carried 3 to 1.

Mr. Sessions moved to discussion with possible council action, award bid RFP 02-2025, Heritage Park and Gardens Mansion Community Building Roof Replacement. Mr. Sessions recommends awarding the bid to O'Neal Roofing in the amount of \$174,094

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with CRA funds paying for the repairs. Councilmember Alford made a motion to award the bid RFP 02-2025 to O'Neal Roofing, which Councilmember Robinson seconded. The motion carried unanimously.

Mr. Sessions moved to discussion with possible council action, Resolution 2025-14, a resolution accepting a bid from O'Neal Roofing related to the removal of the old roof and installation of a new roof system on Heritage Park and Gardens Mansion, providing for the award and execution of a contract. Mr. Kennon read the title into the record. Councilmember Alford made a motion to approve Resolution 2025-14, which Councilmember Robinson seconded. The motion carried unanimously.

Council President Campbell moved to discussion with possible council action, Resolution 2025-20, a resolution providing for the adoption of a nondiscrimination policy pursuant to Title VI of the Civil Rights Act of 1964 and the Civil Rights Act of 1992, providing for the adoption of assurances to the Florida Department of Transportation pursuant to Section 9 of Order 1050.2A, of the U.S. Department of Transportation. Mr. Kennon read the title into the record. Councilmember Robinson made a motion to approve Resolution 2025-20, which Councilmember Owens seconded. The motion carried unanimously.

Council President Campbell moved to discussion with possible council action, Resolution 2025-21, a resolution amending the adopted position description of the Planner-I position. Mr. Kennon read the title into the record. Councilmember Alford made a motion to approve Resolution 2025-21, which Councilmember Owens seconded. The motion carried 3 to 1 with Councilmember Robinson dissenting.

Council President Campbell moved to discussion with possible council action, Resolution 2025-22, a resolution creating and establishing a new job position, Building Department Staff Assistant, providing for qualifications duties and responsibilities. Mr. Kennon read the title into the record. Councilmember Alford made a motion to approve Resolution 2025-22; the motion failed due to a lack of a second.

Council President Campbell moved to discussion with possible council action, Resolution 2025-23, a resolution authorizing the execution of a right-of-way maintenance agreement with the State of Florida Department of Transportation, and the City of Live Oak, Florida. Mr. Kennon read the title into the record. Councilmember Alford made a motion to approve Resolution 2025-23, which Councilmember Robinson seconded. The motion carried unanimously.

Council President Campbell moved to discussion with possible council action, Resolution 2025-24, a resolution authorizing the execution of a consent to assignment and assumption of obligation. Mr. Kennon read the title into record. Councilmember Robinson made a motion to approve Resolution 2025-24, which Councilmember Alford seconded. The motion carried unanimously.

Council President Campbell moved to discussion with possible council action Resolution 2025-25, a resolution authorizing the execution of Amendment No. 1 and Amendment No. 2 with Operations Management International, Inc. associated with stormwater planning services for the city. Mr. Kennon read the title into the record. Councilmember Robinson made a motion to approve Resolution 2025-25, which Councilmember Alford seconded. The motion carried unanimously.

Council President Campbell moved to discussion with possible council action, final reading of Ordinance 1534, an Ordinance amending the code of ordinances of the City of Live Oak, Florida to provide for lien amnesty and forgiveness of fines and liens associated with code enforcement proceedings. Mr. Kennon read the title into the record. Council President Campbell opened the floor for public comment. With none heard, Council President Campbell closed public comments. Councilmember Robinson made a motion to approve ordinance 1534, which Councilmember Alford. The motion carried unanimously.

Council President Campbell moved to discussion with possible council action, final reading of Ordinance 1535, an ordinance related to powers of local authorities, speed detection system placement and installation, school crossing guard recruitment and retention program, speed detection system in school zones, speed detection systems penalties, driver license points, providing for the repeal of ordinances in conflict herewith. Mr. Kennon read the title into the record. Council President Campbell opened the floor for public comments. Mr. Wayne Hannaka, Mr. David Bocchino with Blue Line Solutions gave information on how the company would benefit the city of Live Oak, Mr. Adam Collins, and Ms. January Jernigan spoke regarding this ordinance. Council President Campbell closed public comments. Councilmember Alford made a motion to approve the final reading of Ordinance 1535, which Councilmember Owens seconded. After discussion a vote was taken with Councilmember Owens, Robinson, and Council President Campbell against, and Councilmember Alford in favor. The motion failed 3 to 1.

Council President Campbell moved to discussion with possible council action, final reading of Ordinance 1531, an ordinance amending the zoning district to 0.282 acres of land on the official zoning atlas of the City of Live Oak Land Development Regulations, pursuant to an application, LDR 25-01 by the property owners and/or their authorized representative, under the amendment procedures established in article three of the land development regulations providing for a change in the assigned zoning district from Residential Single Family to Residential Office, on certain lands within the corporate limits of the City of Live Oak, Florida. (Location: 704 Duval Street NE). Mr. Kennon went over the rules regarding a public hearing and then read the title into record, stating that City Clerk John Gill will be swearing in staff and the public who will give testimony regarding the final reading of Ordinance 1531. Mr. Gill swore in Development Manager George Curtis. Mr. Curtis gave an explanation of this ordinance and recommends approval based on the criteria submitted. Mr. Gill swore in the applicant Latisha Robinson, who explained her plans for the property. Council President Campbell opened the floor for public comments, none heard. Council President Campbell closed

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public comments. Councilmember Alford made a motion for approval on the final reading of Ordinance 1531, which Councilmember Robinson seconded. The motion carried unanimously.

Council President Campbell moved to discussion with possible council action, final reading of Ordinance 1533, ANX 25-02, (0.09-acre MOL) of property off of Mesa St. NW, generally northwest of Ag-Pro and Publix developments, an ordinance voluntarily annexing certain real property into the city limits of Live Oak, Florida, and redefining the boundary lines of the municipality to include said property (Location: Mesa Street, Northeast of Ag-Pro & Publix). Mr. Kennon read the title into the record. Mr. Curtis, previously sworn-in, explained the analysis that was done on the parcels and recommends approval based on the criteria submitted. Council President Campbell opened the floor for public comments. With none heard, Council President Campbell closed public comments. Councilmember Robinson made a motion to approve the final reading of Ordinance 1533, which Councilmember Alford seconded. The motion carried unanimously.

Council President Campbell moved to discussion with possible council action, final reading of Ordinance 1536, an ordinance amending the zoning district to 0.89 acres of land on the official zoning atlas of the City of Live Oak Land Development Regulations, pursuant to an application, LDR 25-02 by the property owners and/or their authorized representative, under the amendment procedures established in Article Three of the Land Development Regulations, providing for a change in the assigned zoning district from County Commercial-Intensive to City Commercial-Intensive on certain lands within the corporate limits of the City of Live Oak, Florida (1720 Ohio AVE. N). Mr. Kennon read the title into the record. Mr. Curtis, previously sworn-in, gave an explanation of this ordinance and recommends approval based on the criteria submitted. Council President Campbell opened the floor for public comments. With none heard, Council President Campbell closed public comments. Councilmember Alford made a motion to approve the final reading of Ordinance 1536, which Councilmember Robinson seconded. The motion carried unanimously.

With there being no further business, the meeting was adjourned.

Councilmember Matt Campbell  
City Council President

Attest:  
Mr. John Gill  
City Clerk