

City of Live Oak

City Council Budget Workshop Meeting Minutes

July 28, 2026

The Live Oak City Council met Tuesday, July 28, 2026, at 4:30 p.m. in City Hall located at 101 SE White Ave., Live Oak, Florida 32064. The following officials were present: Council President Vanessa Robinson, Councilmember Adam Collins, Councilmember Matt Campbell, Councilmember Gladys Owens, Councilmember David Alford, Mayor Frank Davis, City Clerk John Gill, Development Manager George Curtis, and City Attorney Todd Kennon. Absent: City Manager Larry Sessions.

Council President Robinson called the meeting to order.

Mayor Frank Davis led the Invocation followed by Pledge of Allegiance to the American Flag.

Development Manager George Curtis introduced Finance Director Tammie Girard to present the 2026-27 operational budget.

- **Personnel Compensation and Benefits:** The council reviewed proposed salary increases, including a 3.5% Cost of Living Adjustment (COLA) for the police department and a 4% COLA for general staff. The discussion emphasized that total compensation includes significant benefits such as FICA, retirement, and health insurance.
- **Regulatory Compliance and Infrastructure:** Key expenditures were identified for state-mandated ADA website compliance (due January 2027) and a necessary fire assessment study to evaluate department funding and staffing needs.
- **Financial Oversight and Capital Outlay:** The session covered specific line items including a \$500,000 allocation for city generators, general liability insurance increases of 8%, and the transition of accounting systems to laser-check processing.
- **Systemic Modernization Needs:** The city's current software infrastructure is significantly outdated. Transitioning to cloud-based modules like Naviline is viewed as essential to improve inter-departmental communication, enable online public payments, and reduce manual data entry errors.
- **Budgetary Variance Analysis:** Council members noted discrepancies where budgeted amounts for contractual services and operating supplies were nearly double the actual expenditures. This prompted a directive for the Finance Department to provide more precise projections based on historical spending trends.
- **Growth-Driven Administrative Pressure:** Rapid local development has led to an "explosion" in permitting requests, highlighting the urgent need for technological upgrades to maintain efficiency and meet statutory timelines.
- **Strategic Fiscal Prioritization:** The council reached a consensus to adopt a "must-haves versus wants" framework, ensuring that essential infrastructure and legal compliance are funded before considering discretionary requests.

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- **Directed Financial Investigation:** The Finance Director is tasked with investigating high-cost discrepancies in copier leases, IT consulting fees, and the \$500,000 generator project to provide clarified figures for the next session.
- **Individual Member Consultations:** To facilitate a more efficient public workshop, council members will schedule one-on-one meetings with the Finance Director to review salary and benefit spreadsheets in detail.
- **Adjournment:** The workshop was adjourned with a formal decision to reconvene for a comprehensive budget session on August 11, 2026, at 3:00 PM.

Councilmember Vanessa Robinson
City Council President

Attest: Mr. John Gill
City Clerk