

City of Live Oak
City Council Meeting Minutes
December 09, 2025

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The Live Oak City Council met on Tuesday, December 09, 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 Tommie Jefferson, Councilmember Vanessa Robinson, Councilmember Gladys Owens, and Councilmember David Alford, Mayor Frank Davis, City Clerk John Gill, City Manager Larry Sessions, and City Attorney Todd Kennon.

Council President Matt 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. City Manager Sessions requested to add a presentation of recognition to the agenda. Councilmember Jefferson also added a discussion item regarding the performance review for the city manager and the city attorney. Councilmember Robinson made a motion to approve the agenda with the additions, which Councilmember Alford seconded. The motion carried unanimously.

Council President Campbell proceeded to the approval of the November 10th regular monthly City Council meeting minutes. Councilmember Alford made a motion to approve the minutes as presented, which Councilmember Owens seconded. The motion carried unanimously.

Council President Campbell turned the floor over to City Manager Sessions who recognized Finance Director Joann Luther for her 39 years of service to the City of Live Oak. Mr. Sessions also honored everyone involved in the fund raiser to help Officer Christopher Davis who was recently hurt in an automobile accident.

Council President Campbell then opened the floor for public comments for those who wished to speak now or wait until their agenda item was presented:

Mr. Adam Morrison gave recognition to the City of Live Oak Police Department.

Mrs. Linda Williams spoke regarding paving streets in District 2.

Ms. Shanese Brown spoke regarding the Green Fork Kitchen and her experience with the city.

With no further comments, the floor was closed until those who wished to speak on a particular agenda item is presented.

Council President Campbell then turned the floor over to Mayor Davis who presented the 2026 City of Live Oak Holiday Calendar for possible council action. Councilmember Robinson made a motion to approve the Holiday Calendar as presented, which Councilmember Alford seconded. The motion carried unanimously.

Council President Campbell moved to Councilmember Jefferson item, discussion regarding the city finance director departure. Councilmember Jefferson propose that an audit should be conducted regarding the outgoing finance director to close out their time with the city.

Council President Campbell moved to Councilmember Robinson item, discussion regarding the CFO job posting. Councilmember Robinson suggested that the advertising be expanded to have a broader reach to get the best person for the position.

Councilmember Robinson brought up for discussion the letter from the City Manager and the Annex Staff regarding professional conduct by the city council dealing with staff. Councilmember Robinson stated she needs more information regarding the letter as to the details implied by staff.

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Council President Campbell moved to discussion regarding City Manager performance review & contract; Mr. Sessions reminded the council of his contract review approaching in January 2026.

Council President Campbell moved to the next agenda item, capital projects update, Mr. Sessions gave an update on all projects going on right now, also the update of the CDBG grant.

Agenda item, Resolution 2025-43, a resolution approving and authorizing the execution of a Railroad Reimbursement Agreement Grade Crossing Traffic Control Devices municipal with the State of Florida Department of Transportation and Florida Gulf & Atlantic Railroad, LLC. Mr. Kennon read the title into the record. Councilmember Owens made a motion to approve Resolution 2025-43, which Councilmember Jefferson seconded. The motion carried unanimously.

Agenda item, Resolution 2025-50, a resolution authorizing the execution of final amendment to option and lease agreement and memorandum of agreement (New Cingular PCS LLC.) Mr. Kennon read the title into the record. Councilmember Robinson made motion to approve Resolution 2025-50, which Councilmember Jefferson seconded. The motion carried unanimously.

Agenda item, Resolution 2025-51, a resolution declaring certain personal property owned by the city to be either surplus to its needs and sold at a publicly noticed sale or determined to be obsolete, non-serviceable, or beyond economic repair and appropriately discarded; providing for the authorization to remove such surplus property when sold or disposed of from the fixed assets of the city. Mr. Kennon read the title into the record. Councilmember Alford made motion to approve Resolution 2025-51, which Councilmember Owens seconded. The motion carried unanimously.

Agenda item, Resolution 2025-52, a resolution authorizing the extension of the service agreement firm transportation service market area contract number 104359 Florida Gas Transmission Company LLC. Mr. Kennon read the title into the record. Councilmember Alford made motion to approve Resolution 2025-52, which Councilmember Robinson seconded. The motion carried unanimously.

Agenda item, Awarding a bid from Advanced Roofing of Sanford Florida in the amount of \$59,500. Councilmember Robinson made a motion to award the bid from Advanced Roofing of Sanford Florida in the amount of \$59,500, which Councilmember Alford seconded. The motion carried unanimously.

Agenda item, Resolution 2025-53, a resolution accepting a bid from Advance roofing related to the removal of the old roof and installation of a new roof system on the City of Live Oak maintenance garage; providing for the award and execution of a contract. Mr. Kennon read the title into the record. Councilmember Owens made motion to approve Resolution 2025-53, which Councilmember Robinson seconded. The motion carried unanimously.

Agenda item, the final reading of Ordinance 1544; CPA 25-01 King St. NE and West Ave. NE, an ordinance of the City of Live Oak, Florida amending the Future Land Use Classification to 1.35 acres of land on the Future Land Use Plan Map of the City of Live Oak Comprehensive Plan, pursuant to an application, CPA25-01, by the property owners and/or their authorized representatives; under the amendment procedures established in Sections 163.3161 through 163.3215, Florida Statutes, as amended, and Article Three of the Land Development Regulations of the City of Live Oak, Florida; providing for a change in the assigned Future Land Use Classification from Residential Low Density to Residential Medium Density. Mr. Kennon read the title into the record. City Clerk Gill swore in those who will speak regarding Ordinance 1544. Council President Campbell opened the floor for public comment. Darrel Bridget spoke regarding Ordinance 1544. Council President Campbell closed the floor for public comment. Councilmember Robinson made a motion to approve Ordinance 1544, which Councilmember Alford seconded. The motion carried unanimously.

Agenda item, the final reading of Ordinance 1545; CPA 25-04 King St. NE and West Ave. NE, (First Church of God Inc Live Oak Part 2 of a 2-Part Application) an ordinance of the City of Live Oak, Florida amending the Zoning District to 1.35 acres of land on the Official Zoning Atlas of the City of Live Oak Land Development Regulations, pursuant to an application, LDR 25-04, by the property owners and/or their authorized representatives; under the amendment procedures established in Sections 163.3161 through 163.3215, Florida Statutes, as amended, and Article Three of the Land Development Regulations; providing for a change in the assigned Zoning District from Residential Single Family/Manufactured Home to Office-Institutional. Mr. Kennon read the title into the record. Council President Campbell opened the floor for public comment. Darrel Bridget spoke regarding Ordinance 1545. Council President Campbell closed the floor for public comment. Councilmember Owens made a motion to approve Ordinance 1545, which Councilmember Alford seconded. The motion carried unanimously.

Agenda item, the final reading of Ordinance 1546; LDR 25-05 821 Hamilton Ave. NE (EPB 821 Hamilton LLC) an ordinance of the City of Live Oak, Florida amending the Zoning District to 0.48 acres of land on the Official Zoning Atlas of the City of Live Oak Land Development Regulations, pursuant to an application, LDR 25-05, by the property owners and/or their authorized representatives; 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/Manufactured Home to Residential-Office. Mr. Kennon read the title into the record. Council President Campbell opened the floor for public comment. With none heard, the floor was closed to public comment. Councilmember Alford made a motion to approve Ordinance 1546, which Councilmember Robinson seconded. The motion carried unanimously.

Agenda item, the final reading of Ordinance 1549; CPA 25-03 Palm St. NE North Florida Professional Services, Inc. as authorized agent for Sleiman Management, LLC (part 1 of a 2 part application) an ordinance of the City of Live Oak, Florida amending the Future Land Use Classification to 1.29 acres of land on the Future Land Use Plan Map of the City of Live Oak Comprehensive Plan, pursuant to an application, CPA 25-03, by the property owners and/or their authorized representatives; under the amendment procedures established in Sections 163.3161 through 163.3215, Florida Statutes, as amended, and Article Three of the Land Development Regulations of the City of Live Oak, Florida; providing for a change in the assigned Future Land Use Classification from Industrial to Commercial. Mr. Kennon read the title into the record. Council President Campbell opened the floor for public comment. With none heard, the floor was closed to public comment. Councilmember Alford made a motion to approve the first reading of Ordinance 1549, which Councilmember Robinson seconded. The motion carried unanimously.

Agenda item, the final reading of Ordinance 1550; LDR 25-07 Palm St. NE North Florida Professional Services, Inc. as authorized agent for Sleiman Management, LLC (part 2 of a 2 part application) an ordinance of the City of Live Oak, Florida amending the Zoning District to 1.29 acres of land on the Official Zoning Atlas of the City of Live Oak Land Development Regulations, pursuant to an application, LDR 25-07, by the property owners and/or their authorized representatives; under the amendment procedures established in Article Three of the Land Development Regulations; providing for a change in the assigned Zoning District from Industrial to Commercial.. Mr. Kennon read the title into the record. Council President Campbell opened the floor for public comment. With none heard, the floor was closed to public comment. Councilmember Alford made a motion to approve Ordinance 1550, which Councilmember Robinson seconded. The motion carried unanimously.

Agenda item, the final reading of Ordinance 1551; CPA 25-04 1747 Walker Ave. SW; Suwannee Missionary Baptist Association, Inc. (part 1 of a 2 part application) an ordinance of the City of Live Oak, Florida amending the Future Land Use Classification to 15.16 acres of land on the Future Land Use Plan Map of the City of Live Oak Comprehensive Plan, pursuant to an application, CPA 25-04, by the property owners and/or their authorized representatives; under the amendment procedures established in Sections 163.3161 through 163.3215, Florida Statutes, as amended, and Article Three of the Land Development

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Regulations of the City of Live Oak, Florida; providing for a change in the assigned Future Land Use Classification from Residential Very Low Density and Agriculture to Residential Medium Density. Mr. Curtis gave an explanation of Ordinance 1551. Council President Campbell opened the floor for public comment. With none heard, the floor was closed to public comment. Councilmember Jefferson made a motion to approve the first reading of Ordinance 1551, which Councilmember Alford seconded. The motion carried unanimously.

Agenda item, the final reading of Ordinance 1552; LDR 25-08 1747 Walker Ave. SW; Suwannee Missionary Baptist Association, Inc. (part 2 of a 2 part application) an ordinance of the City of Live Oak, Florida amending the Zoning District to 15.16 acres of land on the Official Zoning Atlas of the City of Live Oak Land Development Regulations, pursuant to an application, LDR 25-08, by the property owners and/or their authorized representatives; under the amendment procedures established in Article Three of the Land Development Regulations; providing for a change in the assigned Zoning District from Residential Very Low Density and Agriculture to Residential Medium Density. Mr. Kennon read the title into the record. Council President Campbell opened the floor for public comment. With none heard, the floor was closed to public comment. Councilmember Jefferson made a motion to approve Ordinance 1552, which Councilmember Alford seconded. The motion carried unanimously.

With no further business, the meeting was adjourned.

Council President Matt Campbell

Attest:
John W. Gill
City Clerk