

City of Live Oak  
City Council Workshop Meeting Minutes  
January 9, 2023

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The Live Oak City Council met Monday, January 9, 2023, at 5:30 p.m. in City Hall located at 101 SE White Ave., Live Oak, Florida 32064. The following officials were present: Mayor Frank Davis, Council President David Burch, Councilmember Lynda Brown-Owens, Councilmember Matt Campbell, Councilmember Tommie Jefferson, Councilmember Tesie Allen, Deputy City Clerk April Marshall, and City Attorney Todd Kennon. Absent City Clerk John Gill.

Council President Burch called the meeting to order. Councilmember Owens made a motion to extend the public speaking time to 7 minutes, which councilmember Campbell seconded. The motion carried unanimously.

Council President Burch asked were there any staff on the sign-up sheet and Gina Salvati came up and stated she has reports and emails to discuss.

Council President Burch then opened the floor to public comments.

Darrell Bridges spoke stating that he is having issues with the process of planning and zoning and wanted to know what is the proper procedures.

Wayne Hannaka stated that the current process with planning and zoning delays projects getting done and cost money, also they need a full-time building inspector.

Marisol Mercado Brown spoke about issues with permits and CRA grants alone with the process.

Don Wainwright spoke about development in the city, the permitting process, and infrastructure, also the time limit for public comment and where it's located on the agenda.

Brian Pitman spoke about the long timeline of the apartment building being built. Also spoke about the long timeline of planning & zoning.

Deb Soldatos spoke regarding the process of planning and zoning and issues regarding city manager.

Phil Bishop with North Florida Professionals spoke and advised council that he was available to answer any questions they have regarding the building official.

At this time council President Burch closed public comments.

Councilmember Owens stated that she would like to address these concerns regarding the planning and zoning process by speaking with staff regarding the process. She advised that staff need more training, technology, and more people to help make this a better way to getting permits out. Councilmember Campbell also spoke with Mr. Curtis about the same issues and concerns.

Council President Burch stated the meeting is to discuss and find some solutions to make the planning and zoning process better.

Councilmember Jefferson stated he wanted to discuss concerns with Ms. Gina Salvati but was advised that he would need to have an appointment with City Manager. Councilmember Jefferson also agreed that more staff, training, and technology would improve the planning and zoning department.

Councilmember Tesie Allen advised that there should be a planning and zoning meeting once a month. Councilmember Jefferson advised that Mr. Greg Scott, Suwannee County administrator is willing to be of service with planning and zoning in any way.

Councilmember Campbell expressed his concerns with the planning and zoning department stated that changes should be made due to a lack of process and procedures. The solutions should also be discussed.

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Gina Salvati came up to discuss issues with planning and zoning and the reports that she passed out, stating with being short staffed that's one of the problems to why the process is slower. Ms. Gina Salvati said there should be another workshop where questions are answered about planning and zoning.

Mr. Ron Meeks county planning & zoning director also spoke stating having an admirative team to help will speed up the process of permitting. The council board agreed to have a meeting with Mr. Meeks to come up with a better way for processing permits.

Phil Bishop with North Florida Professional, as the building official stated he works 2 days a week for the City. Phil advised council the company is available more time than 2 days but he is following the contract the city manger has for the company. He also explained the pay rate for the contract with the city of Live Oak, stating the length of the contract is only until the city is no longer needed service from North Florida Professionals.

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

Councilmember David Burch  
City Council President

Attest:  
Mr. John Gill  
City Clerk