



**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS REGULAR MEETING
COURTHOUSE ANNEX, COMMISSION MEETING ROOM**

JANUARY 21, 2020

9:00 AM

AGENDA

The Board of County Commissioners asks that all cell phones are turned off or placed on silent (vibrate) mode. Any handouts (information) for distribution to the Commission must be submitted to the Board Secretary (Clerk's Office) or to the County Coordinator on or before the Thursday prior to that Tuesday's meeting. Failure to do so will result in your removal from the agenda or a delay of any action relating to your request until a future meeting.

Call to Order

Prayer and Pledge

Approval of Minutes

1. Approval of Minutes

Payment of County Bills

2. Bill List for Payment

Public Comments

This is an opportunity for the public to comment on agenda or non-agenda items. When you are recognized to be heard by the Chairman, please sign the speaker's log and adhere to the time limit. An individual will be allowed to speak for three minutes whereas a designated representative of a group or faction will be allowed to speak for five minutes.

Department Directors Report

Superintendent of Public Works – Howard Nabors

3. Report

No Action Items

Detail of Work Performed and Material Hauled by District Report Attached (Agenda Packet)

Solid Waste Director – Fonda Davis

4. Report

No Action Items

Right of Way Debris Pickup/Recycle Material Hauled Report Attached (Agenda Packet)

Emergency Management Director – Pam Brownell

5. Report to Board of County Commissioners

Action Items:

None

Information Item:

EOC Staff worked on updating the LMS (local mitigation strategy).

EOC will be hosting a HMGP Training along with the State on 01/22/20 from 1:00-4:00 PM

EOC staff will be attending EM Day at the Capitol in Tallahassee on 01/29/20

FCEM Staff will be attending FEPA Conference and Training in Daytona on February 3-7 where Tress Dameron will be pinned with her FPEM Certification.

FCEM Staff continues to work on FEMA reimbursement claims from Hurricane Michael. This includes working with FEMA staff regarding mitigation of damaged parks, roads, etc.

Mitigation takes some time but EOC Staff continue to work diligently with FEMA Staff on the most beneficial repairs for Franklin County.

01/14/20 EOC Staff met with representative from FEMA and FDEM regarding a new PDMG and the status of our projects. Attached (Agenda Packet) is an update of projects that are at the State Level and in the process of being reimbursed

Extension Office Director - Erik Lovestrand

Airport Manager - Jason Puckett

TDC Administrator - John Solomon - Report

6. MEMO

To: Board of County Commissioners

From: Franklin County TDC

Date: January 21st, 2020

Subject: TDC Report

Action Items:

TDC Board Member Renewal: On January 8th the TDC board motioned and approved the request of the approval of the four annual position seats from the Cities of Carrabelle & Apalachicola and the two Chamber of Commerce's.

The TDC Board approved motion to recommend extending Mr. Rex Pennycuff's membership on the TDC Board as the at large seat through December 31, 2024.

Approval of Videos: The TDC Board made a Motion to make recommendation that the Director, John Solomon and / or the Marketing Chair, Mayor LaPaz be authorized to approve video projects done by our Videography Vendor (Currently FCTV.) Current language in video contract states the entire board must view and vote to approve videos before they can be paid for or released.

Information Items:

Collections Report: The October (2019) collections were \$89,660.28. This is a \$51,243.39 (133%) increase over October (2018). This is second highest collections for the month of October in the Franklin County TDC History

Web Site Activity: We had 21,044 web hits in the month of December (2019) a decrease of 30% over last December. The 2019 web hits were 372,327 this is the highest number of web hits in our website's history.

Visitor Center Numbers: The Visitor Centers welcomed 2,262 visitors in the month of December. The total for 2019 is 38,908 Visitors that have visited our centers. The total for 2018 was 31,398.

Visit Florida Adventure Tourism Conference: Visit Florida called and informed us that Franklin County was selected to hold the conference on April 7th & 8th 2020 in the Fort Coombs Armory.

Meetings:

The next scheduled board meeting is February 12th, 2020 @ 2:00pm at the Eastpoint Visitor Center

Board of Adjustment – Amy Ham-Kelly – Report

Planning and Zoning – Amy Ham-Kelly – Report

Critical Shoreline Application

7. Consideration of a request to construct a Single Family Private Dock on property described as 800 Hickory Hammock Road, Carrabelle, Franklin County, Florida. It will be a U-Shaped Dock consisting of a 4' x 8' access walkway, a 6' x 20' dock and a 4' x 20' walk-around. The applicant has the Army Corps permit but will be contingent upon the DEP permit. Request submitted by Timothy Small, applicant. (House is Under Construction)

P&Z Action: Unanimous Vote in favor- contingent upon receiving the DEP Permit.

Request: Approve, Table or Deny- contingent upon DEP Permit.

Land Use and Re-Zoning Applications

8. Consideration of a request for a Public Hearing for a Land Use Change of a 1.23 acre parcel from Residential to Commercial and a Re-Zoning from R-4 Single Family Home Industry to C-2 Commercial Business on property described as 1001 Bluff Road, Apalachicola, Franklin County, Florida (Bluff Road Storage Units). Request submitted by Charles and Fay Thompson, applicants.

P&Z Action: 4/1 Vote in favor of a Public Hearing

Request: Approve, Table or Deny Request for Public Hearing

9. Consideration of a request to Re-Zone a 22.77 acre parcel from R-1A Single Family Subdivision to R-1 Single Family Residential on property described as Shell Bay 3D, lying in Section 35, Township 7 South, Range 5 West, 2163 US Highway 98 West, Carrabelle Franklin County, Florida. Request submitted by Garlick Environmental Associates, agent for William Simmons, applicant.

P&Z Action: Unanimous Vote in favor of the request for Public Hearing

Request: Approve, Table or Deny the request for Public Hearing

Plat Abandonment Application

10. Consideration of a request to abandon the Shell Bay Plat. This property is lying in Section 35, Township 7 South, Range 5 West, 2163 US Highway 98 West, Carrabelle, Franklin County, Florida. Request submitted by Garlick Environmental Associates, agent for William Simmons, applicant.

P&Z Action: Unanimous Vote in favor of abandoning the plat

Request: Approve, Table or Deny request to abandon the plat

Sketch Plat Application

11. Consideration of a request for Sketch Plat approval of a 16 lot subdivision named "Shell Bay Subdivision" on a 22.77 acre parcel lying in Section 35, Township 7 South, Range 5 West, Carrabelle, Franklin County, Florida. Request submitted by Garlick Environmental Associates, agent for William Simmons, applicant.

P&Z Action: Unanimous vote in favor of Sketch Plat approval

Request: Approve, Table or Deny the request for Sketch Plat approval

Texas A & M University - Presentation

"Ward" Reef Project - Grayson Shepard - Update

Public Hearings 11:00 AM

12. 11:00 am (ET) - (Second of Two Public Hearings) The Franklin County Local Planning Agency will meet at 11:00 am (ET) to accept public comments on a proposed ordinance to amend the St. George Island Corridor Overlay District by removing the prohibition against single family residential uses on the ground floor for property located within a 2,100-foot radius of the center point of the intersection of Franklin Boulevard and Gulf Beach Drive, on St. George Island, Florida, as described in Plat Book 2, page 7, Franklin County, Florida, excluding the area east of the east boundary of Third Street East and west of the west boundary of Third Street West; providing for exemptions; providing for severability; and providing for an effective date.
13. 11:05 am (ET) - (Second of Two Public Hearings) The Franklin County Board of County Commissioners will meet at 11:05 am (ET), or as soon thereafter as is possible, to accept public comments on a proposed ordinance to amend the St. George Island Corridor Overlay District by removing the prohibition against single family residential uses on the ground floor for property located within a 2,100-foot radius of the center point of the intersection of Franklin Boulevard and Gulf Beach Drive, on St. George Island, Florida, as described in Plat Book 2, page 7, Franklin County, Florida, excluding the area east of the east boundary of Third Street East and west of the west boundary of Third Street West; providing for exemptions; providing for severability; and providing for an effective date.

Community Action Agency - Angela Webster - Request

14. Capital Area Community Action Agency (CACAA) was contacted by a survivor from 582 Ridge Road. It appears the actual property owner is applying for CDBG home, and would like to donate his trailer from the Sheriff to this survivor. The survivor is requesting assistance with the cost to breakdown, move and setup trailer donated by Sheriff's office. I have a letter from EOC confirming this survivor has not received any assistance since the time of the fire.

According to contractor the cost would be \$5500 to include plumbing connection. The request includes allowing the trailer donated by the Sheriff to be moved to 714 Buck Street. We currently have a survivor residing at this address in a camper trailer. The survivor currently residing in the camper has been approved to receive a CDBG home, pending land is secured which meets all stipulations of the grant.

According to the contractor (3) loads of dirt would be required to build the surface pad. Jason White Construction quoted me \$200 - \$240 per load.

There is also the need to have an electrician once the trailer is set. I spoke with Cates Electric and they are unable to provide a quote without an exact location of the trailer to determine distance to the power pole, but he estimates the cost would not exceed \$1000.

Will the Board please approve use of fire relief funds in the amount of \$7300 to pay for the cost to breakdown, move and setup trailer donated from one fire survivor to another, to include dirt required for surface pad and cost for power to be connected?

CDBG Administrator – Deborah Belcher - Report

15. REPORT TO THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS

HOUSING CDBG GRANT for EASTPOINT FIRE VICTIMS

January 15, 2020

Current activities:

Continuing to take and process applications for CDBG housing assistance; taking calls from individuals who are not eligible for assistance; working on site-specific environmental reviews to submit to DEO for clearance; assisting Shelby and Colby Nowling with their new modular home at 275 Smith Street which is now ordered; assisting individuals who do not currently have title to property but might become eligible for CDBG assistance; ongoing administrative and fair housing tasks; and confirming bids for mobile homes.

Annie R. and William Banks, 638 Ridge Road, have signed the purchase contract for their new mobile home, as well as the CDBG mortgage. Ironwood Homes of Perry has ordered the home, which is expected to arrive in February, 2020. Colby and Shelby Nowling are awaiting the delivery of their new modular home, which will be located at 275 Smith Street.

Bid Approval:

Kathy Hill's replacement mobile home was included in the second CDBG mobile home bid package. Ms. Hill's home was specified to be a 2-bedroom model, but she has decided she wants a 3-bedroom model because she frequently has one or more grandchildren staying with her. The 3-bedroom homes are typically around \$6,000 more than a 2-bedroom model, and the CDBG grant is sufficient to fund a 3-bedroom home. We can request proposals from the 3 responding bidders, for a 3-bedroom model based on the original specifications and instructions for the site. Ms. Hill's property at 773 Buck Street is in a floodplain and will also require demolition of the existing home, so prices for her contract are higher than previous contracts that did not have those factors.

Requested Action: Authorize the County Coordinator and Deborah Belcher to obtain and review proposal updates for a 3-bedroom mobile home for Kathy Hill, and to approve Ms. Hill's selected proposal not to exceed \$80,000. Approve CDBG funding for the contract and CDBG mortgage recording.

Homeowner Application Approval:

Paul J. Sanders was residing in a mobile home at 582 Ridge Road at the time of the Eastpoint fire. He was purchasing the property under an unrecorded agreement for deed. Sanders received one of the Sheriff's donated mobile homes. Mr. Sanders has obtained a deed to the property, and has applied for a CDBG replacement mobile home. He wishes to donate his current mobile home to his son, Paul Z. (Pete) Sanders, who has made arrangements to locate it at 714 Buck Street. The Capital Area Community Action Agency is separately requesting authority to use recovery funds to pay for the setup of the mobile home at the Buck Street location.

Mr. Paul J. Sanders is now eligible for the CDBG mobile home replacement program. Anticipating his eligibility, I included his property in the last mobile home replacement bid package. We **do not yet have environmental clearance for this home replacement**. I also need to confirm the completeness of one of the dealer's proposals before making a recommendation for funding award for the purchase. I will come back to the Board for approval of the CDBG funding.

Requested Action: Approve the application for mobile home replacement for Paul J. Sanders, subject to environmental clearance and final arrangements for the relocation of the donated mobile home for his son, Paul Z. Sanders.

Homeowner application approval:

In November 2019, the Board discussed the application for home replacement for Mary Louise Thomas, 633/645 Ridge Road. She is living in a camper with her husband and baby grandson. She is eligible for CDBG mobile home replacement, although her ex-husband (Kelley A. Shiver) still owns the land with her. During that discussion, I recommended that the County have a mortgage against the mobile home only. Based on some inaccurate information, I said the County would own the title until the CDBG mortgage was satisfied. The County Attorney advised that the County would be liable for problems that might occur while the County owned title. Since that time, I have confirmed with the County Attorney that Ms. Thomas would be the owner(title holder) of the home, and that County would only be a lien holder against the title. Mr. Shuler is apparently satisfied that this does not pose a risk to the County.

I recommend that the Board waive the local CDBG policy and approve funding a replacement mobile home for Mary Louise Thomas, with a modified CDBG mortgage against the replacement mobile home only. The mortgage would be between Thomas and the County, which Shiver (ex-husband) would not be party to. Ms. Thomas is already co-owner of the property, so she could grant the County right of entry to the property. She is under extreme hardship, and meets all eligibility requirements other than having the co-ownership, and cannot obtain disposition of the property from her ex-husband. DEO has issued environmental clearance for this property.

We obtained proposals for this mobile home replacement in the last bid package, but need to confirm the proposed prices and owner selection before requesting contract approval from the Board.

Requested Action: Approve the application for a new mobile home for Mary Louise Thomas, 663/645 Ridge Road, subject to final verifications, and allowing for a CDBG mortgage to be issued against the mobile home and not the land.

Homeowner Application Approval:

James Alvin and Mary C. Banks, 754 Ridge Road (Property Appraiser address), have applied for replacement of their mobile home. The home only sustained minor damage, but is in such poor condition that it should be replaced. The Banks are an elderly couple, and Mr. Banks is totally disabled. This is not a request for contract award.

Requested Action: Approve the application for a new mobile home for James A. and Mary C. Banks, subject to final verifications and environmental clearance.

Clerk of Courts – Marcia M. Johnson – Report

RESTORE Coordinator – Alan Pierce – Report

Action Item(s)

16. Inform the Board that AVCON and Roberts and Roberts did successfully complete negotiations to bring the Airport Access road within the budget of \$844,643.50. Roberts and Roberts have signed the contract. AVCON has listed the start date for the project as Jan. 21 with a completion date 180 days later on July 19, 2020.

Board action to sign the contract, and to sign the Notice to Proceed.

Information Item(s)

17. Alligator Drive Hurricane Michael Update- Over the Christmas holidays, the FEMA contractors working on the Alligator Drive repairs completed their work and sent their report to the Consolidated Resource Center (CRC) in Virginia for approval. After the CRC approves the scope and cost of the project, the project will have to be authorized through some sort of congressional approval because the proposed project cost is above what FEMA can authorize on its own. The FEMA contractor I talked to said that the congressional authorization is standard process because of the cost, and it should not take that long to acquire. The contractor said that his staff has labeled this project as “RUSH”, so we will see what that means to FEMA.

As I understand it, the FEMA contractor did not modify the design so the project should be what the county has submitted. (The Board may recall that I reported at the Dec. 17 BCC meeting that the contractor had initially found some \$1M of construction costs in the county design that they thought were not FEMA eligible. That issue was resolved, and the county’s design has been kept intact.) The project still does not have a PW assigned to it, so anyone seeking information on the status of the project through federal elected officials will have to describe it as “Hurricane Michael Alligator Drive Repairs.”

18. Alligator Drive Beach Protection Project- As the Board may recall, at the Dec. 17 meeting I reported that Rep. Shoaf strongly encouraged the county to push forward with a beach renourishment project to protect Alligator Drive. To that end I contacted our beach renourishment project consultant, Mike Dombrowski, and asked if we could accelerate the project. For the 2020 legislative session, the county has asked for \$200K of design funds for the project, and Rep. Shoaf suggested we ask for the \$5M FDEP construction funds as well.

Mr. Dombrowski consulted with his FDEP contacts and was told that it was too late to change the county’s request because FDEP had already turned in its budget request to the Governor’s Office. I have advised Rep. Shoaf’s office of this. On Tuesday, Jan. 14, Rep. Shoaf’s Office contacted me for additional information, so I know he is attempting to find a way to get funding.

County Coordinator – Michael Morón – Report

Action Item(s)

19. CR 67 Sidewalk Project: The low bid for the CR 67 Tallahassee Street Sidewalk, which were opened at the January 7th regular meeting, is \$342,540.95 above the available funds in the grant. Mr. Mark Curenton has checked with FDOT, and they cannot provide any additional funds. The remaining choice is to reduce the scope of work to bring the project within the available budget. This means eliminating some of the sidewalk. The original contract with the design engineers, Inovia Consulting Group, did not include revisions to the plans after the bid opening, so they have provided a cost estimate for revising the plans and negotiating a reduction in the scope with CDM Contracting. The cost is \$4,610. This is a City of Carrabelle project that the county is administrating for the city (City of Carrabelle isn’t LAP certified) so the final decision on reducing the scope of work and paying the associated fee to Inovia should be the city’s responsibility.

Request: Board action to inform the City of Carrabelle of the project’s budget issue, discuss the option of reducing the scope of work, the associated cost, and negotiating the reduction with the low bidder CDM Contracting.

20. Armory Sprinkler System: To try and guarantee the County keeps the \$100,000 allocated by the Legislature in 2018, the State Fire Marshal wants to go ahead and contract with Franklin County for these funds to help build the fire sprinkler system in the Fort Coombs Armory. To

do this, Franklin County also needs to contract with EMO so we can show where the funds will be spent.

Request: Board action to authorize the Chairman's signature on the contract with EMO and the contract with the State Fire Marshal's office.

21. DRI Procedure: Mr. Mark Curenton, County Planner, stated that it has been years since Franklin County has discussed a Development of Regional Impact (DRI), but we might have a request for an amendment to the St. James DRI in the future. Previously, the State and Regional Planning Council reviewed DRI's, and for that reason, Franklin County did not have our P&Z Commission review them. Now the State and Regional Planning Council no longer review amendments to existing DRI's. Therefore, the County Planner recommends that requests for amendments to DRI's be reviewed by the P&Z before they come to the Board of County Commissioners.

Request: Board action to have the Planning and Zoning Commission review all amendments to Development of Regional Impact prior to being sent to the Board of County Commissioners.

22. Road Department New Building: Several questions have come up in regard to the bid specifications for the new Road Department Administration Building. In order for staff to have proper time to review the questions and issue an amendment/provide clarification on the bid specifications, I would like to ask the Board to postpone the deadline for bid submissions to Monday, March 2nd at 4:00 pm (ET). The bids will be opened at your Tuesday, March 3rd regular meeting.

Request: Board action to postpone the deadline for the Road Department new administrative building to Monday, March 2nd at 4:00 pm (ET).

23. Alliant/TMH Special Meeting: Around mid-December Mr. Jim Coleman (Alliant/TMH) and I discussed the concerns and feedback that I received from County Commissioners, Weems Board of Directors, and the public regarding their proposal. I had the same conversation with Mr. Roger Hall (Ascension Sacred Heart) right before Thanksgiving in November. Mr. Coleman contacted me about a week and a half ago and stated that Mr. Mark O'Bryant, Tallahassee Memorial Hospital (TMH) President and CEO, would like an opportunity to address the Board to further explain TMH's role in Alliant/TMH partnership with Franklin County. The earliest available date for this Board, Mr. O'Bryant, and Mr. Coleman to meet is Wednesday, February 5th.

Request: Board action to authorize a Special Meeting on Wednesday, February 5th at 10:00 am for the opportunity to have Mr. Mark O'Bryant and Mr. Jim Coleman address the Board regarding healthcare in Franklin County.

24. Library Assistant: At the January 7th meeting the Library Director was terminated. So that there isn't a repeat of previous issues and based on the Labor Attorney's report, I am recommending that Mrs. Whitney Roundtree is allowed to serve in the capacity as a library assistant supervisor over both library branches as a temporary position. Mrs. Roundtree additional duties in this role would include, but are not limited to, employee scheduling, time and attendance, reviewing invoices, managing library programs, book orders, conferring with WILD, and other duties as assigned. I recommend a temporary \$2500 salary increase for these additional responsibilities. Mrs. Roundtree will confer with me on a daily basis. If the Board is inclined to agree to this temporary role, I also request that the Board authorize

travel and expenses so that Mrs. Roundtree can attend Library Day on January 22nd in Tallahassee.

Request: Board action to authorize Mrs. Whitney Roundtree new temporary role and salary as the library assistant supervisor effective January 16, 2020 and travel and expenses to allow her attendance at Library Day on January 22nd in Tallahassee.

Information Item(s)

25. Permit Clerk Hire: Mr. Mark Curenton and Mrs. Amy Ham-Kelly interviewed 14 candidates for the vacant permit clerk position in the Planning and Building Office. After conducting the interviews and reviewing the applications Mr. Curenton and Mrs. Ham-Kelly recommends Ms. Angela Lolley for the permit clerk position. Ms. Lolley will start on Monday, January 27th.

County Attorney - Michael Shuler - Report

Commissioners' Comments

Adjournment