

CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA
REGULAR BOARD MEETING
FEBRUARY 19, 2019
5:00 P.M.

(ESTIMATED TIMES)

5:00PM – CALL MEETING TO ORDER

5:02PM – PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG

5:03PM – APPROVAL OF THE FEBRUARY 5, 2019 REGULAR MEETING MINUTES, THE FEBRUARY 5, 2019 PLANNING COMMISSION MEETING MINUTES, AND THE FEBRUARY 7 SPECIAL MEETING MINUTES; VOUCHERS FOR WARRANTS: ACCOUNTS PAYABLE WARRANTS – 1902-UTL, 1902-2G, 1902-2RD, 1902-2E, 1902-2GP, 1902-UTL, 1902-2L, 1902-2S AND PAYROLL WARRANTS – PR19-B04, PR19-B05, PR012419, PR020719. (A CHECK REGISTER IS ON FILE IN THE CLERK’S DEPARTMENT OF FINANCE AND ACCOUNTING TO THE BOARD FOR ALL CHECKS AND WARRANTS APPROVED BY THE BOARD AT THIS MEETING) (NEEDS SIGNATURE)

5:05PM – Turnkey Repairs – Extension Building

5:08PM – Clarification – Ambulance Rebuild

5:11PM – Calhoun County Waiver Letter

5:14pm – Mosquito Control Director

5:17PM – Agreement Modification – Sub grant Agreement for DR 4337 Hurricane Irma

5:20PM – Sharon Chason, Supervisor of Elections

- **Alternate BOCC Canvassing Board Member**
- **Cost associated with the Special Election**

5:23PM – Tri-County Advisory Council – FEMA Public Assistance Letter

5:26PM – Southeastern Consulting Engineers, Inc. – Task Order CIGP Alliance Road

5:29PM – Bid Openings – SCRAP CR 549

5:32PM – Chelsea Snowden – Projects and Grants Coordinator

- **Resolution 2019-04 – County Road 167**
- **Resolution 2019-05 – County Road 274 West**
- **Resolution 2019-06 – CR 69A Paved Shoulders Phase IV**
- **Resolution 2019-07 – CR 69A Paved Shoulders Phase IIIB**

5:37PM – CLERK TIME

5:47PM – ATTORNEY TIME

5:57PM – COMMISSIONER TIME: HUNT, MONLYN, WISE, HALL, CHAIRMAN

MEETING ADJOURN @ 6:07PM

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
PLANNING COMMISSION MINUTES
FEBRUARY 5, 2019**

PRESENT AND ACTING:

**GENE BAILEY, CHAIRMAN
SCOTT MONLYN, VICE-CHAIRMAN
DANNY RAY WISE
EARL HUNT
JERAL HALL**

**MATT FUQUA, ATTORNEY
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT**

Chairman Bailey called the meeting held in the Regular Meeting room to order at 1:00 P.M.; CT.

Mr. Frank Snowden stated Mr. Cole Bracey with Teramore Development has come to present to the Board an application for conditional use to construct an approximately 9,000 square foot commercial store on a three (3) acre site on the corner of Demont Road and State Road 20 in Clarksville. Mr. Snowden stated the entrance to the property would be off Demont Road, and Teramore Development has letters of agency from the landowners to act on their behalf. Mr. Snowden stated the property is mixed use/rural residential and this is an allowable use.

Mr. Bracey stated Teramore Development is a commercial development agency based out of Thomasville, GA, and is interested in locating a 9,100 square foot retail store in Clarksville. Chairman Bailey asked if there are plans for a water retention pond for runoff. Mr. Bracey provided the Board with site plans for the development. Attorney Fuqua asked if the commercial development is an allowable use in this area, if there is a need for a conditional use permit. Mr. Snowden stated the Land Development Regulations state any commercial development requires a conditional use permit. Chairman Bailey asked about plans for a privacy fence for the development. Mr. Bracey stated their plan is a six (6) foot privacy fence constructed of wood. Mr. Bracey provided the Board with pictures showing the wood privacy fence they typically construct. Mr. Bracey stated all lighting would be downward facing and no light would go beyond the property line. Mr. Bracey provided the Board with a handout regarding the lighting.

Chairman Bailey opened the floor to public comment.

Ms. Sandra Clark stated she owns property adjacent to the proposed development. Ms. Clark stated she had requested a white plastic fence be used in previous discussions with another man. Ms. Clark voiced concerns about where the delivery trucks would unload boxes, and concerns with the intersection the store would be located on being dangerous. Ms. Clark stated her well is sixty-six (66) and a half feet from the proposed septic line, and asked how this would be feasible. Ms. Clark stated the area the store would be located on is in a congested area, and is concerned about accidents occurring.

Mr. Tommy Stephens stated he lives on the northwest corner of State Road 73 and State Road 20. Mr. Stephens voiced his concerns about the commercial development site, siting concerns about the area being congested. Mr. Stephens stated he believes if the development were approved, the company should be made to commit to installing a left turn lane off State Road 20 onto Demont Road. Mr. Stephens expressed concerns about runoff from the retention pond, and questioned if the retention

Calhoun County Commissioners Meeting – February 5, 2019

pond would be large enough for the development. Mr. Stephens asked the Board to consider changing the speed limit signs on State Road 20 so the speed limit is slowed sooner after the Chipola River Bridge.

Mr. Jason Pitts stated his property is on the east side of the proposed development site. Mr. Pitts voiced concerns with the proposed privacy fence and stated he would prefer an eight (8) foot vinyl privacy fence be constructed from the north corner to south corner of the development. Mr. Pitts stated he does not want to be able to see the development from his home.

Chairman Bailey stated he share's Mr. Pitts concern with the wood fence, as wood does not hold up well in our area. Chairman Bailey asked if FDOT would require a turn lane due to the development of the property. Mr. Snowden stated if the entrance to the property is not accessed off a State highway, they do not get involved in the development. Mr. Snowden stated a left turn lane could become a necessity at some point if a traffic study is done by FDOT in the future. Attorney Fuqua stated the Board could request a traffic study from FDOT regarding turn lanes and speed limits in the area. There was further discussion about the entrance to the development.

Mr. Bracey addressed the fencing concerns expressed, and stated there would be fencing between the development and all surrounding residential properties. There was further discussion about the property. Mr. Pitts stated he would like the privacy fence to be constructed before any development begins. Chairman Bailey asked Mr. Bracey if this would affect construction. Mr. Bracey stated he was not sure. There was further discussion about the privacy fence.

Ms. Pam Stephens expressed concerns for wrecks at the intersection at Demont Road and State Road 20 due to the placement of the commercial development. Ms. Stephens stated the Dollar General is welcomed in Clarksville, but she does not think the location is appropriate. Ms. Stephens expressed concerns with parking for the commercial development. Ms. Stephens stated she has spoken with FDOT who stated no traffic study has been done concerning turn lanes, and would have to be requested by the County or the developer.

Mr. Champ Clark expressed concerns about the intersection where the store would be located, stating the intersection is dangerous. Mr. Clark stated he has previously asked about speed bumps on Demont Road, and believes they would be beneficial in slowing down traffic on the road. Mr. Clark expressed concerns about the delivery trucks to the commercial store blocking the intersection to back into the store to unload deliveries. Mr. Clark stated the sign for no through trucks on Demont Road has been gone for a while and should be replaced.

Chairman Bailey closed the floor to public comment.

Commissioner Wise stated he values property rights, and it is the property owner's right to do what they want on their property within reason. Commissioner Wise stated he is glad to see Dollar General come to Clarksville, which would provide much needed jobs for Calhoun County. Commissioner Wise stated the design of the development and entrance makes business sense, because it is a more cost effective way to accomplish their development. Commissioner Wise stated speed bumps could be beneficial on Demont Road to slow down traffic coming through from State Road 73 south. Commissioner Wise asked if there were any fence height requirements. Ms. Snowden stated the proposed fence does meet requirements for a buffer. Attorney Fuqua stated because this is a conditional use permit, the Board could place special conditions on the development. Commissioner Wise stated he has not seen many eight (8) foot fences around businesses, and would rather not overburden the property owners if not needed. Commissioner Wise stated a vinyl fence would be a better option than the wooden fence proposed because it would require less maintenance.

Commissioner Hall stated he is glad to see development come to Clarksville, but would like the development to be as safe as possible for the citizens.

Commissioner Hunt stated he feels the eight (8) foot fence is necessary and would be feasible for the developer. Commissioner Hunt stated he would be in favor of speed bumps being placed on Demont Road to help with the speeding issue.

Commissioner Monlyn stated his main concern is the drainage from the retention pond. Commissioner Monlyn stated the developer needs to ensure a study would be done so no flooding would occur on adjoining properties. Commissioner Monlyn stated speed bumps would also be beneficial. Commissioner Monlyn stated the development and jobs are needed in the County.

Chairman Bailey stated he would vote to approve the conditional use permit to allow Dollar General to come to Clarksville. Chairman Bailey stated he believes the store is needed, and jobs are needed. Chairman Bailey stated he understands that some property owners will have issue with the store, but feels like the location is feasible. Chairman Bailey stated he is in favor of the eight (8) foot vinyl fence as opposed to the six (6) foot wooden fence. Mr. Bracey stated there would be fencing along all residential property adjacent to the development. Chairman Bailey stated the retention pond would have to meet DEP (Department of Environmental Protection) requirements. Chairman Bailey stated he would like the Board request FDOT to install a left turn lane at the intersection in question.

Commissioner Wise addressed Ms. Clark's concern about her well, and asked if the septic system for the development would meet the requirements. Mr. Snowden stated the septic system would have to meet Department of Health standards.

- ❖ Commissioner Wise made a motion to grant the conditional use permit, conditioned upon the construction of an eight (8) foot vinyl fence adjacent to all residential properties, and the use of lighting as set forth in the plans. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

Attorney Fuqua asked those present if they would like to have their public comments brought forward verbatim into the Regular meeting. There was consensus to carry forward all public comments made in the Planning Commission meeting.

There being no further business, the meeting adjourned at 2:53 p.m., CT.

GENE BAILEY, CHAIRMAN

ATTEST:

CARLA A. HAND, CLERK

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR BOARD MEETING MINUTES
FEBRUARY 5, 2019**

PRESENT AND ACTING:

**GENE BAILEY, CHAIRMAN
SCOTT MONLYN, VICE-CHAIRMAN
DANNY RAY WISE
EARL HUNT
JERAL HALL**

**MATT FUQUA, ATTORNEY
CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT**

Chairman Bailey called the meeting held in the Regular Meeting room to order at 2:00 P.M.; CT. Commissioner Monlyn led the Prayer and Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES AND VOUCHERS

- ❖ A motion to approve the minutes and vouchers as published on the agenda (the January 15, 2019 Regular Meeting Minutes and the January 17, 2019 Emergency Meeting Minutes; vouchers for warrants: accounts payable warrants – 1901-UT4, 1901-GS2, 1901-UT5, 1812-UT3, 1902-UTL, 1902-1G, 1902-1E, 1902-1L, 1902-1GP, 1902-1RD payroll warrants – PR19-B01, PR19-B02, PR19-B03, PR011019, PR012419) was made by Commissioner Hall and seconded by Commissioner Hunt. The motion passed unanimously 5-0.

PLANNING COMMISSION RECOMMENDATION

- ❖ Commissioner Wise made a motion to approve the Planning Commission's recommendation to grant approval of the conditional use permit for Teramore Development, conditioned upon the construction of an eight (8) foot vinyl fence adjacent to all residential properties, and the use of lighting as set forth in the plans. Commissioner Hall seconded the motion. Chairman Bailey stated all public comment from the Planning Commission Meeting would be carried over into the Regular Meeting Minutes. The motion passed unanimously 5-0.

Public Comment

Ms. Sandra Clark stated she owns property adjacent to the proposed development. Ms. Clark stated she had requested a white plastic fence be used in previous discussions with another man. Ms. Clark voiced concerns about where the delivery trucks would unload boxes, and concerns with the intersection the store would be located on being dangerous. Ms. Clark stated her well is sixty-six (66) and a half feet from the proposed septic line, and asked how this would be feasible. Ms. Clark stated the area the store would be located on is in a congested area, and is concerned about accidents occurring.

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pond would be large enough for the development. Mr. Stephens asked the Board to consider changing the speed limit signs on State Road 20 so the speed limit is slowed sooner after the Chipola River Bridge.

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Chairman Bailey stated he share's Mr. Pitts concern with the wood fence, as wood does not hold up well in our area. Chairman Bailey asked if FDOT would require a turn lane due to the development of the property. Mr. Snowden stated if the entrance to the property is not accessed off a State highway, they do not get involved in the development. Mr. Snowden stated a left turn lane could become a necessity at some point if a traffic study is done by FDOT in the future. Attorney Fuqua stated the Board could request a traffic study from FDOT regarding turn lanes and speed limits in the area. There was further discussion about the entrance to the development.

Mr. Bracey addressed the fencing concerns expressed, and stated there would be fencing between the development and all surrounding residential properties. There was further discussion about the property. Mr. Pitts stated he would like the privacy fence to be constructed before any development begins. Chairman Bailey asked Mr. Bracey if this would affect construction. Mr. Bracey stated he was not sure. There was further discussion about the privacy fence.

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Mr. Champ Clark expressed concerns about the intersection where the store would be located, stating the intersection is dangerous. Mr. Clark stated he has previously asked about speed bumps on Demont Road, and believes they would be beneficial in slowing down traffic on the road. Mr. Clark expressed concerns about the delivery trucks to the commercial store blocking the intersection to back into the store to unload deliveries. Mr. Clark stated the sign for no through trucks on Demont Road has been gone for a while and should be replaced.

- ❖ Chairman Bailey made a motion to ask FDOT to do a traffic study on the intersection of State Road 73 south to State Road 73 north, and intersections in between. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

BECKY SMITH, TAX COLLECTOR – ADVERTISEMENT OF THE TAX ROLL IN NEWSPAPER

Ms. Smith informed the Board it is time to advertise the delinquent taxes, and stated which newspaper the delinquent taxes are advertised in is the Board's decision. Ms. Smith stated the advertisement will be in the newspaper for three (3) weeks in May, and the sale is to be held on or before June 1. Ms. Smith stated she plans to hold the sale on May 29. Attorney Fuqua asked if the County would be given the same price as last year. Ms. Smith stated she was unsure. Chairman Bailey stated the Board has always used the Calhoun County newspaper, The County Record, to advertise the delinquent taxes.

- ❖ Commissioner Monlyn made a motion to advertise for delinquent taxes in The County Record. Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.

Chairman Bailey stated he would like Ms. Smith to request the same rate as last year. Ms. Smith stated she needed to know the advertisement pricing before she could prepare the bills. Chairman Bailey asked if Mr. Turner provided her with a rate. Ms. Smith stated he did not. Chairman Bailey stated the advertisement rate would be the same rate as last year.

WILLIS INSURANCE AGENCY – ROOF INSPECTIONS

Mr. Ron Willis with Willis Insurance Agency stated he is concerned about future roof inspections. Mr. Willis stated once new roofs are placed on homes following the hurricane, the insurance companies will have periodic inspections of the roofs to make sure proper protocols were followed for roof installation. Mr. Willis stated the insurance company expects the roof to be inspected at each step of the re-roofing process to make sure the roof has been properly installed. Mr. Willis stated if the insurance company is not satisfied the roof has been inspected and installed properly, they will begin to non-renew policies. Mr. Willis stated Mr. Parrish could not be the only person in the County assigned to inspect all the roofs in the County. Mr. Willis stated if the County does not have a team of inspectors monitoring the new roof installations, there would be major issues for the citizens of Calhoun County in the future. Commissioner Wise asked Mr. Parrish when a new roof is installed is he there for each step or if only the finished product is inspected. Mr. Parrish stated the roofer tears the old roof off, and if he cannot be there to inspect the roof, time stamped pictures are taken of the progress. Mr. Parrish stated at the end of the project more pictures are taken and the roofer signs an affidavit stating the roof was installed according to and meets Florida Building Codes. Mr. Parrish stated this fulfills all the State's requirements regarding new roof installation. Commissioner Wise stated it sounds like what the insurance company wants would place a burden on the County. Commissioner Wise stated if the insurance company wants someone to inspect every step of the process on every roof that has to be replaced, it should be their responsibility to hire a third party inspector to be on the job site for the duration of the construction. Chairman Bailey inquired about Florida Building Codes. Mr. Parrish stated there is a nail pattern inspection or pictures, and the final affidavit is signed stating the building code was followed. Mr. Parrish stated if he does not receive all documentation the project was completed correctly, he does not issue a certificate of completion. Mr. Parrish stated not all contractors are pulling permits, and he has not found a solution to the problem. Chairman Bailey asked Mr. Parrish to call the Department of Business and Professional Regulation to see if there were any task force inspectors they could send to the County. Mr. Parrish stated there are inspectors from DBPR already going throughout the County. Mr. Willis stated in Tallahassee there is an inspection after all old roofing is removed before construction could move forward. Mr. Willis stated insurance companies will accept photographic evidence, but the photos must be adequately time stamped in a way it could not be edited by a computer. Mr. Willis stated it is important that the County have a protocol in place to ensure roofs are being installed properly to prevent insurance non-renewals. There was further discussion about permits and inspections. Chairman Bailey stated he appreciated Mr. Willis bringing this issue to the Board's attention, and they would work to do what they could to remedy the situation.

PROCUREMENT POLICY – EMERGENCY PURPOSES

Commissioner Monlyn stated the Board might want to look at the procurement policy in regards to emergency purchases. Chairman Bailey stated the procurement policy needs to be addressed as the personnel policy was addressed. Chairman Bailey stated he would like to have a workshop regarding the procurement policy to go over changes that need to be made. Chairman Bailey asked the Board if they could meet an hour before the 2:00 PM meeting on Thursday to discuss the procurement policy. Attorney Fuqua suggested adding the topic to the meeting agenda for the special meeting.

SHELDON AND CORTINA HENRY – NEIGHBORING PROPERTY ZONING CONCERN

Ms. Henry stated she and her husband have concerns with a property across from her home located at 20836 NE Pine Street in the Pine Island Subdivision. Ms. Henry stated the property is a 1.2-acre site, Calhoun County Commissioners Meeting – February 5, 2019

three-(3) bedroom two (2) bathroom home, and they want to add a mobile home to the property as well. Ms. Henry stated they wanted to make sure that zoning and Health Department requirements had been met in order to add a mobile home to the property. Ms. Cortina stated she wrote a letter to the Board concerning having guidelines to appreciate instead of depreciate neighborhoods. Ms. Henry asked the Board if there were any guidelines concerning condemning property and establishing timelines for the cleanup of these condemned homes. Ms. Henry stated Pine Island was once a very good neighborhood, but over the years, there has been a decline in the condition of the neighborhood. Ms. Henry asked if there were any ordinances or guidelines that could be set up to improve all the neighborhoods in the County. Commissioner Hunt stated there were some mobile homes in rough shape before the storm, which are even worse since the storm, and need to be checked on. Commissioner Monlyn stated before the hurricane the City of Blountstown had an effort called Operation Ghost Town to require properties be cleaned up. Attorney Fuqua stated Blountstown has code enforcement, but the County does not have code enforcement; noting Pine Island is not in the City of Blountstown. Ms. Henry asked if code enforcement were something the County could add at this time. Attorney Fuqua stated code enforcement could be added, but is something that must be budgeted for because someone would have to be paid to be the code enforcement officer. Chairman Bailey stated the Board has discussed code enforcement but ultimately had to remove it from the budget due to lack of funding. There was further discussion about code enforcement and County zoning. Mr. Henry asked if there was anything, the Board could do to protect their community. Chairman Bailey stated the County could not afford code enforcement at this time.

Ms. Melissa Gurliaccio, another resident of the Pine Island area on Oak Street, expressed her property concerns in the area. Ms. Gurliaccio stated the people who are moving in trailers and renting them out are destroying their neighborhood and the things they are trying to make better. Ms. Gurliaccio stated the last thing she wants in the community she lives in is to have people renting out their properties to drug dealers and addicts who have no stake in the community. Ms. Gurliaccio stated across from her house now there are four (4) residences on one parcel, and the residences are not in good shape. Attorney Fuqua stated what Ms. Gurliaccio has described could be something Mr. Parrish could go look into. Attorney Fuqua stated there could be improvements and additions that are not permitted. Ms. Gurliaccio stated she does not want to live this way, nor have her kids and grandkids live this way. Ms. Gurliaccio stated there are mobile homes at the end of Oak Street and Hickory Street are not fit to live in, and the people who own them continue to rent them. Ms. Gurliaccio stated she realized people need a place to live, but the owner of the property should improve it enough that people do not have to live in those conditions. Attorney Fuqua stated the County's only authority would be enforcement if there were additional development on a lot that is not permitted. Attorney Fuqua stated the County has no mechanism to enforce someone to fix up his or her property. Attorney Fuqua stated Mr. Parrish looking at the one (1) parcel in question would be at least a place to start. Chairman Bailey stated the County could make sure the development is compliant with Health Department codes. Chairman Bailey stated the Board would do what they could to alleviate or help the situation in the area. Ms. Henry inquired about having speed bumps installed in the neighborhood. Chairman Bailey stated the Board has a requirement that a tenant from every property on the road must sign a petition requesting the installation of the speed bumps. Chairman Bailey stated the petition is then verified after submittal to the Board. Ms. Gurliaccio asked if there was a way to reduce the amount of homes allowed on each parcel. Chairman Bailey stated this could be done through zoning, but the Board could not change what already exists. Commissioner Hunt stated he would have no issue with the installation of speed bumps in the neighborhood if the residents were all in favor. Commissioner Hunt stated about fourteen (14) years ago, there were speed bumps on every road in Pine Island, but the residents complained so they were removed. Ms. Henry thanked the Board for their time.

JAKE SHULER, EMS – AMBULANCE REMOUNT

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Mr. Shuler stated the ambulance remount project started in 2017, and since then there have been two (2) companies that have been awarded the contract and have been unable to complete the project. Mr. Shuler stated only one (1) company, Ten-8, submitted a proposal since the contract was pulled from the last vendor. Mr. Shuler stated the remaining grant funds are \$XX, XXX, and the insurance proceeds from the claim following the hurricane are \$XX, XXX totaling \$XX, XXX. Mr. Shuler stated the proposal from Ten-8 is for \$70,922, so an additional \$XX, XXX would be needed to complete the remount. (Please note Chelsea Snowden, Grants Coordinator, will clarify these amounts at the 02/19/2019 regular Meeting after time to review.) Chairman Bailey stated a recommendation has been made for the hospital and the County to split the additional funds needed to complete the ambulance remount project. Chairman Bailey stated the County would pay the total amount up front and allow the hospital to repay their half by withholding \$625.93 (this amount is subject to change) per month from the subsidy over a twelve (12) month period starting in April 2019. Chairman Bailey asked if Mr. Shuler has received a contract from Ten-8, and asked when they would expect payment. Mr. Shuler stated he has received a contract from Ten-8, and the total would be due upon completion of the project.

- ❖ Commissioner Monlyn made a motion to set aside the procurement policy to pay the additional \$15,022.41. (A new motion will be necessary to set forth the correct amount at the February 19, 2019 regular Meeting.) Commissioner Hunt seconded the motion. The motion passed unanimously 5-0.
- ❖ Commissioner Monlyn made a motion to award the contract to Ten-8. Commissioner Hall seconded the motion. Chairman Bailey stated an agreement would be needed from the Hospital Board agreeing to the terms of withholding. The motion passed unanimously 5-0.

LIVE OAK HEIGHTS TASK ORDER – DEWBERRY ENGINEERS, INC.

Mr. Justin Ford stated the Board should have received a copy of the task order that was drafted. Mr. Ford stated the grant amount is small, and they left as much money available for construction as possible. Mr. Ford stated they have split the task order into two (2) phases, survey and design in one (1) phase and CEI in another, totaling \$8,750.00

- ❖ Chairman Bailey made a motion to award the task order to Dewberry Engineers, Inc. Commissioner Wise seconded the motion. The motion passed unanimously 5-0.

BID OPENING – CIGP ALLIANCE ROAD

Mr. Brandon Purvis with Dewberry Engineers, Inc. opened and read aloud the sealed bids.

CIGP Alliance Road Bids	
C.W. Roberts Contracting, Inc.	\$577,910.80
Roberts & Roberts, Inc.	\$493,767.57
Capital Asphalt, Inc.	\$1,150,783.00

Mr. Purvis stated the Board could table the bids until they could be reviewed for accuracy.

- ❖ Commissioner Hunt made a motion to table the bids and add the bid award to the agenda for the Special meeting on Thursday. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden stated she could reach out for a task order to the third firm in line, Southeastern Consulting Engineers, for the CEI for the project.

TIM JENKS, MAINTENANCE DEPARTMENT

Mr. Jenks stated his department has been busy at all County parks and buildings. Mr. Jenks stated the pole barn at Clay Mary Park has been straightened the best he can and has been re-braced, and trees have been trimmed. Mr. Jenks stated the pump at Hugh Creek has been repaired, and only needs one more part. Mr. Jenks stated the pump at Kinard has been repaired and ready to be turned on. Mr. Jenks

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stated a new pump house has been built at Ocheessee Park, and he worked on the lighting. Mr. Jenks stated there is a lot of work to be done at Sam Atkins Park, and the construction of the dugouts is underway. Mr. Jenks stated besides everyday maintenance, they would be spending a lot of time out at Sam Atkins Park. Commissioner Hunt asked who is constructing the dugouts at Sam Atkins Park. Mr. Jenks stated Daniel Barfield is building the dugouts.

CLIFFORD EDENFIELD, ROAD DEPARTMENT

Mr. Edenfield stated he has been sending prison crews behind the debris pick up crews to pile up debris again for the crews, and picking up smaller debris. Mr. Edenfield stated they would try to do this in all the communities. Mr. Edenfield stated his department has also been trying to patch roads behind the debris haulers. Mr. Edenfield stated he hired one (1) inmate crew supervisor who has started picking up inmates this week, and the second inmate crew supervisor should be hired by the end of the week. Mr. Edenfield stated he and Mr. Monlyn cleaned up an area today of nothing but household garbage, and this is something the debris haulers would not be picking up. Mr. Edenfield stated he does not know how the Board would like to handle the situation, but it could become a nuisance especially since the County does not have a garbage dump. Mr. Edenfield stated as he cleans up places like this, it may become necessary to have a dumpster at the Road Department to place the garbage. There was further discussion about garbage pickup. Mr. Edenfield asked if the Commissioners have noticed any roads that have not had a first pass for debris pickup. Mr. Edenfield stated if there are any to let him know, there are already seven (7) roads on the list currently. Mr. Edenfield stated they are trying to finish these roads in the next two (2) days and consider the first pass complete, and start with the second pass. Mr. Edenfield stated that on the second pass they should start picking up the large stumps.

RITA MAUPIN, DIRECTOR OF LIBRARY SERVICES

Ms. Maupin stated Mossy Pond, Blountstown, Hugh Creek, and Shelton Libraries are all running close to normal operations, with normal hours and services. Ms. Maupin stated FEMA is still utilizing the Heritage Room at the Blountstown Library through February 28th. Ms. Maupin stated Kinard Library is operational, but they are still doing work to clean up books and get them into the building. Ms. Maupin stated the computers are up, and they have started after school mentoring and tutoring. Ms. Maupin stated the Altha Library has not had much progress, but there has been some good news. Ms. Maupin stated the building has \$200,000 of insurance, and \$50,000 for the interior books and equipment. Ms. Maupin stated a portable building would be placed at the Altha Library by February 18th, and a storage container would be delivered to hold all the contents of the library during the repair of the building. Ms. Maupin stated the Altha Town Council is spearheading the repairs to the Library since the building belongs to them. Attorney Fuqua stated the Town of Altha would probably be willing to deed the library to the County after repairs are made if the County were interested. Chairman Bailey stated he would be in favor of the County taking responsibility for the Library after repairs are made and the building is in good shape. There was further discussion about the libraries.

DOWLING PARRISH, BUILDING OFFICIAL

Mr. Parrish stated he has been busy issuing permits, licenses, and inspecting houses. Mr. Parrish stated since October 10th he has issued about 500 building permits, and over 150 licenses to contractors. Chairman Bailey asked the Board's thoughts about reinstating permit fees. Chairman Bailey stated most other counties have begun charging permit fees again. Chairman Bailey stated the County could use the revenue at this time, and could do some type of graduated fee for a time. Commissioner Hunt stated there are some residents who have been unable to begin repairs to their homes, and asked if they should be penalized because they have not had the money to start repairs. Mr. Parrish stated permits are good for one (1) year, and if they already have a permit it would be good for one (1) year to complete repairs. Chairman Bailey stated the Board is charging for new construction now, but has been waiving hurricane related permits for four (4) months. Mr. Parrish stated the licenses issued to

contractors have offset much of the lost permitting revenue. Chairman Bailey stated the Board could at least reinstate 50% of the fee for a month, and then reinstate the full price. There was Board consensus to reinstate 50% of the permitting fee for one (1) month and then reinstated to full price. Ms. Gurliaccio stated there are some citizens who have not worked out a settlement with their insurance company yet, so have no ability to get a permit because they are unsure what repairs they would be able to do at this time. Ms. Gurliaccio asked if she should go obtain a permit now, pending what the insurance company decides to cover. There was further discussion about repairs. Chairman Bailey stated he would have no issue waiving the fees for those who have proof they did not receive their insurance checks until after the fees were reinstated. Chairman Bailey stated if the citizen can verify the date of the insurance check a waiver could be issued for the permitting fee.

Mr. Parrish stated he happened upon a truck unloading construction debris in a ditch on State Road 71 south. Mr. Parrish stated he turned around and went back to get the tag number, but the truck had already finished dumping the debris and was pulling back onto the road toward Blountstown. Mr. Parrish stated he followed the truck to its establishment and he called the Sheriff's Department. Attorney Fuqua stated unloading debris on the road right of way is a felony. Commissioner Monlyn stated next time this happens to take pictures so it can be proven the debris was dumped illegally. Chairman Bailey stated he hopes the Sheriff's Department at least speaks with the individual and maybe this would deter them from dumping any more loads of debris on the roadside. There was further discussion about illegal dumping. Commissioner Hunt stated there has been an issue as well with contractors not properly disposing of shingles.

JUDY BISS, COUNTY EXTENSION OFFICE

Ms. Biss stated her upcoming retirement is March 8th, so she is winding down her role here as County Extension Director and preparing her office for the next Director. Ms. Biss stated due to funding, there has been a hiring freeze on some positions, but the Director position was approved to advertise and fill and they are waiting for the position to be announced. Ms. Biss stated it would likely be six (6) months or so until this position is filled. Ms. Biss stated per the Memorandum of Agreement, once the University selects the top candidates, they would be presented to the Board for final approval at a regular Board meeting. Ms. Biss stated she would be available to assist in the transition as needed after she retires, and Ms. Whitney Cherry would be appointed as Interim Director. Ms. Biss stated the Extension Office is in the process of accepting applications for the part time summer 4-H Program assistant, and they would keep the Board posted on the progress.

Ms. Biss stated Ms. Cherry continues to work on in-school 4-H clubs as well as community clubs and volunteer recruitment. Ms. Biss stated they are thankful for the community support and 4-H volunteers that they do have, and for the recent interest in club and summer program development expressed by Commissioner Monlyn and School Board Member Ken Speights.

Ms. Biss stated the Extension Office continues to provide information to clients regarding hurricane recovery. Ms. Biss stated her office is also part of the Jackson/Calhoun Long Term Recovery Group. Ms. Biss stated there is still a need for information and funding regarding hurricane recovery. Ms. Biss stated there is a forestry meeting on February 12th and registration was cut off at 200, and there is still a waiting list so there may be another meeting in the future.

CHELSEA SNOWDEN, PROJECTS AND GRANTS COORDINATOR

Ms. Snowden stated she has been working on Legislative Budget Requests, and she sent the House of Representatives request this morning for infrastructure extensions for a half mile of water, sewer, and natural gas extensions from Blountstown to the old Mowrey Elevator site. Ms. Snowden stated she has also done the same request to the Senate for this particular project. Ms. Snowden stated Senator

Montford had approached Chairman Bailey about potentially drafting a list of some of the items the County needs as a whole, and she is currently working on this list, which would be due on February 11th. Ms. Snowden stated she would like to discuss this more at the Special Meeting on Thursday if possible. There was further discussion about the legislative budget requests.

Ms. Snowden stated she is working closely with the Long Term Recovery Group Ms. Biss mentioned. Ms. Snowden stated this group is trying to receive 501c3 status where they would link local governments to make sure any unmet needs are addressed and community resources are taken care of, and counties can focus on what they need to as a county. Ms. Snowden stated she would like to place on the agenda for the Special Meeting on Thursday a Resolution, which would show the County's support of the North Florida Inland Long Term Recovery Group.

Ms. Snowden stated she has been in touch with FDOT regarding the County Road 274 Sidewalk Project. Ms. Snowden stated there was a recommendation from FDOT to re-bid the project as before, and include a bid alternate as well if costs needed to be cut for the project.

Ms. Snowden stated at the February 19th Regular Board Meeting bids would be opened for the County Road 549 project, which was re-bid several weeks ago.

Ms. Snowden stated if there were any projects the Board would like to add to the Legislative Budget Requests to let her know between now and Thursday.

CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER

Clerk Hand stated that on Thursday at the Special Meeting she would be bringing a budget resolution for the unanticipated revenue from the sale of auction items so they could budget to expend these items. Mr. Edenfield stated he planned to use the Road Department's portion of the proceeds to build a new barn for increased storage and some other renovation needs at the Road Department.

Clerk Hand stated some of the Volunteer Fire Departments and the Senior Citizen's Center are in attendance at today's meeting to discuss how the Board plans to move forward with repair or rebuild of their facilities. Chairman Bailey stated he would bring these matters up during Commissioner Time.

ATTORNEY TIME

Attorney Fuqua presented to the Board the lease for the old sewing factory/Big River Board Room with Neal Land and Timber Company. Attorney Fuqua stated the lease is for one (1) year.

- ❖ Commissioner Hunt made a motion to approve the Lease Agreement. Commissioner Hall seconded the motion. The motion passed unanimously 5-0

Attorney Fuqua stated Mr. Alan Bush with Metric Engineering is in attendance at the meeting. Mr. Bush stated he wanted to visit the counties they are working in to let them know they are there if anything is needed, and to let them know if there are any questions they could answer. Mr. Bush stated he would leave a business card with each of the Commissioners. Mr. Bush stated they have received unofficial word that the State is trying to make March 15 the final day to place materials by the roadside, with the ultimate day of debris pickup on July 11. Mr. Bush stated he has not seen anything official yet. There was further discussion about debris pick-up.

Attorney Fuqua asked if the Board would like him or Attorney Milton to attend the Special Board Meeting on Thursday. Chairman Bailey stated an attorney should be present at the meeting since the agenda has gotten larger.

COMMISSIONER TIME

COMMISSIONER WISE

Nothing to report.

COMMISSIONER HALL

Commissioner Hall stated he would like to discuss the status of the Mossy Pond Volunteer Fire Department. Chairman Bailey stated he would discuss this topic shortly.

COMMISSIONER HUNT

Commissioner Hunt inquired when would be the last day for debris pickup. Commissioner Bailey stated FDOT issued an email yesterday that they would like all materials to be placed by the roadside by March 15, with the final day on July 11. Chairman Bailey stated last night he received another email that stated another extension could be possible, so he is unsure of the final day for debris pickup. Chairman Bailey stated March 15 as of now is the last day to place materials by the road. Chairman Bailey stated he personally does not see how the debris company could pick up the debris that is by the road now by March 15.

Commissioner Hunt asked if there has been an increase in prison work crews. Chairman Bailey stated there has been an increase. Commissioner Hunt asked if the County has received the five (5) inmate work crews they should be assigned. Chairman Bailey stated there has not been an increase in uniformed officer crews, but Mr. Edenfield has hired one (1) inmate crew supervisor and would soon have another checking out inmates. Commissioner Hunt stated the inmate crew supervisor who was hired was unable to receive inmates until recently. Mr. Edenfield stated it took the prison a week to provide the supervisor with inmates. Mr. Edenfield stated he has been receiving two (2) work crews per day regularly, but that is all. Commissioner Hunt stated the Board is supposed to be supplied with an inmate crew per district, and asked if the Board would be pursuing this or letting it go. Chairman Bailey stated another letter could be sent to the Governor. Commissioner Hunt stated Senator Montford should receive a reminder as well. There was further discussion about the inmate work crews.

- ❖ Commissioner Hunt made a motion to re-appoint Mr. Maxie Waldorff to the IDA Board. Chairman Bailey seconded the motion. The motion passed unanimously 5-0.

COMMISSIONER MONLYN

Commissioner Monlyn stated Ms. Sharon Chason needs an alternate canvassing board appointee in the Chairman's absence, and requested this item be on the agenda for the Special Meeting on Thursday.

CHAIRMAN BAILEY

Chairman Bailey stated the County anticipates rebuilding the Mossy Pond Volunteer Fire Department. Chairman Bailey stated by tomorrow that the County would need to know where the new building would be located. Mr. Duncan Harvey with the Mossy Pond Volunteer Fire Department, stated they would like to place the fire department beside the Mossy Pond Library but out of their way. Mr. Harvey stated the fire department also needs a helicopter-landing zone. Commissioner Hall stated Mr. Clay O'Neal indicated to him that he would clear five (5) acres at no charge if needed to build the new fire station. Chairman Bailey stated a survey of the property would be needed. Commissioner Hall stated he has checked with the Property Appraiser's Office, and the County owns about twenty (20) acres, but he is unsure where exactly the property lines are located. Chairman Bailey stated he, Commissioner Hall, Mr. Snowden, and Ms. Maupin could get together to determine property lines. There was further discussion about the volunteer fire department. Chairman Bailey stated the County is working with FEMA and the insurance company on the design and build back of the Mossy Pond Volunteer Fire Department.

Chairman Bailey stated they have been meeting each Wednesday with FEMA. Chairman Bailey stated he would like to see the Board prepare to bid for repair or replacement the Courthouse roof, the Health Department, and the Senior Citizens building. Chairman Bailey stated one of the engineer's the Board has contracted with, Mr. Jack Husband, is a structural engineer and Ms. Snowden has spoken to him regarding the repairs. Chairman Bailey stated he would like to begin build back efforts as soon as possible as funds permit. There was further discussion about damaged County property. Chairman Bailey stated they have been discussing plans with Synergy, who is the recovery program manager for the Florida League of Cities, and provides recovery services through turnkey restoration and reconstruction services. Ms. Snowden presented the Board with a preliminary damage inventory. Chairman Bailey stated bi-weekly or weekly meetings with the full Board might become a necessity. Chairman Bailey stated there is the possibility of mold in the Senior Citizens Building, which would need to be addressed in the near future. There was further discussion about the Senior Citizens Building.

Mr. Parrish stated he is having some issues with inspecting FEMA trailers. Mr. Parrish stated the mobile homes are locked, and he cannot get in them for inspections. Mr. Parrish stated he could look at the power pole and verify it is wired properly, but cannot check the wiring inside the trailer. There was further discussion about FEMA trailers. Attorney Fuqua stated Mr. Parrish could check with the new FEMA representative for the County who may be able to help with this issue.

Chairman Bailey stated the County has roughly \$929,000 in SHIP (State Housing Initiative Partnership) funding, of which about \$65,000 is already encumbered. Chairman Bailey stated the SHIP program is income driven, and asked the Board to refer anyone in their district they believe the program could help to the Courthouse so they could see if they qualify for assistance with their homes. Chairman Bailey stated these funds need to be utilized to help their constituents. There was further discussion about the SHIP program.

Chairman Bailey stated about an hour before this afternoons meetings, Ms. Snowden received a phone call from Mr. Adam Johnson who stated he would be required to be away from work for one month without communications due to his military obligations. Chairman Bailey stated the County is in a crunch, and recommended the Board appoint Chelsea as the temporary Emergency Management Director, and to consider her compensation between now and the Special Board Meeting on Thursday.

- ❖ Chairman Bailey made a motion to appoint Ms. Snowden as the temporary Emergency Management Director in Mr. Johnson's absence. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Clerk Hand stated she received an email a few minutes ago between Ms. Pam Skinner and Mr. Johnson concerning his leave. Clerk Hand stated the Personnel Policy allows seventeen (17) days per year for military leave and Mr. Johnson has already used some due to other military training. Clerk Hand stated Mr. Johnson is asking if he may take leave without pay (rather than use annual leave) for the days away in excess of the military leave benefit. There was Board consensus for Mr. Johnson to take leave without pay.

There was further discussion about Legislative Budget Requests.

Clerk Hand stated Magnolia Volunteer Fire Department is represented at the meeting today as well and would like to ask the Board some questions about their building. Chairman Bailey stated no fire departments have been worked on yet, and an engineer must look at the Magnolia Volunteer Fire Department building because there is some structural damage. Chairman Bailey stated the Board would address repairs for the volunteer fire departments in the near future once the initial three (3) buildings

have been repaired. Chairman Bailey stated the volunteer fire departments have not been placed on the back burner, and they are working to get to all buildings that need repair. Mr. Guilford McDonald stated they would like to get permission to go ahead and order new doors for their building, and have received a quote for about \$9,000 to replace the doors. Chairman Bailey stated the County's insurance company would order and pay for the doors and have them installed. Chairman Bailey stated once the engineer looks at the walls that were damaged; the project could be bid out. Chairman Bailey stated if the project is not bid out, the County would lose their FEMA reimbursement for the deductible. Mr. McDonald stated their biggest concern is the doors, and asked if the insurance company could go ahead and get the doors taken care of first. There was further discussion about the volunteer fire department. Chairman Bailey stated the County must follow guidelines in order to receive reimbursement, but he would check to see if the insurance company could bid the doors separate from the structural damage to the building. Chairman Bailey encouraged all volunteer fire departments to report any damage they have to the contents of their buildings.

Mr. Duncan Harvey stated there would be a taco dinner fundraiser at the Mossy Pond Volunteer Fire Department on Saturday February 9.

There being no further business, the meeting adjourned at 4:18 p.m., CT.

GENE BAILEY, CHAIRMAN

ATTEST:

CARLA A. HAND, CLERK

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
SPECIAL BOARD MEETING MINUTES
FEBRUARY 7, 2019**

PRESENT AND ACTING:

**GENE BAILEY, CHAIRMAN
SCOTT MONLYN, VICE-CHAIRMAN
DANNY RAY WISE
JERAL HALL**

**CLAY MILTON, ATTORNEY
CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTROLLER
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT**

Chairman Bailey called the meeting held in the Regular Meeting room to order at 2:00 P.M.; CT.
Chairman Bailey led the Prayer and Pledge of Allegiance to the Flag.

DEBORAH BELCHER, ROUMELIS PLANNING AND DEVELOPMENT SERVICES

Ms. Belcher stated as discussed before, the Board would need to appoint a Citizen Advisory Task Force and provide some project suggestions for the CDBG (Community Development Block Grant) program. Ms. Belcher asked if the Commissioners have appointees ready for the Citizen Advisory Task Force. Commissioner Wise stated he had an appointee, but they canceled with him today. Commissioner Hall stated his appointee would be Ms. June Harvey, and provided contact information to Ms. Belcher. Commissioner Bailey stated his appointee would be Ms. Angie Smith, and stated Ms. Belcher should already have her credentials. Commissioner Monlyn stated his appointee would be Hamilton Thomas, and would forward his credentials to Ms. Belcher. Commissioner Wise stated he has someone from his district in the audience today, Mr. Guilford McDonald, and inquired if he would be willing to serve on the Board. Mr. McDonald stated he does not know what this Board does, so Ms. Belcher explained to him the duties of the Citizen Advisory Task Force. Mr. McDonald agreed to be a part of the Citizen Advisory Task Force. Ms. Chelsea Snowden stated Commissioner Hunt was unable to attend this meeting, but has nominated Greg Burkett as his appointee.

Ms. Belcher asked the Board if they have any project suggestions for the CDBG program. Chairman Bailey suggested Miles Road and Vinson Road, which would be new pavement projects. Commissioner Wise suggested Gaston Spivey Road and Clemons Road. Commissioner Monlyn stated he did not have any roads to suggest outside of the City limits. Commissioner Wise suggested Patterson Road in Commissioner Monlyn's district. Commissioner Monlyn then suggested Buddy Anderson Road as well. Commissioner Hall suggested Creel Road in his district. Chairman Bailey also suggested Jehue Parker Subdivision roads, and stated some households are low to moderate income but some are not. Chairman Bailey also suggested Pitts Circle and Garfield Daniels Road that are torn up completely and would like to include them as long as it the County would not lose points. Ms. Belcher stated these roads could be included as an unmet need if there is funding and the County could stand the point drop.

Ms. Belcher stated the Citizen Advisory Task Force meeting and first public hearing would be scheduled after she has had some time to check into the Board's suggested projects. Chairman Bailey asked if Ms. Belcher anticipates any additional CDBG funding due to Hurricane Michael. Ms. Belcher stated she has not heard, but she feels there could be a good chance of additional funding. Ms. Belcher stated what

usually happens when this occurs is that HUD (Housing and Urban Development) would require the State to target the funds to the hardest hit areas. There was further discussion about additional CDBG funding.

Chairman Bailey asked when Ms. Belcher anticipates scheduling the first meetings. Ms. Belcher stated she expects to have the meetings scheduled by the second Board meeting in March, as the grant is currently expected to be due in late April. There was further discussion about the CDBG program.

BID AWARD – CIGP ALLIANCE ROAD

Ms. Snowden stated the low bidder on the CIGP (County Incentive Grant Program) Alliance Road project was Roberts and Roberts, Inc. in the amount of \$493,767.57. Ms. Snowden recommended award to Roberts and Roberts, Inc. contingent upon FDOT approval.

- ❖ Chairman Bailey made a motion to award the CIGP Alliance Road Project to Roberts and Roberts, Inc. contingent upon FDOT approval. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

Ms. Snowden stated she has not received a task order for the CEI on the project, but would anticipate presenting this to the Board at the February 19th Board meeting.

LEGISLATIVE BUDGET REQUESTS

Ms. Snowden asked if there are any other projects the Board would like to be considered for Legislative funding requests. Ms. Snowden stated currently there is one request for the infrastructure extensions and one for an add on for a women's dormitory at the County jail. Ms. Snowden stated also, there is a list of Hurricane Michael funding needs of volunteer fire departments, schools, and the County. Ms. Snowden stated she would like to submit these items tomorrow for consideration. Ms. Snowden stated currently the request totals 170 million dollars. Chairman Bailey asked what amount of reforestation is included. Ms. Snowden stated currently reforestation is at twenty (20) million dollars in the request. Chairman Bailey asked for the reforestation to be raised to forty (40) million, as the forestry business was hit hard in Calhoun County. (Bringing the request to 190 million dollars)

RESOLUTION 2019-02 – NORTH FLORIDA INLAND LONG TERM RECOVERY, INC.

Ms. Snowden presented to the Board for approval and execution Resolution 2019-02.

RESOLUTION 2019-02

WHEREAS, in the aftermath of Hurricane Michael on October 10, 2018 the citizens of Calhoun County incurred substantial damage to homes, businesses and land, including physical emotional and psychological impacts that must be addressed in a long term manner; and

WHEREAS, in the weeks following Hurricane Michael a group of citizens and community leaders, aided by other national organizations with experience in addressing the needs of communities and their citizens following disasters, set about to establish a Long Term Recovery Group with a mission to coordinate recovery services and build resiliency for individuals, families, and entities adversely impacted; and

WHEREAS, the Long Term Recovery Group plans on formalizing such organization by creating a Non-Profit corporation so named the North Florida Inland Long Term Recovery, Inc.; and

WHEREAS, the Board of County Commissioners believes the Long Term Recovery Group is a necessary part of any plan to assist the citizens of Calhoun County and the community in recovering and rebuilding from this disaster; and

NOW THEREFORE BE IT RESOLVED, by the Calhoun County Board of County Commissioners of Calhoun County, Florida, that;

The Board recognizes the need for the Long Term Recovery Group and looks forward to working together with them in rebuilding our communities.

- ❖ Chairman Bailey made a motion to approve Resolution 2019-02 in support of North Florida Inland Long Term Recovery, Inc. Commissioner Hall seconded the motion. Attorney Milton asked if this group were a Calhoun County nonprofit group. Ms. Snowden stated the Board would be aware of what happens with the organization, but are not directly involved. Ms. Snowden stated this would be a 501c3 nonprofit organization between Jackson and Calhoun Counties, consisting of citizens and community leaders. Ms. Snowden stated the Resolution is only for support of the organization. The motion passed unanimously 4-0.

BUDGET RESOLUTION 2019-03 – UNANTICIPATED REVENUE

Clerk Hand stated the Budget Resolution includes proceeds from the County auction, and also three (3) grants that were not included in the original County budget because they had not been awarded at that time. Clerk Hand stated the grants as the SCRAP (Small County Road Assistance Program) County Road 549 project, SCRAP Live Oak Heights/Frank Williams Lane, and the FAA (Federal Aviation Administration) taxiway extension project at the airport. There was further discussion about the Budget Resolution.

RESOLUTION 2019-03 OF THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA

WHEREAS, the Calhoun County Board of County Commissioners of Calhoun County, Florida has unanticipated revenue in fiscal year 2018-2019 in the General Fund, County Transportation Trust Fund I, County Transportation Trust Fund II and Industrial Development Authority Fund.

WHEREAS, said revenue is needed to help pay certain expenditures incurred in fiscal year 2018-2019,

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The fiscal year 2018-2019 budget be amended as follows:

Current	Increase	Revised
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		<u>Budget</u>	<u>Decrease</u>	<u>Budget</u>
<u>General Fund</u>				
Revenues:				
		\$		
01364-00000	Disposal of Fixed Assets	-	8,550	8,550
Expenditures:				
01526-64000	Equipment	0	8,550	8,550
<u>County Transportation Trust Fund I</u>				
Revenues:				
1136400-01000	Disposal of Fixed Assets	0	50,275	50,275
Expenditures:				
11541-62000	Buildings	0	50,275	50,275
<u>County Transportation Trust Fund II</u>				
Revenues:				
12334-49C549	SCRAP-CR549 (John G. Bryant Rd.)	0	768,050	768,050
12334-49LOH	SCRAP-NE Live Oak Lane/Frank Williams Lane	0	99,935	99,935
		0	867,985	867,985
Expenditures:				
12541-63C549	SCRAP-CR549 (John G. Bryant Rd.)	0	768,050	768,050
12541-31LOH	SCRAP-Engineering - Live Oak Lane/Frank Williams Lane	0	8,750	8,750
12541-34LOH	SCRAP-Contractual - Live Oak Lane/Frank Williams Lane	0	91,185	91,185
		0	867,985	867,985
<u>Industrial Development Authority</u>				
Revenues:				
57331-41NTAX	FAA -North Taxiway "A" Extension	0	161,696	161,696
Expenditures:				

57542-
63NTXF

North Taxiway "A" Extension - FAA 0 161,696 161,696

- ❖ Commissioner Wise made a motion to approve Budget Resolution 2019-03. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

SUPERVISOR OF ELECTIONS – ALTERNATE CANVASSING BOARD APPOINTEE

Chairman Bailey asked if Clerk Hand had spoken with the Supervisor of Elections regarding this topic. Clerk Hand stated she had not, that Ms. Chason was at a conference.

CHELSEA SNOWEN – INTERIM EMERGENCY MANAGEMENT DIRECTOR COMPENSATION

Chairman Bailey stated the Board has discussed Mr. Johnson's letter of commitment to military affairs, and would be out of work for one (1) month, and Ms. Snowden has been appointed as the Interim Emergency Management Director in his absence. Chairman Bailey stated he has discussed with Ms. Snowden the duties she would be taking on with the upcoming Hurricane Michael construction, which would be time consuming and a lot of work. Chairman Bailey stated he looked at Ms. Snowden's salary, Mr. Edenfield and Mr. Jenks salaries, and recommended bringing Ms. Snowden salary within \$1,000 of their salaries.

- ❖ Commissioner Monlyn made a motion to increase Ms. Snowden's salary within \$1,000 of Mr. Edenfield and Mr. Jenks salaries. Commissioner Hall seconded the motion. The motion passed unanimously 4-0.

COMMISSIONER TIME

CHAIRMAN BAILEY

Chairman Bailey stated an email was sent today to Synergy, indicating the County would like turnkey repairs done to the Courthouse, Health Department, and Senior Citizens' building, which was provided to each Board member. Chairman Bailey stated on behalf of the Florida League of Cities, a double wide modular building would be furnished for office space to the Senior Citizen's Center during the repairs to their building, at no cost to the County. Chairman Bailey stated they are being cautious to be sure the expenditures are made in accordance with the procurement policy for reimbursement purposes from FEMA. Chairman Bailey stated Mr. Jenks has been working hard to put together bids for fencing and lighting at Sam Atkins Park. Chairman Bailey stated the Maintenance Department and the Road Department have both been working at the park to clean up broken poles, pine trees, and stumps to make the park safe for children to use.

Chairman Bailey stated all Board members should have received a copy of the procurement policy. Chairman Bailey asked the Board to review the policy, noting any changes they thought needed to be made. Chairman Bailey asked the Board if they would like to make a motion for an amendment to the policy, that in the event an Emergency Board Meeting could not be held that the Chairman and the Department Head could together make an emergency purchase that exceeds the \$10,000 threshold.

- ❖ Commissioner Monlyn made a motion for an amendment to the procurement policy that in the event an Emergency Board Meeting could not be held that the Chairman and the Department Head could together make an emergency purchase that exceeds the \$10,000 threshold. Commissioner Hall seconded the motion. Chairman Bailey stated the amendment would be drafted by the Clerk's Office, and would ensure nothing would be done that would interfere

with Federal guidelines. Chairman Bailey stated this amendment would not be used for anything related to Federal funding. The motion passed unanimously 4-0.

Chairman Bailey asked the Board to look at the remainder of the procurement policy. There was further discussion about the procurement policy.

Chairman Bailey asked if Mr. Brandon Purvis could break down the road signs needed in the County by district. Ms. Snowden stated Mr. Ford did this before he left his job with the County. Chairman Bailey asked for a copy of the list to be sent to each Commissioner. Chairman Bailey stated he is ready to start replacing signs, especially regulatory signs, as soon as possible.

There being no further business, the meeting adjourned at 2:38 p.m., CT.

GENE BAILEY, CHAIRMAN

ATTEST:

CARLA A. HAND, CLERK

CALHOUN COUNTY BOCC
VENDOR PAYMENTS
JANUARY/FEBRUARY

AP runs: PR19-B04, PR19-B05

Payroll warrants: PR012419, PR020719

Vendor	Amount	Comments
Florida Retirement System (FRS)	\$ 19,675.50	PR19-B05
IRS-Tax Dep	\$ 12,796.47	PR19-B05
My Florida Remit-Employee Ded	\$ 351.16	PR19-B04 **added new hire C/S pmt o
Nationwide-Employee Deductions	\$ 795.00	PR19-B04
Centennial Bank-Direct Deposit	\$ 46,297.62	PR020719
Centennial Bank-Direct Deposit		
TOTAL	\$ 79,915.75	

Date

Governor Ron DeSantis
Executive Office of the Governor
Office of Policy and Budget
The Capitol, Room 1801
Tallahassee, Florida 32399-0001

RE: Application for Disaster Assistance Local Match Waiver
DR4399 – Hurricane Michael for Calhoun County

Honorable Governor DeSantis:

Please accept this letter as supporting documentation for the Application for Disaster Assistance Local Match Waiver (12.5% local match requirement) for Federal Emergency Management Agency (FEMA) DR-4399 Hurricane Michael on behalf of the Calhoun County Board of County Commissioners.

Calhoun County after Hurricane Michael



Calhoun County is considered a rural, fiscally-constrained county in the State of Florida.

According to Carla Hand, Calhoun County Clerk, *"The loss from Hurricane Michael is certainly going to be the worst that our County has ever seen."*

In accordance with your documentation requirements, the following is provided for your review:

Preliminary Damage Assessment

The County experienced extensive and catastrophic damages from the direct hit from Hurricane Michael. Nearly 70 percent of buildings sustained major damage. In Blountstown, structures crumpled under the wind like houses of cards and power lines tipped over like toothpicks. Table 1 summarizes the obligated and unobligated project totals from the project worksheets.

Table 1 – Project Worksheets Calhoun County

Table 1 Project Worksheets (Exhibits C) submitted to FEMA by Calhoun County for Hurricane Michael	
Obligated - Large Projects	\$xxxx
Unobligated - Large Projects	\$xxxx
Obligated - Small Projects	\$xxxx
Unobligated - Small Projects	\$xxxx
Total Obligated and Unobligated Projects	\$xxxx

Assessment of Available Revenue

Calhoun County currently levies ad valorem taxes at 9.90 mills; generating less than \$410,000 in revenue per mill for fiscal year 2018-2019. Calhoun County's assessed millage rate for FY 2018-2019 was anticipated to generate approximately \$4.1 million, **PRIOR** to Hurricane Michael.

With the extensive and devastating damage Countywide, evaluations determined that there will be reductions to the tax roll for multiple years. The citizens have experienced massive destruction to their homes and businesses with the timber property and the economic well-being. The collection of property taxes will be delayed in many cases adding an additional hardship to cash flow.

Calhoun County imposes a six cent per gallon motor fuel and special fuel gas tax, which has been in effect since 1990. In addition, a 1% discretionary sales surtax has been imposed by the County since 1993. There is an anticipated drop in fuel tax and sales tax revenue due to local business failures and individual economic hardships. The County relies heavily on these local and shared revenues.

Calhoun County does not operate any electric, natural gas, garbage, water or sewer systems. Therefore, no additional utility taxes can be levied.

County Assistance with Local Match

Calhoun County is *unable to assist* with the local match requirement. The County does not have the adequate funds or the ability to generate adequate funds in either this fiscal year or in the next fiscal year.

A match requirement on the damages resulting from the "Hurricane Michael" would be a devastating hardship to Calhoun County, as would a deduction from future state shared revenue.

The County must maintain its current level of General Fund Unrestricted Funds (Fund Balance) for working and operating capital.

County's Inability to Cover the Waiver Amount

Calhoun County General Fund

The County's FY 18/19 budget does not include any county funded capital projects or has the capacity to raise additional revenues.

Vulnerable Citizens

Calhoun County assists the vulnerable citizens by providing funding to the Senior Citizens Association and Health Department.

Partial Funding for Fire Departments

The County depends heavily on volunteers for first responders and fire protection services and can only afford to *partially fund* the Volunteer Fire Departments. Each Volunteer Fire Department must raise additional operating funds through annual fundraising events.

Health Data for Calhoun County

Calhoun County ranks among the highest of Counties in the State of Florida for serious health concerns: heart disease, diabetes, obesity, and teen pregnancy. These all contribute to increases in mandatory County expenditures for Medicaid.

Inmate Data

In addition, previous plans for improvements to jail infrastructure have been suspended. Alternative procedures to deal with the crisis in the housing of inmates in Calhoun County have been addressed as the cost of a new jail and the related operating costs cannot be absorbed by the County. Female inmates continue to be housed outside the County at a cost in excess of \$ 250,000 in FY 17/18. Medical care expenditures for inmates are uncontrollable and continue to increase, FY 17/18 costs exceeded \$96,000. The County purchases coverage to help control the cost of inmate medical care; however, the cost of this coverage increases substantially as claims increase.

If this waiver is not granted, some or all of these services may be negatively impacted.

Additional Loss Revenue

According to the CLJNews, a news source for Liberty and Calhoun County, ..." Hurricane Michael didn't just destroy homes, disrupt schools and shut down businesses while bringing our daily lives to a halt; it also forced the cancellation of a series of annual holiday events for the Calhoun and Liberty County communities, including several important fundraisers."

Fund Balances and Reserve Funds

The County's fund balances and reserves, as of September 30, 2017 (Audited) and September 30, 2018 (Unaudited), are as follows in Table 2:

Table 2 – Calhoun County General Fund

Table 2 Calhoun County General Fund		
	FYE 9/30/17 (Audited)	FYE 9/30/18 (Unaudited)
General Fund:		
General Fund - Unassigned	6,443,498	6,380,649
General Fund - Committed	102,376	118,142
General Fund - Nonspendable	98,350	101,082
Total General Fund	6,644,224	6,599,873
Restricted:		
CTTF-1 (County Transportation Trust Fund)	1,083,054	1,005,768
CTTF-2 (County Transportation Trust Fund)	143,978	323,062
Domestic Violence	18,490	20,158
Boating Improvement	19,618	24,096
Police Education Trust Fund	3,705	3,437
Radio Communication	4,623	4,764
Library	230,003	208,218
Recycling / Waste Management	81,381	62,793
Crime Prevention	23,722	17,439
Industrial Development Authority	179,887	143,250
Courthouse Fac. (Ord 06-04)	52,909	29,801
Teen Court	16,755	15,813
Voter Education	311	241
Modernization of Public Records	6,189	10,135
Court-Related Technology	3,444	0
Emergency 911 Operations	127,387	149,882
Investigative Resource	138,982	124,334
Sheriff – Other Special Revenue Fund	5,931	4,399
Inmate Welfare	60,268	61,983
Total Restricted Fund Balance	2,200,637	2,209,573
Committed:		
Old Courthouse Restoration	70,755	67,505

Funds have been withdrawn for operations from the general fund. See Exhibit xxx, the Fiscal Year 2018-2019 Adopted Budget, for summary totals on pages 2 and 12 for general fund revenues and expenditures.

To view online:

<http://www.calhounclerk.com/Resources/documents/CalhounCoAdoptedBudget18-19ver2018-09-24.pdf>

Prior Disaster Awards

Details from FEMA Disaster Declarations (January 2015 – December 2018) excluding DR-4399:

Calhoun County received Public Assistance (PA) from DR- 4337, Hurricane Irma, Incident period: 9/4/17 – 10/18/17 - declaration date: 9/10/17.

From Hurricane Irma, 90-day estimate details from Florida Division Emergency Management (FDEM), Hazard Mitigation Grant Program Notice of Funding Availability letter, 2/5/18, Calhoun County was not allocated an award funding amount for HMGP projects in Tier 1.

The impact on the County was minimal from this hurricane.

There was no waiver granted within the last two years. The last time a waiver was granted for Calhoun County was the Spring of 2014.

Annual Financial Statements and Budget Summary

See attached documentation.

- Exhibit xxx – Annual Financial Report for the year ended September 30, 2017.

To view online:

<http://www.calhounclerk.com/Resources/documents/2017calhouncountyauditreport.pdf>

- Exhibit xxx – Fiscal Year 2018-2019 Adopted Budget – all funds, revenues, and expenditures.

To view online:

<http://www.calhounclerk.com/Resources/documents/CalhounCoAdoptedBudget18-19ver2018-09-24.pdf>

State Emergency Management Mutual Aid Agreement

Calhoun County is a signee of the State Emergency Management Mutual Aid Agreement.

Calhoun County Local Mitigation Strategy (LMS)

Calhoun County is in compliance with the Florida Division of Emergency Management (FDEM) and FEMA in the status of their LMS Plan. According to FDEM, the plan doesn't

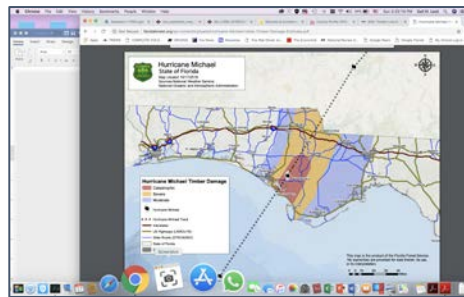
expire until 6/1/2020. In addition, the County is current with the annual 27P-22 report that is due on an annual basis to FDEM.

Additional Details to Support Request

- Calhoun County is a small rural county with a population of approximately 15,093, of which nearly 10.8% are inmates. We have a correspondingly small tax base, as the County has no coastline, no four-lane highways, no railroad, no state parks, and there are no condominiums.
- The County is approximately 574 square miles or 367,360 acres (567 square miles - land and 7 square miles - water). During a “preliminary study” the affects from Hurricane Michael “estimates only visual and aerial imaging” by the Florida Forest Service for Calhoun County’s forested area, the damage was approximately 88.10% (150,983 acres) categorized as “catastrophic” and 88.10% (172,828 acres) was categorized as “severe”.

See Figure 1 to view the path from Hurricane Michael as it passes through Calhoun County.

Figure 1 – Florida Forest Service – Hurricane Michael



Source: Florida Forest Service, Initial Value Estimate of Altered, Damaged or Destroyed Timber in Florida, 10/19/18

The study also noted details about potential additional costs or loss of value for immediate and direct impacts of Hurricane Michael on timber resources in Florida. And previous experience and technical forestry knowledge indicates that there will also be additional indirect and long-term impacts and value losses associated with Hurricane Michael.

Listed below are just of few of the additional future potential costs and impacts to the forest landowners and forest industry in Calhoun County Florida:

- Significant debris removal costs for timber that cannot be salvaged.
- Reforestation costs that could be as high as 240 million dollars on pine stands alone in the catastrophic and severe damaged areas.
- Loss of additional timber because of pine beetle outbreaks or wind damage and reduced value of remaining timber because of poor form and wind sweep.
- Significantly increased threat and cost to suppress wildfires in areas with upwards to 100 tons per acre of forest fuels on the ground.
- Potential loss or the reduction of jobs and forest industry in the heavily impacted area because of a loss of forest products for an estimated 15 to 20 years into the future.

Article from WFSU News, October 19, 2018

According to the Agriculture Commissioner Adam Putnam calls the damage to timber in the Panhandle a “catastrophic loss.” To residents of Northwest Florida counties where the timber industry is crucial, that loss has some feeling uneasy.

Steve Bailey lives in Calhoun County. A lifelong resident of the region, Bailey is also a former Blountstown City Council member.

"Eighty percent of our income around here is timber-driven. Whether logging for the mills or chipping for fuel," Bailey said, on a break between helping to feed Blountstown residents without power Thursday. "They're talking about pulling the mills out now, because for the next 30 years they will have no wood here. There's not a planted pine in probably about 50 miles from here that's not laying over."

Bailey says he already knows of timber workers in the area eyeing a move – and some have already left.

Article from the Insurance Journal, January 2, 2019

Calhoun is one of seven classified as very dependent with more than 10 percent of total employment involved in the timber industry.

Lumber mills – there are three large-scale operations in Liberty and neighboring Calhoun counties – are inundated with whatever wood can be salvaged. If the wood is damaged in any way, it loses its market value nearly instantly.

Mills in areas hit hard, like in Panama City Beach, Hosford and Blountstown, may not be in operation until the spring or may already be saturated with wood salvaged immediately after the storm, Findley said. That forces people to try and find other places to take their trees in the hopes of salvaging what they still have. It's a harsh reality for people who may have been banking on their timber for retirement or family investment.

Pine reforestation in Florida could cost upwards of \$240 million and result in job loss for 15 to 20 years down the road.

*This will have a **significant financial impact** on Calhoun County's future not only for the County residents and employment but with less tax revenue collected.*

- Calhoun County is a **“Fiscally-Constrained County”** as defined in Florida Statute 218.67. Calhoun County meets both criteria in the F.S. definition. The term “fiscally constrained county” is defined as a county within a rural area of opportunity for each county for which the value of one mill will raise no more than \$5 million annually. Calhoun County's assessed millage for FY 2018-2019 is 9.9 mills which is anticipated to only generate \$4.06 million.
- According to the DEO, Rural Economic Development Initiative (REDI) Calhoun County qualifies for waiver or reduction of match and assistance from REDI agencies and organizations as defined in s. 288.0656(6)(b).

Per s 288.0656(7)(a), F.S., REDI may recommend to the Governor up to three rural areas of opportunity. The Governor may by executive order designate up to three rural areas of opportunity which will establish these areas as prior assignments for REDI as well as to allow the Governor, acting through REDI, to waive criteria, requirements, or similar provisions of any economic development incentive.

Per s.288.0656(7)(c) All state agencies and departments shall use all available tools and resources to the extent permissible by law to promote the creation and development of each catalyst project and the development of catalyst sites.

- **Calhoun County is designated as a Rural Area of Opportunity, and**
- **An Economically Distress Rural County.**
- Calhoun County was awarded grant funds through the Hazard Mitigation Grant Program (HMGP). These HMGP grants require a County match of 25%, for a total match of \$166,599. Most of this match is anticipated to be paid during FY 18/19.
- The match on DR-4399 will be in excess of \$xxxx million, which would place a severe financial hardship on Calhoun County. Calhoun County requests your special consideration based on our small size, limited ability to raise revenues, and the risk that requiring us to meet such a match would result in a state of financial emergency.
- **Cash flow** will be a critical issue facing Calhoun County as the work progresses on the DR 4399 projects. Calhoun County has limited working capital to fund FEMA, other cost reimbursement grants, payroll and normal operating expenses.
- Property Assessments will likely go down as there will be loss of jobs from timber and that means fuel sales will drop.

Other Disasters in 2018

According to the NOAA, National Climatic Data Center, Calhoun County did not experience any critical hazard event in 2018 (*excluding Hurricane Michael*), therefore, there were no significant revenue losses from another disaster during the time period.

Demographic Data (i.e. Population, Poverty, and Unemployment)

The population, poverty and unemployment data are referenced in Table 3.

Table 3 – Demographics Calhoun County	
Population, Estimates 2018	
Calhoun County	15093
City of Blountstown	2498
Town of Altha	565
Unincorporated	12030
Percent of Poverty, 2017	
All ages in poverty	21.1%
Under age 18 in poverty	30.2%
Ages 5 – 17 in families in poverty	28.2%
Unemployment Rate	
Unemployment – 2017	4.9%

Source: Florida Legislature, Office of Economic and Demographic Research,
December 2018

If you should have any questions or need further information, please contact me at or (850) 674-4545. Thank for your consideration in this matter.

Sincerely,

Gene Bailey
Chairman

Attachments

Cc: Board of County Commissioners
Adam Johnson, Interim Emergency Management Director
Carla A. Hand, Clerk of Court

**MODIFICATION # _____ TO SUBGRANT AGREEMENT
BETWEEN THE DIVISION OF EMERGENCY
MANAGEMENT AND**

This Modification is made and entered into by and between the State of Florida, Division of Emergency Management ("the Division"), and _____ ("Sub-Recipient"), to modify Contract Number _____, which began on _____ ("the Agreement").

WHEREAS, the Division and the Sub-Recipient have entered into the Agreement, pursuant to which the Division has provided a Subgrant to Sub-Recipient under the public assistance program of _____ in funds; and,

WHEREAS, the Division and Sub-Recipient desire to modify the Agreement by increasing the Federal funding _____ under the Agreement.

WHEREAS, the Division and the Sub-Recipient desire to modify the Scope of Work.

WHEREFORE, in consideration of the mutual promises of the parties contained herein, the parties agree as follows:

1. The Agreement is hereby amended to increase the Federal funding by _____ and the State share by _____ for the maximum amount payable under the Agreement to _____.
2. The Scope of Work, Attachment A to the Agreement, is hereby modified as set forth in the _____ Revised Attachment A to this Modification, a copy of which is attached hereto and incorporated herein by reference.
3. All provisions of the Agreement being modified and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform with this Modification, effective as of the date of the last execution of this Modification by both parties.
4. All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Modification as of the dates set out below.

SUB-RECIPIENT: _____

By: _____

Name and Title: _____

Date: _____

DIVISION OF EMERGENCY MANAGEMENT

By: _____

Name and Title: **Michael Kennett, Deputy Director**

Date: _____

Attachment A - 2nd Revision

Budget and Project List

Budget:

The Budget of this Agreement is initially determined by the amount of any Project Worksheet(s) (PW) that the Federal Emergency Management Administration (FEMA) has obligated for a Sub-Recipient at the time of execution. Subsequent PWs or revisions thereof will increase or decrease the Budget of this Agreement. The PW(s) that have been obligated are:

DR-4337			Sub-Recipient: Calhoun County								
PW #	Cat	Project Title	Federal Share	Fed %	State Share	State %	Local Share	Local %	Total Eligible Amount	POP Start Date	POP End Date
386	B	DR4337 Calhoune County Emergency Protectives	\$37,303.84	100.00%	\$0.00	0.00%	\$0.00	0.00%	\$37,303.84	9/04/2017	3/10/2018
930	A	DR4337 Calhoun County Debris Removal	\$5,983.64	75.00%	\$997.28	12.50%	\$997.27	12.50%	\$7,978.19	9/04/2017	3/10/2018
2084	A	CAT A 90% cost share	\$1,025.79	90.00%	\$56.99	5.00%	\$56.99	5.00%	\$1,139.77	9/04/2017	3/10/2018
Total:			\$44,313.27		\$1,054.27		\$1,054.26		\$46,421.80		

BOARD of COUNTY COMMISSIONERS

CALHOUN COUNTY, FLORIDA



MEMBERS

DANNY RAY WISE, DIST. NO. 1

EARL HUNT, DIST. NO. 2

JERAL HALL, DIST. NO. 3

SCOTT MONLYN, DIST. NO. 4

GENE BAILEY, DIST. NO. 5

February 20, 2019

To Whom It May Concern,

The Calhoun County Board of County Commissioners has leased land to the Tri-County Advisory Council at the address of 17680 Magnolia Church Road Altha, FL 32421 for a period of ninety-nine (99) years. The Tri-County Advisory Council owns the structures that are located on the property, and are responsible for the upkeep of these structures. The Calhoun County Board of County Commissioners believe the Tri County Ag Complex to be important to the wellbeing of our community, and are in favor of making the complex operational again for the enjoyment of not only our community but surrounding communities as well.

Sincerely,

Gene Bailey
BOCC Chairman



120 N HWY 71
P.O. Box 141
WEWAHITCHKA, FL 32465

WWW.SOUTHEASTERNCE.COM
PHONE: 850.639.3860
FAX: 888-703-8219

Alliance Road Resurfacing CEI Task Order
SCE Project No. 19-914-01
Calhoun County, Florida
Agreement For Professional Engineering Services
02/07/19

Southeastern Consulting Engineers, Inc., hereinafter called "SCE", and Calhoun County Board of County Commissioners, hereinafter called "Client", agree as follows:

I. Project Description

The subject project is proposed to resurface and construct a new roadway for a combined approximate 1.46 miles in Calhoun County, Florida. The project also includes drainage improvements consisting of cross drain and side drain installation with MES, sodding, signage, striping, and grading of existing ditches. SCE will assist the Client with construction engineering inspection services.

II. Scope of services and fees.

- A. Conduct a pre-construction meeting with the Client, and contractor.
- B. Prepare daily and weekly monitoring reports. Weekly reports to be submitted to the Client.
- C. Maintain contract folder to meet the Client's requirements.
- D. Observe construction operations on a daily basis when significant work is being performed (See Fee Estimate for CEI Inspector weekly man hour breakdown).
- E. Professional Engineer shall visit the site weekly.
- F. Meet with the Client's staff to resolve issues in the field as needed.
- G. Review contractor pay requests as submitted, mark up, and provide approval to the Client.
- H. Prepare change orders, completion certifications, and other necessary project documents as needed.
- I. Assist the Client in closing out the project to meet all requirements specified in the construction drawings.

The above referenced services provided by SCE will be performed for a total lump sum fee of **\$27,895.00**. SCE will proceed with the work upon receipt of the fully executed agreement. Services not described above that are to be performed by SCE will be additional and billed at our hourly rates. SCE will not proceed with additional services without prior authorization from the client. Additional services will be based on time spent to be billed at the following rates:

Senior Project Engineer	\$125/hr.	Project Administrator	\$105/hr.
Senior Inspector	\$55/hr.	Clerical	\$40/hr.

Inspector \$55/hr. Asphalt Plant Inspector \$55/hr.

III. Items not included.

- A. Items that are not included in the proposal may include, but are not limited to the following:
1. Geotechnical, surveying, landscape architecture, architecture, biological, and archeological services except as specified above.
 2. Meetings with homeowners associations and adjacent property owners.
 3. Request for services by the client that are not specifically described in the above services.
 4. Request from governmental agencies which requires services not described in the Scope of Services.
 5. Services associated with the permitting, design, and coordination of off-site utility extensions except as specifically described in the above task.
 6. Services associated with FEMA Floodplain mapping and permitting.
 7. Services required due to changes in codes and regulations that occur after the date of this proposal.
 8. Service required for an off-site turn lane design and permitting that may arise as a condition of traffic approval.
 9. FDEP and/or COE dredge and fill permitting except as indicated in the Scope of Services.
 10. Sewage treatment plants and sewage pumping stations.
 11. Consumptive Use/Well permitting with NFWFMD.
 12. As-built survey.
 13. Permitting fees. **(Client will be responsible for paying all permit fees directly to the permit authority at the time of submittal.)**

IV. ~~Reimbursables.~~

- A. ~~Reimbursable cost not included in the lump sum fee or hourly rate may include, but are not limited to the following out of pocket expenses which shall be charged at actual cost:~~
1. ~~Delivery cost.~~
 2. ~~Local travel not to exceed 42 cents per mile.~~
 3. ~~Permit fees.~~
 4. ~~Printing, plotting, and reproduction costs.~~
 5. ~~Material and supplies cost unique to the project.~~

V. Terms and Conditions.

- A. An invoice will be submitted monthly for work based on percent of tasks complete. Payment shall be received as specified in continuing services contract with Calhoun County. In the event any portion of an account remains unpaid 90 days after the billing, SCE may institute collection action and Client shall pay all costs of collection, including reasonable attorney's fees.

_____ Initials

- B. The proposed project may be contingent upon government approval. SCE cannot guarantee any approvals by the federal, state, or local agencies and is not responsible for their actions or consequences that may arise as a part of the project's review by government agencies.
- C. Either party may terminate this agreement by providing seven days written notice. The client shall pay SCE for work completed up to the date of termination. If a dispute arises out of or relates to this contract, or the breach thereof, and if said dispute cannot be settled through direct discussion between the parties, then the parties agree to first endeavor to settle the dispute in an amicable manner by mediation before having recourse to arbitration or a judicial forum.
- D. In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant and Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of the Consultant and Consultant's officers, directors, partners, employees, shareholders, owners and subconsultants shall not exceed the Consultant's total fee for services rendered on this Project. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.
- E. The Client shall, to the fullest extent permitted by law, indemnify and hold harmless SCE, its officers, directors, employees, agents and subconsultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of the services under this agreement, excepting only those damages, liabilities or costs attributed to the sole negligence or willful misconduct of SCE.
- F. Unless otherwise stated, SCE will have access to the site for activities necessary for the performance of the services. SCE will take reasonable precautions to minimize damage due to these activities, but has not included in the fee the cost of restoration of any resulting damage and will not be responsible for such costs.
- G. All opinions and conclusions of SCE, whether written or oral, and any plans, specifications or other documents and services provided by SCE are for the sole use and benefit of the client and are not to be provided to any other person or entity without the prior written consent of SCE. Nothing contained in this agreement shall create a contractual relationship with or a cause of action in favor of any third party against either SCE or Client. All documents produced by SCE under this agreement are instruments of SCE's professional service and shall remain the property of SCE and may not be used by the Client for any other purpose without the prior written consent of SCE.
- H. SCE agrees to attempt to maintain professional liability coverage in the amount of \$1,000,000 per claim and \$1,000,000 in the annual aggregate for the period of design and

_____ Initials

construction of the Project and for a period of three years following substantial completion, if such coverage is reasonably available at commercially affordable premiums. For the purposes of this Agreement, *reasonably available* shall mean that the Consultant can secure at least three premium quotes for comparable coverage by admitted,[1] A.M. Best Co.[2] A-rated carriers. *Commercially affordable* shall mean the rate per \$1000 of fees is no more than a multiple of three times the rate being paid for comparable coverage in place when this agreement was executed.

- I. SCE represents and warrants that it and its agents, staff and consultants employed by it are protected by worker’s compensation insurance and that SCE has such coverage under public liability and property damage insurance policies which SCE deems to be adequate and in line with other professional service firms currently practicing under similar conditions. Certificates for such policies of insurance shall be provided to client upon request in writing. Additional insurance, if requested in writing by client prior to commencement of services, will be obtained by SCE, if procurable, and charged to the client.

- J. This proposal shall be considered null and void if not signed by client and received by SCE within 30 days from the date of this letter.

We would appreciate the opportunity to provide these professional engineering services and are thankful for the opportunity to submit this proposal. Upon receiving the signed agreement, SCE will proceed with the project as proposed.

In witness whereof, this agreement is accepted on the date last written below, subject to the terms and conditions stated and the provisions set forth herein.

<u>Client:</u>	<u>Consultant:</u>
For: <u>Calhoun County BOCC</u>	<u>Southeastern Consulting Engineers, Inc.</u>
Address: <u>20859 Central Ave. East Rm. 130</u>	Address: <u>Post Office Box 141</u>
<u>Blountstown, FL 32424</u>	<u>Wewahitchka, FL 32465</u>
Signed:_____	Signed:_____
Printed Name: <u>Gene Bailey</u>	Typed Name: <u>Tyler Marsh, P.E.</u>
Title: <u>Calhoun County BOCC Chairman</u>	Title: <u>Vice President</u>
Date:_____	Date:_____

_____ Initials

SCE, INC. / AHE, INC.

PROJECT FEE PROPOSAL - CEI SERVICES

Alliance Road Resurfacing Project

FPID # 436666-1-54-01

2/6/2019

Construction Days = 90 Calendar Days

<u>CLASSIFICATION</u>	<u>MANHOURS</u>	<u>HOURLY RATE</u>	<u>COST (SCE)</u>	<u>COST (AHE)</u>
Senior Project Engineer AHE)	3	\$125		\$375
Project Administrator (SCE)	48	\$105	\$5,040	
Senior Inspector (SCE)	8	\$55	\$440	
Inspector (SCE)	360	\$55	\$19,800	
Clerical (SCE)	12	\$40	\$480	
Asphalt Plant Inspector (AHE)	32	\$55		\$1,760
Total Hours = 463		Cost by firm =	\$25,760	\$2,135
Testing by others:			\$0	
Inspector hours based on 30 hours per week		Total Cost =		\$27,895

RESOLUTION NO. 2019-04

A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF COUNTY ROAD 167 PAVED SHOULDERS PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, MAP-21, the Moving Ahead for Progress in the 21st Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system; and

WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the design and construction of CR 167 Paved Shoulders Project.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 19TH DAY OF FEBRUARY, 2019.

**Calhoun County
Board of County Commissioners**

Attest:

Gene Bailey, Chairman BCC

Carla Hand, Clerk BCC

RESOLUTION NO. 2019-05

A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF COUNTY ROAD 274 WEST OF SHELTON'S CORNER PAVED SHOULDERS PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, MAP-21, the Moving Ahead for Progress in the 21st Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system; and

WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the design and construction of the CR 274 West Paved Shoulders Project.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 19TH DAY OF FEBRUARY, 2019.

**Calhoun County
Board of County Commissioners**

Attest:

Gene Bailey, Chairman BCC

Carla Hand, Clerk BCC

RESOLUTION NO. 2019-06

A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF COUNTY ROAD 69A PAVED SHOULDERS PHASE IV PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, MAP-21, the Moving Ahead for Progress in the 21st Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system; and

WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the design and construction of 69A Paved Shoulders Phase IV Project.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 19TH DAY OF FEBRUARY, 2019.

Calhoun County
Board of County Commissioners

Attest:

Gene Bailey, Chairman BCC

Carla Hand, Clerk BCC

RESOLUTION NO. 2019-07

A RESOLUTION BY THE CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, TO SUPPORT CONSTRUCTION OF COUNTY ROAD 69A PAVED SHOULDERS PHASE IIIB PROJECT WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, walking helps meet the goals of Chapter 339.175 Florida Statutes – Metropolitan Planning Organization – to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

WHEREAS, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

WHEREAS, MAP-21, the Moving Ahead for Progress in the 21st Century Act (P.L. 112-141), was signed into law by President Obama on July 6, 2012, to address growing concerns about air quality, open space, and traffic congestions. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system; and

WHEREAS, this support is consistent with FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

NOW THEREFORE be it resolved by THE BOARD OF COUNTY COMMISSIONERS of Calhoun County, Florida that: they support the construction of 69A Paved Shoulders Phase III B Project.

PASSED AND DULY ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA ON THIS 19TH DAY OF FEBRUARY, 2019.

Calhoun County
Board of County Commissioners

Attest:

Gene Bailey, Chairman BCC

Carla Hand, Clerk BCC



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PRESIDENT
HENDRY

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IMMEDIATE PAST PRESIDENT
CHARLOTTE

VIRGINIA "GINGER" DELEGAL
EXECUTIVE DIRECTOR

February 1, 2019

The Honorable Carla Hand, Clerk of Courts/Comptroller
Calhoun County
20859 Central Ave. E., Rm. 130
Blountstown, FL 32424

2019 FEB -4 AM 11:52

Dear Honorable Hand:

RE: FAC Dues

After a year's worth of committee work on FAC's dues structure, the FAC membership approved a change to the dues structure of the organization at the Closing General Session of the 2018 Legislative Conference on November 30, 2018. The revised dues structure will begin to take effect with the FY2019/20 dues and will phase in over a five-year period.

Key highlights of the revised structure include:

1. Total dues revenue will increase, if at all, each year only by the annual change in the CPI-U, limited to a 3% increase.
2. Individual county dues will be recalibrated over a 5-year phase in so that the annual amount to be generated from dues is apportioned by county based upon population, utilizing University of Florida BEBR Population Estimates. Accordingly, some counties' dues amounts will increase as the dues structure moves forward to an actual population based model. A minimum dues amount and maximum dues amount will carry forward from the prior year's calculation and will increase each year at the rate of annual CPI-U escalation.

If you need further background on this dues revision, additional detailed information is attached for your reference.

For your county's budgeting purposes, the actual dues for FY2019/20 and the estimated dues for the following four years of the dues phase-in have been calculated (see following). Dues are payable as of the beginning of each FAC fiscal year (November 1). An invoice will be sent to you annually in September for the upcoming year's dues.

FY2019/20 Dues: \$2,163
FY2020/21 Estimated Dues: \$2,204
FY2021/22 Estimated Dues: \$2,246
FY2022/23 Estimated Dues: \$2,289
FY2023/24 Estimated Dues: \$2,332

Thank you for your continued support of the Association. Should you have any questions, please do not hesitate to contact me at the FAC office (850) 922-4300.

Sincerely,

Virginia "Ginger" Delegal
Executive Director

Attachment: FAC BOD Agenda Item #3-Recommendation Future FAC Dues Structure



**FAC Board of Directors Meeting
November 29, 2018**

**Agenda Item #3
FAC Dues Committee Recommendation on
Future FAC Dues Structure**

Executive Summary:

FAC Bylaws state that dues are to increase by a flat 4% per annum. However, the Board can waive the escalator for compelling statewide reasons. In the most recent 14-year history, the Board has only twice raised dues by 4%. The other 12 years, the Board has found a compelling statewide reason to waive the dues escalator completely seven times and partially five times (3% once and 2% four times).

The consistent waiver of the automatic escalator indicates that the Bylaws language does not reflect the current intent of the Board of Directors. As a result, the Executive Committee voted in February 2018 that a dues committee be formed. The Charge of the FAC Dues Committee was as follows:

Examine FAC's dues structure, particularly the automatic escalator, and make recommendations to the Executive Committee and the Board of Directors in time for any recommended final membership action no later than the close of Legislative Conference 2018.

The 2018 FAC Dues Committee met five times. During these meetings, the Committee reviewed:

- Dues history since 2000
- Current dues by county
- Dues at 11, 12, 13, 14 cents per capita by county, with and without minimums
2nd maximums
- Dues as a percentage of budget
- FAC Budget
- FAC reserve history
- FAC reserve policy
- Taxable value by county
- % change in population growth by county for past year
- Various scenarios to true-up the population base

The 2018 Dues Committee recommends a FAC Bylaws Amendment with the proposed FAC dues structure beginning FY2019/20 as follows:

(1) Increase projected dues revenue in total by an annual escalator (CPI-U), with the following caveats:

- a. Range: Dues increases would be limited by a range of 0% to 3% in aggregate.

- b. Waiver: The Board would reserve the right to suspend or modify this escalator on an annual basis.
- c. Minimum and Maximum Dues: Minimum and maximum dues would increase at the rate of annual escalation. Current minimum is \$2,123 and current maximum is \$119,440.

Benefits: Allows the Association to keep pace with inflation as dues comprise 40% of the underlying FAC revenue base. The Board would maintain control over dues, and could elect in any year, to override the CPI-U increase. CPI-U is a commonly known and used indicator of economic growth.

(2) Recalibrate base dues over a 5-year time horizon so that dues are apportioned by county based upon population, utilizing UF BEBR Population Estimates.

Benefits: Will result in a parity amongst counties based upon an objective measure of number of citizens (population) served. The population base of dues would then track the representation base of the FAC Board of Directors, whose seats are established by Florida Senate Districts (i.e., based on population) and track the process for weighted voting. Population also tends to not swing drastically from year to year, unlike taxable values (18 counties had larger than 8% swings in 2017).

The Executive Committee was presented with this detailed information on individual calls with the Executive Director on November 13 and 14, respectively. Additionally, the Executive Committee voted to recommend approval to the FAC Board of Directors.

Recommendation:

- (1) Entertain a motion approving the proposed FAC Dues Structure and the proposed FAC Bylaws Amendment for adoption by the full FAC membership at the closing session on Friday, November 30 at the 2018 FAC Legislative Conference.

Attachments:

- (1) 5-Year true up + 2.77% inflation scenario;
- (2) Proposed FAC Bylaws Amendment;
- (3) FAC Membership Notice dated November 15, 2018; and,
- (4) County-by-county spreadsheet if 4% escalator used.

Presented By:

Virginia "Ginger" Delegal
Executive Director