

**MINUTES OF THE  
BOARD OF COUNTY COMMISSIONERS  
BRADFORD COUNTY  
REGULAR SCHEDULED MEETING            9:30 A.M.  
WORKSHOP FOLLOWING – PUD’s  
MONDAY, APRIL 3, 2006**

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The Bradford County Board of County Commissioners convened in regular session on Monday, April 3, 2006, at 9:30 a.m. in the County Commissioners’ Meeting Room, 945 North Temple Avenue, Starke, Florida.

Present were: Commissioner Lewis, Commissioner Thomas, Chairman Hersey, Commissioner Cooper and Commissioner Chandler.

Also present were: Jim Crawford, County Manager; June Neats, Administrative Assistant; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Terry Brown, County Attorney; Winifred Holland, Health Department Director; Ron Lily, CEO Chamber of Commerce; Angela Macey, Community Development Director; Donny Wise, Solid Waste Director; Mark Crawford, Press; Sheriff Milner, Major Pearson, Brian Johns, Emergency Management Director; Nelson Green, Emergency Services Director; Percy Sullivan, Fire Chief; Jim Farrell, Finance Director; Nora Thompson, Zoning Director; Ed Rensberger, Environmental Health Director.

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(See Supplement File No. 04-03-06 for a copy of all documentation presented at this meeting.)

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**CALL TO ORDER**

Chairman Hersey called the meeting to order at 9:30 a.m.

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**INVOCATION / PLEDGE OF ALLEGIANCE**

Commissioner Cooper offered the Invocation and led the Pledge of Allegiance.

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**CONSENT AGENDA**

- a. Minutes from Regular Meeting of December 5, 2005
- b. Century Ambulance Renewal of COPCN-Acceptance of Check
- c. 2004-2005 Budget Amendment-Sheriff Milner
- d. Rural Area of Critical Economic Concern-Memorandum of Agreement
- e. Bradford Soil & Water Conservation District – Invoices

Chairman Hersey removed item “c” from the Consent Agenda.

*On Motion of Commissioner Lewis, Seconded by Commissioner Thomas, the Board unanimously approved [Consent Agenda](#) Items: a,b,d, and e.*

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**PUBLIC HEARINGS – ORDINANCES**

**--TO PROVIDE PROCEDURES FOR THE CLOSURE AND ABANDONMENT AND TRANSFER OF COUNTY ROADS:**

Mr. Brown read the title into record:

**“AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, CREATING CHAPTER 62, ARTICLE III, SECTIONS 62-37 THROUGH 62-39, TO PROVIDE PROCEDURES FOR THE CLOSURE AND ABANDONMENT AND TRANSFER OF ROADS OWNED BY BRADFORD COUNTY; PROVIDING DIRECTIONS TO THE CODIFIER; PROVIDING FOR SEVERABILITY AND PROVIDING AN EFFECTIVE DATE.”**

*On Motion of Commissioner Cooper, Seconded by Commissioner Thomas, the Board unanimously adopted the Ordinance as presented. (The Ordinance was assigned [No. 2006-11.](#))*

Mr. Albert Mize expressed his opposition to the ordinance as it is written.

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**RESOLUTIONS**

**--APPLICATION FOR ROAD CLOSURE FILING FEES:**

Chairman Hersey reported that the resolution is not ready for consideration.

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**REQUEST SUPPORT OF NATIONAL CEMETERY IN BRADFORD COUNTY—DEAN TRAYLOR:**

Mr. Dean Traylor approached the Commission and addressed the prospect of a site for a National Cemetery in Bradford County. He reviewed the 14 proposed sites that are being considered. Mr. Traylor asked the Commission to draft a letter to the V.A. in Washington, expressing opposition to Duval County being selected and requesting that a site in Bradford County be considered.

After brief discussion, there was Board consensus to authorize Mr. Crawford to prepare a letter for the Chairman’s signature.

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**DISCLOSURE OF RELATIONSHIP TO CDBG APPLICANTS – ANGELA MACEY:**

Ms. Macey asked the Commission, Clerk Norman and Mr. Brown to disclose any relationship to the list of CDBG applicants presented. (A copy of the list is located in the Community Development Office.)

There were no relationship disclosures presented.

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**BID RECOMMENDATIONS FOR S.H.I.P. REHAB – ANGELA MACEY:**

Ms. Macey reviewed the bid recommendations for SHIP Rehabilitation Loans.

*On Motion of Commissioner Lewis, Seconded by Commissioner Thomas, the Board unanimously approved [the Bid Recommendations](#) as presented.*

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**PRESENTATION BY ALACHUA COUNTY COALITION FOR THE HOMELESS AND HUNGRY – DR. THERESA HARRISON:**

Dr. Theresa Harrison, President of the Alachua County Coalition for the Homeless and Hungry, Inc., addressed the Commission. Dr. Harrison said that the State of Florida and the Federal Government have a variety of funding opportunities for both supportive services and housing services for the homeless and chronically homeless populations throughout the country. The Alachua County Coalition for the Homeless and Hungry has been designated by the State to serve not only Alachua County, but all of the counties within the D.C.F. District III. Counties that join the Coalition gain access to State and Federal funding sources to provide services within their county.

Dr. Harrison asked the Commission to draft a letter to the State Office of Homelessness expressing Bradford County’s willingness to join the Coalition.

Chairman Hersey said that it is his understanding that the County must appoint a representative. Dr. Harrison said that the representative would attend monthly meetings and workshops during the funding cycles.

Mr. Crawford recommended that Ms. Macey represent the County initially, at least for the first year, and then see if there is another agency or provider that could serve.

Ms. Macey said that she would be willing to serve.

*On Motion of Commissioner Cooper, Seconded by Commissioner Lewis, the Board unanimously agreed to join the [Coalition](#) and appoint Ms. Angela Macey as the County’s representative.*

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**INTRODUCTION OF NEW HEALTH DEPARTMENT M.D. – WINIFRED HOLLAND:**

Ms. Holland said that Rose Watts, the new Nurse Practitioner had a family emergency and was unable to attend. Ms. Holland introduced Dr. Eftim Adhami, a new physician who has joined the Health Department staff. He will be in Bradford County two and a half days per week and Union County two and a half days per week. Dr. Adhami will represent the County at statewide medical director’s meetings.

**PROCLAMATIONS:**

**--APRIL 3 – 9, NATIONAL PUBLIC HEALTH WEEK – RAISING HEALTHY KIDS – WINIFRED HOLLAND:**

Ms. Holland presented the proclamation for consideration. She announced that special events are scheduled for May and June to promote services provided by the Health Department.

*On Motion of Commissioner Thomas, Seconded by Commissioner Lewis, the Board unanimously proclaimed [April 3 through April 9, 2006, as Public Health Week.](#)*

**--CHILD ABUSE PREVENTION MONTH – KAREN WOULF:**

Sheri Sheppard presented the proclamation for consideration. She announced that pinwheels would be placed on the courthouse grounds on Wednesday beginning at 10:00 a.m.

*On Motion of Commissioner Cooper, Seconded by Commissioner Thomas, the Board unanimously proclaimed [April 2006 as Child Abuse Prevention Month.](#)*

**--APRIL 23 – 29, VOLUNTEER APPRECIATION WEEK – BRIAN JOHNS:**

Mr. Johns read the proclamation into record. He expressed his appreciation to all the volunteers who serve Bradford County.

*On Motion of Commissioner Chandler, Seconded by Commissioner Lewis, the Board unanimously proclaimed [April 23 through April 29, 2006, as Volunteer Appreciation Week.](#)*

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**REQUEST APPROVAL TO PURCHASE GARBAGE TRUCK – DONNY WISE:**

Mr. Wise explained the need for a new roll-off truck. He requested permission to purchase a new truck to replace the 1997 Peterbuilt, which is in need of extensive repairs. The state bid price for a 2007 Mack truck is \$112,464.20, fully equipped and ready to go. There are funds available in the budget to purchase the truck.

*On Motion of Commissioner Thomas, Seconded by Commissioner Lewis, the Board unanimously approved the purchase of the 2007 Mack truck as requested.*

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**REQUEST PERMISSION TO ADVERTISE TO CLOSE N.W. 75<sup>th</sup> AVE. – AL MIZE:**

Mr. Albert Mize approached the Commission and requested permission to advertise the closing of N.W. 75<sup>th</sup> Avenue. (The Property Appraiser's website was used to locate the road.) Mr. Mize presented [data](#) to support his position.

(04-03-06 Regular Meeting & Workshop (PUD))

After some discussion, Commissioner Cooper said that pursuant to the road closure procedure ordinance adopted earlier in the meeting, he would like all the data submitted to Mr. Crawford for review and recommendation. In this instance, a fee is not appropriate since a fee schedule has not been established. He would like the issue of how to turn traffic around that would be coming to the dead end created by closing the road addressed in the review and recommendation.

Discussion ensued.

*On Motion of Commissioner Cooper, Seconded by Commissioner Chandler, the Board voted 4-1, with Commissioner Lewis dissenting, to authorize the advertisement of a public hearing to consider the road closing and to direct the County Manager to review the petition and have a recommendation to present at the hearing.*

On the advice of Mr. Brown, the public hearing was set for May 1, 2006.

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**PAYMENT OF BILLS – COMMISSIONER COOPER:**

*On Motion of Commissioner Cooper, Seconded by Commissioner Lewis, the Board unanimously approved payment of the bills as reviewed.*

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**PUBLIC COMMENTS:**

None.

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**COUNTY ATTORNEY REPORTS – TERRY BROWN:**

None.

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**COUNTY MANAGER REPORTS – JIM CRAWFORD:**

- a. Graders / Road Dept. Equipment Under Lease or Purchase**
- b. Roadside Mowing System**

--At the last meeting he requested permission to purchase a roadside mowing system, which incited questions regarding current indebtedness for Road Department equipment. He has prepared a [memo](#) that lists the equipment that is under a lease/purchase agreement. Mr. Crawford briefly reviewed the memo.

A demo roadside mowing system is available through Ringpower for \$85,000.00. It is his opinion that this is a much-needed piece of equipment. One of the three banks that he received proposals from has set a 5% fixed rate, with four equal annual payments, with the first payment not due until November, 2006, which would not affect the current budget.

Discussion ensued which was not limited to but included, Road Department budget, the roadside mowing systems capabilities, warranty and personnel to operate.

*On Motion of Commissioner Lewis, Seconded by Commissioner Thomas, the Board unanimously approved the purchase of the mowing system as presented.*

**c. Portable Classrooms for VFD**

--Two of the Volunteer Fire Departments have expressed an interest in receiving one of the portable classrooms from the school board. T & T Movers will move the 25X30 buildings on the same day, under the same permit and set them up on our locations for \$2,450.00 each.

Commissioner Cooper asked if the moving costs would come out of the Volunteer Fire Department budget and who will own the buildings?

Mr. Crawford said that he would have to look into those two issues. Mr. Sullivan said that he believes he can juggle some funds in the VFD budget. The grants applied for did not go through; therefore, there are no matching funds to come up with.

*On Motion of Commissioner Lewis, Seconded by Commissioner Thomas, the Board unanimously approved to procure two of the portable buildings; associated costs to be kept as close to \$5,000.00 as possible, and with the County providing assistance in setting them up to help keep the cost down.*

**d. NW 84<sup>th</sup> Street Paving**

--N.W. 84<sup>th</sup> Street has been paved. The proposed \$45,000.00 project will come in under \$38,000.00. He will be presenting the invoice for approval at the next meeting.

**e. CR235 Change Order**

--Basic paving and widening are complete and there is approximately \$50,000.00 in remaining funds. Other improvements can be done while staying within the DOT budget. A change order is being drafted.

**f. FY 07-08 SCOP / SCRAP Projects**

--Received a request from DOT for the County's 2007-2008 list for SCOP and SCRAP projects. He would like to schedule a workshop before the April 20 meeting to discuss and establish a list. In the next couple of days, he will be providing a list of what has been done in the past and what has been scheduled, with his recommendation for the 07-08 allocations.

(The workshop was scheduled for 5:00 p.m. on April 20.)

**g. Michelle Everson – Grant Writer Contract Expired March 31, 2006**

--Asked for direction on the renewal of the Grant Writer contract, which expired March 31?

Prompted by inquiry of Commissioner Lewis, Mr. Crawford said that he does not feel that it has been very productive. This is no discredit to Ms. Everson. Other counties who have grant writers are full-time and within the county system. If a grant writer is not involved with the county on a daily basis, they cannot be successful.

There was consensus not to renew contract.

**h. Noise Ordinance**

--Mr. Brown has drafted a noise ordinance that they feel will work for Bradford County. The ordinance is a result of research and review of other ordinances. The Sheriff has reviewed it and has no objections. Mr. Crawford requested permission to advertise a public hearing to consider the ordinance for adoption.

*On Motion of Commissioner Cooper, Seconded by Commissioner Thomas, the Board unanimously approved to advertise the noise ordinance.*

**i. Proportionate Share Ordinance Instructions for Terry Brown**

--He has sent the ordinance to Mr. Brown for review. The state has mandated, under growth management, that the County will have in place a proportionate share ordinance on transportation by December 2006. When the ordinance is ready for advertisement, it will be brought to the Commission for review and permission to advertise.

**j. Temporary Road Closing CR18 for Culvert Replacement**

--APAC is working on the road. Most of the culverts have been installed with the exception of one very large culvert at the canal entrance to Hampton Lake. APAC has asked permission to close the road for three days. If the Board approves, he will advertise the closure for a time certain.

*On Motion of Commissioner Lewis, Seconded by Commissioner Thomas, the Board unanimously approved to advertise the closure of the road as presented.*

--TDC has requested approval of an expenditure of \$14,681.00 for carpet for the convention center. This is above his approval threshold and requires Commission approval. The carpet is being purchased from Teal, Tile & Carpet.

*On Motion of Commissioner Cooper, Seconded by Commissioner Chandler, the Board unanimously approved to contract with Teal, Tile & Carpet for \$14,681.00 for the convention center.*

Clerk Norman said that this expenditure is not coming out of the amount budgeted by the Commission for the remodel. However, it is still coming out of TDC funds.

Mr. Crawford said that they are getting close to reaching the limit of the amount budgeted for the project. Mr. Lily is preparing to come before the Commission with a report and probably a request for approval of expenditure of additional monies to finish the project.

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**CLERK REPORTS – RAY NORMAN:**

None.

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**COMMISSIONERS' COMMENTS:**

**Commissioner Chandler:**

--The trip to Tallahassee was a worthwhile venture. It is almost necessary for the Board to get involved in lobbying for additional funds and to keep current funding. It makes a difference to sit and talk with the legislators and to see and understand the process.

Commissioner Cooper and Chairman Hersey concurred.

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**CHAIRMAN'S COMMENTS – JOHN WAYNE HERSEY:**

--Reminded the Board that Congressman Stearns will be here Saturday @ 9:00 in the Commission meeting room.

--There is a safety issue regarding parking on the shoulder of the road at Santa Fe Boat Ramp. He met with Mr. Ed Montgomery with Rayonier, who is in the land development portion of Rayonier. Rayonier would be in favor of donating some property, providing that the County set it up as a park and recreation area, not just a parking lot. They have a design expert and the design will determine the number of acres they will donate. Rayonier requires a letter from the Commission expressing an interest.

Commissioner Thomas asked if Rayonier would sell some of the property to the County if it were just used for a parking lot. Chairman Hersey said that Mr. Montgomery's conversation was geared toward a park and recreation area.

Commissioner Chandler said that there are problems at all the boat ramps. The Board needs to consider the growth and development of the County. Research needs to be done to procure grant monies for parks and recreation in the unincorporated areas of the County.

*On Motion of Commissioner Lewis, Seconded by Commissioner Thomas, the Board unanimously agreed to move forward with a venture with Rayonier on the expansion of the grounds and facility for the Santa Fe Boat Ramp.*

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**ADJOURN**

There being no further business, the meeting adjourned at 11:08 a.m.

**WORKSHOP  
PUD 's**

The Bradford County Board of County Commissioners convened in workshop session on Monday, April 3, 2006, at 11:26 a.m. in the County Commissioners' Meeting Room, 945 North Temple Avenue, Starke, Florida.

Present were: Commissioner Lewis, Commissioner Thomas, Chairman Hersey, Commissioner Cooper and Commissioner Chandler.

Also present were: Jim Crawford, County Manager; June Neats, Administrative Assistant; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Enid Ehrbar, North Central Florida Regional Planning Council; Nora Thompson, Zoning Director; Brian Johns, Emergency Management Director; Nelson Green, Emergency Services Director; Percy Sullivan, Fire Chief; Ed Rensberger, Environmental Health Director.

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**CALL TO ORDER**

Chairman Hersey called the workshop to order at 11:26 a.m.

**PURPOSE OF WORKSHOP**

To discuss Planned Unit Developments (PUD's) and Urban Development Areas (UDA's).

**Urban Development Areas (UDA's):**

Ms. Thompson identified the County's Urban Development areas by map. A developer is interested in developing the property around Norman's Produce on HWY 301 North. The plans are to have 10 acres commercial and the remainder a residential medium density land use (four dwelling units per acre), which means the property must be located within the Urban Development area. The developer has already spoken to the City of Starke regarding the water and sewer and the City is willing to provide those services at a per house cost.

Ms. Ehrbar said that by expanding your urban development area you are making provisions for a land use that is going to be more intensive. You are not approving a site, you are not approving what someone is telling you they might want to build; you are making big picture decisions.

Discussion ensued which was not limited to but included expanding and/or shrinking the UDA, controlling the density within the UDA, DCA requirements, water and sewer provisions within medium density land use.

Mr. Crawford suggested forming a committee to review and make a recommendation to the Board.

There was additional discussion regarding the current UDA's and proposed changes.

Chairman Hersey asked Mr. Crawford to include the municipalities when forming the review committee.

There was some discussion regarding the proposed development in the area of Norman's Produce on HWY 301 North.

**Planned Unit Developments (PUD's):**

Discussion turned to proposed PUD language. Discussion was not limited to but included PUD acreage amounts; objectives, advantages and parameters of PUD's, and what may be considered within a PUD.

There was general consensus to make the minimum size parcel requirement for a PUD ten (10) acres.

Ms. Ehrbar said that they would make the change and get it advertised.

Chairman Hersey appointed a committee consisting of Ms. Ehrbar, Ms. Thompson, Mr. Crawford and Commissioner Cooper, whose task will be to review the County's LDR for possible amendments. Each Commissioner should advise the committee of any concerns or improvements they feel need to be made.

Commissioner Cooper suggested that the Commissioners communicate specific issues to Ms. Thompson within the next couple of weeks. The committee will put that information together and he will bring an update to the Board at the May 1<sup>st</sup> meeting. Over the next thirty (30) days, the Board can possibly undertake a review of the issues.

Commissioner Lewis asked how the Impact Fee Study is going. Mr. Crawford said that the deadline to get data to Dr. Nicholas is the 15<sup>th</sup> of this month. Dr. Nicholas advises that he can have a draft ordinance within five weeks after he receives the data.

**ADJOURN**

There being no further business, the workshop adjourned at 12:31

**BOARD OF COUNTY COMMISSIONERS  
BRADFORD COUNTY, FLORIDA**

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**JOHN WAYNE HERSEY, CHAIRMAN**

**ATTEST:** \_\_\_\_\_  
**RAY NORMAN, CLERK OF COURTS**

Minutes prepared by Marlene K. Stafford, Deputy Clerk