

**MINUTES OF THE
BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA
WORKSHOP 5:00 P.M.
REGULAR SCHEDULED MEETING 6:30 P.M.
THURSDAY, FEBRUARY 21, 2008**

**WORKSHOP
5:00 P.M.**

The Bradford County Board of County Commissioners convened in a workshop session on Thursday, February 21, 2008, at 5:00 p.m. in the County Commission Meeting Room, 945 North Temple Avenue, Starke, Florida.

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

Also present were: Brad Carter, County Manager; Sandra Harrell, Administrative Assistant, Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Percy Sullivan, Fire Chief; Donny Wise, Solid Waste Director; Jerome Kelley, County Engineer; Paul Funderburk, Road Department Superintendent; Phalbe Henriksen, Library Director; Nelson Green, Emergency Services Director; Brian Johns, Emergency Management Director; Mark Crawford, Press; Jim Farrell, Finance Director; Nora Thompson, Zoning Director; Gordon Smith, Chief of Police; Terry Brown, County Attorney and Capt. Zipperer.

(See Supplement File No. 02-21-08 for a copy of documentation presented at this meeting.)

CALL TO ORDER

Chairman Chandler called the workshop to order at 5:10 p.m.

DISCUSSION – MISCELLANEOUS ITEMS:

Mr. Carter addressed a few housekeeping issues:

--Due to a conflict with the Florida League of Cities meeting on March 20, he is proposing to consolidate the two County Commission meetings in March into one meeting on March 13 at 6:30 p.m.

After brief discussion, there was a consensus to combine both County Commission meetings for the month of March into one meeting on March 13th. (Subsequently, this meeting changed to March 11th.)

--Hayes Electric submitted an estimate of \$8,936.00 for electrical work needed at the Starke Solid Waste Collection Site. The electrical work ran into more than anticipated and to keep the project moving, he recommends Board approval of this change to the cost of the project. The project will still

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come in under budget. The Commission may take action during the regular meeting. Due to legitimate confusion, Mr. Hayes has purchased materials and has already started the work.

Chairman Chandler said to let for bid would delay the project, with no guarantee of any savings, and Mr. Hayes has already done some of the work.

--There is a need for a Change Order to the Crosby Lake Boat Ramp project. Soil borings revealed six to eight feet of muck that needs to be removed and rock put in its place. This will increase the total cost to \$80,967.00. This will leave about \$2,000.00 remaining in this fund, which is a slow accumulating fund and is strictly earmarked for this type of project.

Mr. Kelley addressed the soil borings and the geotechnical report that indicated the need for removal of the muck. He advised that other alternatives were reviewed in an attempt to reduce the cost.

There was some discussion.

DISCUSSION – BUDGET and PROJECTED BUDGET CUTS:

Mr. Carter reported that the Department of Revenue has estimated the loss in ad valorem revenues for Bradford County is approximately \$830,000.00 in the first year. There is also an anticipated loss of a state solid waste grant of \$277,000.00. This is a total revenue loss of approximately \$1,107,000.00.

Mr. Carter reviewed a [worksheet](#) delineating possible options for across the board and targeted budget cuts. The targeted cuts total \$652,000.00. This leaves a shortage of about \$465,000.00, which is slightly less than an additional 4% cut from all departments under the General Fund. The proposed cuts do not provide much, if any, funding for paving roads.

With the Board's approval, he would like to draft a memo for the Chairman's signature re-emphasizing conservation on such items as vehicles, travel, telephones, thermostats, etc.

Chairman Chandler said that the Commission would need to continue to look for other areas to cut.

There was discussion concerning other possible areas for cuts.

Commissioner Cooper said that what has not been included on the worksheet for discussion is the constitutional officers. The wiser management move is targeted cuts and not necessarily an across the board cut. Discussed today are year #1 cuts. It is projected that year #2 and year #3 could be worse. During budget time last year, he agreed to a one-half mill increase to continue funding paving of roads. When the people of the State of Florida have stated that they want to pay less property taxes, then he is not interested in leaving that increase on the table just to go toward general operations.

Chairman Chandler said that the SCOP and SCRAP programs are also in danger, which compromises the existing paved roads.

There was additional discussion concerning other possible budget cuts.

Chairman Chandler asked Mr. Carter and Clerk Norman to schedule another workshop before the next regular meeting.

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DISCUSSION – LAND DEVELOPMENT SUBDIVISION RULES AND APPEALS:

During Ms. Thompson’s presentation, she referenced [materials](#) included in the Commission packets. Ms. Thompson cited subdivision rules and regulations for Baker, Clay, and Columbia counties in comparison to Bradford County.

There was brief discussion.

Ms. Thompson then addressed the rules and regulations of the appeal process under the County’s Land Development Regulations.

Discussion ensued.

(Mr. Brown is to research the options and report to the Commission.)

Percy Sullivan said that the time is approaching for the need for a full-time fire department in the county. The required training for volunteer fire personnel has caused some to quit. In addition, he has plans to step down as fire chief and there will be a need for the appointment of a new chief.

ADJOURN

There being no further business, the workshop adjourned at 6:11 p.m.

**REGULAR MEETING
6:30 P.M.**

The Bradford County Board of County Commissioners convened in regular session on Thursday, February 21, 2008, at 6:30 p.m. in the County Commission Meeting Room, 945 North Temple Avenue, Starke, Florida.

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

Also present were: Brad Carter, County Manager; Sandra Harrell, Administrative Assistant, Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; D.Z. Griffis, Facility Maintenance Director; Phalbe Henriksen, Library Director; Nelson Green, Emergency Services Director; Tim Wilson, CED; Paul Funderburk, Road Superintendent; Brian Johns, Emergency Management Director; Nora Thompson, Zoning Director; Terry Brown, County Attorney; Jim Farrell, Finance Director; Donny Wise, Solid Waste Director; Capt. Zipperer; and Mark Crawford, Press.

(See Supplement File No. 02-21-08 for a copy of documentation presented at this meeting.)

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INVOCATION / PLEDGE OF ALLEGIANCE

Clerk Norman offered the Invocation and led the Pledge of Allegiance.

CALL TO ORDER

Chairman Chandler called the meeting to order at 6:35 p.m.

PUBLIC HEARINGS

ENACTMENT OF ORDINANCES

Commissioner Cooper asked if there has been any further discussion concerning changing any of the impact fee amounts.

Clerk Norman expressed a concern about the low amounts charged under some of the categories. The law states that funds collected must be expended within 5 years of the collection date. If they are not, the monies collected, plus interest, are to be refunded. Due to the low amount being charged, some categories will not accumulate very much money. There is a separate account for each category. Ms. Thompson has a total of what has been collected since October. Based on that, the Commission may wish to make some changes, especially with the decrease of new construction.

This spurred discussion.

Mr. Brown advised that the impact fee can be reduced in each of the categories down to zero and increased in each category up to the maximum amount justified by the impact fee study.

Ms. Thompson reported the amounts collected in each category since October 1, 2007, on the residential side. She advised the amendments before the Commission relate to the commercial side of the impact fees.

Commissioner Cooper recommended moving forward with these amendments, and for Ms. Thompson, Mr. Carter, and Clerk Norman to examine the various categories and make a recommendation concerning any changes to the amounts.

(A copy of the following ordinances is on file in the Office of the Clerk.)

--AMENDING ORDINANCE NO. 2007-15, SECTION 59-7, DIVISION 1, SCHEDULE 2, BRADFORD COUNTY CODE CONCERNING COMPUTATION OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR ROADS – TERRY BROWN:

Mr. Thompson read the title into the record:

“AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, AMENDING ORDINANCE 2007-15, SECTION 59-7, DIVISION 1, SCHEDULE 2, BRADFORD COUNTY CODE, COMPUTATION OF THE AMOUNT OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR ROADS; PROVIDING FOR REPEAL OF ORDINANCES INCONSISTENT WITH THIS ARTICLE; DIRECTIONS TO THE CODIFIER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

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On Motion of Commissioner Lewis, Seconded by Commissioner Cooper, the Board unanimously adopted the Ordinance Amending Ordinance No. 2007-15, Section 59-7, Division 1, Schedule 2, of the Bradford County Code. (The Ordinance was assigned No. 2008-04.)

--AMENDING ORDINANCE NO. 2007-16, SECTION 59-37, DIVISION 1, SCHEDULE 2, BRADFORD COUNTY CODE CONCERNING COMPUTATION OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR FIRE PROTECTION SERVICES – TERRY BROWN:

Mr. Thompson read the title into the record:

“AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, AMENDING ORDINANCE 2007-16, SECTION 59-37, DIVISION 2, SCHEDULE 2, BRADFORD COUNTY CODE, COMPUTATION OF THE AMOUNT OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR FIRE PROTECTION SERVICES; PROVIDING FOR REPEAL OF ORDINANCES INCONSISTENT WITH THIS ARTICLE; DIRECTIONS TO THE CODIFIER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

On Motion of Commissioner Hersey, Seconded by Commissioner Thomas, the Board unanimously adopted the Ordinance Amending Ordinance No. 2007-16, Section 59-37, Division 2, Schedule 2, of the Bradford County Code. (The Ordinance was assigned No. 2008-05.)

--AMENDING ORDINANCE NO. 2007-17, SECTION 59-67, DIVISION 3, SCHEDULE 2, BRADFORD COUNTY CODE CONCERNING COMPUTATION OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR LAW ENFORCEMENT – TERRY BROWN:

Ms. Thompson read the title into the record:

“AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, AMENDING ORDINANCE 2007-17, SECTION 59-67, DIVISION 3, SCHEDULE 2, BRADFORD COUNTY CODE, COMPUTATION OF THE AMOUNT OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR LAW ENFORCEMENT; PROVIDING FOR REPEAL OF ORDINANCES INCONSISTENT WITH THIS ARTICLE; DIRECTIONS TO THE CODIFIER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

On Motion of Commissioner Lewis, Seconded by Commissioner Cooper, the Board unanimously adopted the Ordinance Amending Ordinance No. 2007-17, Section 59-67, Division 3, Schedule 2, of the Bradford County Code. (The Ordinance was assigned No. 2008-06.)

--AMENDING ORDINANCE NO. 2007-18, SECTION 59-97, DIVISION 4, SCHEDULE 2, BRADFORD COUNTY CODE CONCERNING COMPUTATION OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS TO PARKS – TERRY BROWN:

Ms. Thompson read the title into the record:

“AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, AMENDING ORDINANCE 2007-18, SECTION 59-97, DIVISION 4, SCHEDULE 2, BRADFORD COUNTY CODE, COMPUTATION OF THE AMOUNT OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS TO PARKS; PROVIDING FOR REPEAL OF ORDINANCES INCONSISTENT WITH THIS ARTICLE; DIRECTIONS TO THE CODIFIER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

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On Motion of Commissioner Cooper, Seconded by Commissioner Lewis, the Board unanimously adopted the Ordinance Amending Ordinance No. 2007-18, Section 59-97, Division 4, Schedule 2, of the Bradford County Code. (The Ordinance was assigned No. 2008-07.)

--AMENDING ORDINANCE NO. 2007-19, SECTION 59-127, DIVISION 5, SCHEDULE 2, BRADFORD COUNTY CODE CONCERNING COMPUTATION OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR PUBLIC BUILDINGS – TERRY BROWN:

Ms. Thompson read the title into the record:

“AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, AMENDING ORDINANCE 2007-19, SECTION 59-127, DIVISION 5, SCHEDULE 2, BRADFORD COUNTY CODE, COMPUTATION OF THE AMOUNT OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR PUBLIC BUILDINGS; PROVIDING FOR REPEAL OF ORDINANCES INCONSISTENT WITH THIS ARTICLE; DIRECTIONS TO THE CODIFIER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

On Motion of Commissioner Hersey, Seconded by Commissioner Cooper, the Board unanimously adopted the Ordinance Amending Ordinance No. 2007-19, Section 59-127, Division 5, Schedule 2, of the Bradford County Code. (The Ordinance was assigned No. 2008-08.)

--AMENDING ORDINANCE NO. 2007-20, SECTION 59-157, DIVISION 6, SCHEDULE 2, BRADFORD COUNTY CODE CONCERNING COMPUTATION OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR EMERGENCY MEDICAL SERVICES – TERRY BROWN:

Ms. Thompson read the title into the record:

“AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, AMENDING ORDINANCE 2007-20, SECTION 59-157, DIVISION 6, SCHEDULE 2, BRADFORD COUNTY CODE, COMPUTATION OF THE AMOUNT OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS FOR BRADFORD COUNTY EMERGENCY MEDICAL SERVICES; PROVIDING FOR REPEAL OF ORDINANCES INCONSISTENT WITH THIS ARTICLE; DIRECTIONS TO THE CODIFIER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

On Motion of Commissioner Lewis, Seconded by Commissioner Thomas, the Board unanimously adopted the Ordinance Amending Ordinance No. 2007-20, Section 59-157, Division 6, Schedule 2, of the Bradford County Code. (The Ordinance was assigned No. 2008-09.)

--AMENDING ORDINANCE NO. 2007-21, SECTION 59-187, DIVISION 7, SCHEDULE 2, BRADFORD COUNTY CODE CONCERNING COMPUTATION OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS TO LIBRARY FACILITIES – TERRY BROWN:

Ms. Thompson read the title into the record:

“AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, AMENDING ORDINANCE 2007-21, SECTION 59-187, DIVISION 7, SCHEDULE 2, BRADFORD COUNTY CODE, COMPUTATION OF THE AMOUNT OF IMPACT FEES TO PROVIDE CAPITAL IMPROVEMENTS TO LIBRARY FACILITIES; PROVIDING FOR REPEAL OF ORDINANCES INCONSISTENT WITH THIS ARTICLE; DIRECTIONS TO THE CODIFIER; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.”

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On Motion of Commissioner Cooper, Seconded by Commissioner Thomas, the Board unanimously adopted the Ordinance Amending Ordinance No. 2007-21, Section 59-187, Division 7, Schedule 2, of the Bradford County Code. (The Ordinance was assigned No. 2008-10.)

RESOLUTIONS

--MEMORANDUM OF AGREEMENT WITH FDOT – TERRY BROWN:

Mr. Carter read the title into the record:

“A RESOLUTION APPROVING THE EXECUTION OF A MEMORANDUM OF AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR NEW ROAD CONSTRUCTION FOR SE 144TH AVENUE FROM CSX R/R TO US 301.”

On Motion of Commissioner Lewis, Seconded by Commissioner Cooper, the Board unanimously adopted the Resolution as presented. (The [Resolution was assigned No. 08-04.](#))

--ISSUANCE OF HEALTH FACILITIES REVENUE NOTES – TERRY BROWN:

Mr. Carter read the title into the record:

“A RESOLUTION APPROVING THE ISSUANCE BY THE ALACHUA COUNTY HEALTH FACILITIES AUTHORITY OF ITS HEALTH FACILITIES REVENUE NOTES, IN ONE OR MORE SERIES (MERIDIAN BEHAVIORAL HEALTHCARE, INC. PROJECT) IN A COLLECTIVE AGGREGATE PRINCIPAL; AMOUNT NOT TO EXCEED \$7,000,000 TO FUND A LOAN TO MERIDIAN BEHAVIORAL HEALTHCARE, INC.; AND PROVIDING AN EFFECTIVE DATE.”

In response to Commissioner Cooper, Mr. Brown concurred that the resolution does not obligate the Board in any way; it is just a process they have to go through in order to secure the bond.

On Motion of Commissioner Cooper, Seconded by Commissioner Lewis, the Board unanimously adopted the Resolution as presented. (The [Resolution was assigned No. 08-05.](#))

--DISASTER HOUSING PLAN – BRIAN JOHNS:

Mr. Carter read the title into record:

“A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA, ADOPTING THE BRADFORD COUNTY DISASTER HOUSING PLAN AND ESTABLISHING PROCEDURES FOR WAIVER OF FEES FOR TEMPORARY HOUSING ESTABLISHED BY THE STATE OF FLORIDA AND FEDERAL EMERGENCY MANAGEMENT AGENCY.”

On Motion of Commissioner Thomas, Seconded by Commissioner Cooper, the Board unanimously adopted the resolution as presented. (The [Resolution was assigned No. 08-06.](#))

CONSENT AGENDA

A. 9-1-1 GRANT APPLICATIONS

B. AGREEMENT WITH FLORIDA WORKS GREEN RIDE TO FACILITATE RIDE SHARING OR CARPOOLING

There was brief discussion concerning the 9-1-1 Grant Applications. (The grant applications are on file in the Office of Emergency Medical Services.)

On Motion of Commissioner Lewis, Seconded by Commissioner Cooper, the Board unanimously adopted the [Consent Agenda](#) in its entirety.

AMERICORPS/VISTA INTRODUCTION AND INVITATION TO BRADFORD LITERACY SUMMIT 2008 AT BRADFORD COUNTY PUBLIC LIBRARY FEBRUARY 29, 2008 AT 12:00 P.M. – KATHY STILL:

Ms. Still referred to an [information packet](#) supplied to the Commission. The Santa Fe Community College Andrews Center began an Americorps/Vista Project to work on literacy in Bradford County. She is serving as the Bradford County Americorps volunteer. Ms. Still reviewed the goals they hope to accomplish through the program.

Ms. Still invited the Commission and staff to attend the Literacy Summit on February 29 at 12:00 p.m. at the library. At 11:00 a.m., a representative from an educational software company will conduct a presentation. The software is currently used by Clay County for FCAT, GED and general math, reading and language skills. The software company is providing lunch.

Ms. Henriksen asked everyone to RSVP to assist in planning the meal.

Commissioner Lewis thanked Ms. Still for accepting the volunteer position.

PAYMENT OF BILLS – COMMISSIONER THOMAS:

On Motion of Commissioner Thomas, Seconded by Commissioner Hersey, the Board unanimously approved payment of the bills as reviewed.

(A list of the bills is on file in the Finance Department of the Office of the Clerk.)

PUBLIC COMMENTS:

Mr. Jerry Kahn, 9418 SE 51st Loop – License Fee for Dogs:

--Suggested the County start requiring licenses for dogs and charging a fee to assist with all the financial problems caused by tax cuts.

COUNTY ATTORNEY REPORTS – TERRY BROWN: None.

COUNTY MANAGER REPORTS – BRAD CARTER:

--Presented a proposal for a change order to the Starke Collection Site Project for unanticipated electrical work. The proposal is from Hayes Electric for \$8,936.00.

On Motion of Commissioner Lewis, Seconded by Commissioner Thomas, the Board unanimously approved the Change Order as presented.

--Presented [Change Order No. 1](#) to the Crosby Lake Boat Ramp Project for an increase of \$21,025.00, bringing the total of the project to \$80,967.00. The change order is a result of the discovery of and cost of removal of 5-7 feet of muck below the new ramp.

There was brief discussion.

On Motion of Commissioner Lewis, Seconded by Commissioner Thomas, the Board unanimously approved the change order as presented.

CLERK REPORTS – RAY NORMAN: None.

COMMISSIONER'S COMMENTS:

Commissioner Lewis commented on the following:

--Expressed his approval to the New River Solid Waste Association Board members for electing to let an RFB for engineering services.

Commissioner Hersey commented on the following:

--Asked Mr. Carter to find out where DOT stands with reference to a decreased speed limit on SR100 in front of Hope Baptist Church.

D.Z. Griffis reported that he called DOT last week and they have a work order to place speed limit signs reducing the limit to 45mph. In order to get caution lights, either the church or the school would have to pay for the construction of turning lanes, lights, and the maintenance.

Mr. Green advised that a request was sent to DOT by the Community Traffic Safety Team some time back and has been brought up at the last two meetings of the Community Traffic Safety Team.

This spurred brief discussion.

CHAIRMAN COMMENTS – ROSS CHANDLER:

--He received a letter from the State Department of Children and Families regarding financing for construction/retrofit of housing for the frail elderly, the homeless, persons with disabilities and youth aging out of foster care. The State will fund \$13 million and another \$75 million is to be provided. The letter encourages the Commission to request some of the housing for Bradford County.

There was a consensus for Ms. Macey to look further into the program.

--There is about a \$700,000.00 balance remaining on the road-paving loan. It is going to take approximately 2.5 years to pay it off. This loan needs to be paid off before there is any consideration for refinancing back up to \$2 million.

--There will be another workshop before the March mid-month meeting. The Board agreed in principle to consolidate the March meetings into one mid-month meeting to be held on Thursday, March 13.

There being a conflict with March 13, discussion ensued regarding when to re-schedule the mid-month meeting.

On Motion of Commissioner Cooper, Seconded by Commissioner Lewis, the Board unanimously approved to consolidate both March meetings into one meeting with date certain being at the discretion of the Chairman.

ADJOURN

There being no further business, the meeting adjourned at 7:23 p.m.

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

ROSS CHANDLER, CHAIRMAN

ATTEST: _____
RAY NORMAN, CLERK OF COURTS

Minutes prepared by Marlene Stafford, Deputy Clerk