

**MINUTES OF  
BOARD OF COUNTY COMMISSIONERS  
BRADFORD COUNTY, FLORIDA  
REGULAR SCHEDULED MEETING                      6:30 P.M.  
THURSDAY, DECEMBER 19, 2013**

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The Bradford County Board of County Commissioners convened in a regular meeting on Thursday, December 19, 2013, at 6:30 p.m. in the County Commission Chambers at 945 North Temple Avenue, Starke, Florida.

**PRESENT:** Chairman Riddick, Commissioner Sellars, Commissioner Chandler, Commissioner Thomas, and Commissioner Lewis.

**ALSO PRESENT:** Brad Carter, County Manager; Rachel Rhoden, Deputy County Manager; Will Sexton, County Attorney; Marlene Stafford, Deputy Clerk; Jim Farrell, Finance Director; Pam Whittle, Chamber President; Jerome Kelly, County Engineer; Randy Andrews, Zoning Director; Mark Crawford, Press; Kelly Canady, Community Development Director; Martha Orthoefer, NCFRPC; Brian Johns, Emergency Management Director; Capt. Smith and Capt. Starling.

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**CALL TO ORDER:** Chairman Riddick called the meeting to order at 6: 31 p.m.

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Chairman Riddick recognized Mr. Andrews, who addressed the Commission regarding an item not on the agenda. Mr. Andrews advised that with the rising cost of flood insurance, himself, Brian Johns and Chip Ware are in the process of applying to make Bradford County a CRS (Community Rating System) community, which is part of the National Flood Insurance Program. Mr. Andrews explained how the CRS works and how becoming a CRS community would help reduce flood insurance premiums for those residents required to carry flood insurance.

There was brief discussion.

Commissioner Thomas commended Mr. Andrews for helping residents with paperwork to get their premiums reduced.

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**PUBLIC HEARING**  
**ADOPTION OF ORDINANCE**

**--LAND DEVELOPMENT REGULATIONS AMENDMENT APPLICATION NO. LDR-13-01 (BOCC)--RANDY ANDREWS:**

Chairman Riddick recognized Mr. Andrews, who presented the ordinance for consideration and read the title into the record.

*Commissioner Chandler moved, seconded by Commissioner Lewis, to adopt the ordinance approving Land Development Regulations Amendment Application No. LDR 13-01.*

Chairman Riddick opened the public hearing. There being no response, the public hearing was closed.

*The motion carried 5-0.* (The [Ordinance was assigned No. 2013-11.](#))

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**PUBLIC COMMENTS:**

**Pam Whittle--Support Letter for North Florida Economic Development Partnership:**

Ms. Whittle asked the Commission to consider writing a letter of support and to pay the \$1,390 in dues for the North Florida Economic Development Partnership (NFEDP) for RACEC counties. Tomorrow is the deadline for the support letter.

Following some discussion, Commissioner Chandler recommended approving the support letter and paying the dues this year. However, he would like to attend some meetings and review the accomplishments of the partnership to determine how Bradford County is benefiting, and make a recommendation to the Board for next year.

Ms. Whittle advised that Jeff Hendry would be glad to come, do a presentation, and focus on Bradford County, if the Commission wishes him to do so.

*Commissioner Chandler moved, seconded by Commissioner Lewis, and carried 5-0, to declare an emergency to consider approval of the letter of support.*

*Commissioner Chandler moved, seconded by Commissioner Sellars, and carried 5-0, to approve a letter of support as requested.*

There was brief discussion regarding payment of the partnership dues.

*Commissioner Sellars moved, seconded by Commissioner Chandler, and carried 5-0, to declare an emergency to consider paying the dues.*

*Commissioner Sellars moved, seconded by Commissioner Chandler, and carried 5-0, to approve payment of the \$1,390 dues as requested.*

**CONSENT AGENDA**

- A. MEMORANDUM OF AGREEMENT FOR COST SHARE ASSISTANCE BETWEEN BRADFORD COUNTY AND SUWANNEE RIVER WATER MANAGEMENT DISTRICT (This MOA reflects edits made from the previous MOA approved on 12-02-13.)**
- B. SUPPORT LETTER FOR NEW RIVER COMMUNITY HEALTH CARE GRANT APPLICATION**
- C. MINUTES OF REGULAR SCHEDULED MEETING OF 11-21-13**
- D. MINUTES OF REGULAR SCHEDULED MEETING OF 12-02-13**
- E. SUBORDINATION AGREEMENT FOR REFINANCING THROUGH THE COMMUNITY DEVELOPMENT DEPARTMENT**
- F. RENEW COUNTY MANAGER EMPLOYMENT AGREEMENT**

*Commissioner Lewis moved, seconded by Commissioner Thomas, and carried 5-0, to approve the Consent Agenda in its entirety.*

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**PAYMENT OF BILLS--COMMISSIONER LEWIS:**

*Commissioner Lewis moved, seconded by Commissioner Thomas, and carried 5-0, to approve payment of the bills as reviewed. (A list of the bills is on file in the Finance Department of the Office of the Clerk.)*

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**CONSIDER APPROVAL OF TDC FUNDING REQUEST FOR THE STRAWBERRY FESTIVAL (\$5,000.00 Approved by the TDC 11-14-13)--PAM WHITTLE:**

Chairman Riddick recognized Ms. Whittle, who presented the funding request for consideration. The Festival is set for April 12<sup>th</sup> and 13<sup>th</sup> this year. Ms. Whittle advised that Main Street Starke has dissolved and merged with the Chamber, who will be taking the lead for the Strawberry Festival.

*Commissioner Lewis moved, seconded by Commissioner Thomas, and carried 5-0, to approve the TDC funding request as presented.*

Ms. Whittle invited the Commission and County staff to attend the Envisioning a Bright Future Chamber Annual Banquet being held on February 1, 2014.

**COUNTY ATTORNEY REPORTS--WILL SEXTON**

**A. RESOLUTION--ESTABLISHING A "REVISED" SET OF POLICIES AND PROCEDURES FOR THE REPAIR AND IMPROVEMENT OF PRIVATE ROADS**

Mr. Sexton presented the resolution for consideration; he read the title into the record. The proposed resolution makes provision for signage on private roads, i.e. stop signs and 9-1-1 signs.

*Commissioner Lewis moved, seconded by Commissioner Thomas, and carried 5-0, to adopt the Resolution as presented.* (The [Resolution was assigned No. 2013-37.](#))

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**SHERIFF REPORTS--GORDON SMITH:**

On behalf of Sheriff Smith, Capt. Smith recognized the passing of Sheriff Jerry Whitehead and announced the service arrangements. Bradford County Sheriff's Office, along with several other North Florida sheriff's agencies, will be handling much of the logistics and assisting Union County Sheriff's Office supplement their manpower to allow them to attend the services.

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**CLERK REPORTS--RAY NORMAN:**

On behalf of Clerk Norman, Ms. Stafford apologized for his absence due to illness. Clerk Norman sends his wishes to everyone for a Merry Christmas.

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**COUNTY MANAGER REPORTS--BRAD CARTER:**

**A. RESOLUTION--APPROVING A SMALL COUNTY ROAD ASSISTANCE PROGRAM (SCRAP) AGREEMENT WITH THE DEPARTMENT OF TRANSPORTATION FOR N.E. 19TH AVE. FROM S.R. 16 TO N.E. 173RD ST. (\$258,028.00)--JEROME KELLY:**

Mr. Kelly presented the resolution for consideration.

*Commissioner Lewis moved, seconded by Commissioner Thomas, and carried 5-0, to adopt the Resolution as presented.* (The [Resolution was assigned No. 2013-38.](#))

**B. CONSIDER APPROVAL OF MODIFICATION TO SUBGRANT AGREEMENT BETWEEN THE DEPARTMENT OF ECONOMIC OPPORTUNITY AND BRADFORD COUNTY, REQUESTING AN EXTENSION ON CDBG GRANT CONTRACT NO. 11DB-C5-03-14-01-H17--KELLY CANADY**

Ms. Canady presented the agreement for consideration. The extension will provide additional time to complete the rehab projects that are currently being worked on.

*Commissioner Lewis moved, seconded by Commissioner Thomas, and carried 5-0, to approve the Modification to the Subgrant Agreement as presented.*

**C. BID AWARD RECOMMENDATIONS FOR THREE (3) CDBG REHAB/DEMO/RECONSTRUCTION PROJECTS FOR FY2010 DEO CONTRACT NO. 11DB-C5-03-14-01-H17--KELLY CANADY**

Ms. Canady presented recommendations for bid awards as follows:

--Unit No. 10-13: To award the bid to the low bidder, Triest Construction for \$58,724.00

*Commissioner Lewis moved, seconded by Commissioner Thomas, and carried 5-0, to award the bid as recommended.*

--Unit No. 10-08: To award the bid to the low bidder, K8 Construction Corp., Inc. for \$45,873.83

*Commissioner Thomas moved, seconded by Commissioner Lewis, and carried 5-0, to award the bid as recommended.*

--Unit No. 10-11: To award the bid to the low bidder, K8 Construction Corp., Inc. for \$22,299.41

*Commissioner Lewis moved, seconded by Commissioner Sellars, and carried 5-0, to award the bid as recommended.*

**D. CONSIDER APPROVAL OF CHANGE ORDER NO. 1 FOR CDBG REHAB PROJECT--KELLY CANADY**

Ms. Canady presented the Change Order for consideration. The proposed change order increases the contract by \$6,890.

*Commissioner Thomas moved, seconded by Commissioner Lewis, and carried 5-0, to approve Change Order No. 1 as presented.*

(12-19-13 Regular Meeting)

**E. CONSIDER APPROVAL OF A FEDERAL-FUNDED SUBGRANT AGREEMENT WITH THE STATE OF FLORIDA, DIVISION OF EMERGENCY MANAGEMENT FOR INSTALLATION OF CULVERTS ON N.W. 38TH AVE.--BRIAN JOHNS:**

Mr. Johns presented the subgrant agreement for consideration.

*Commissioner Thomas moved, seconded by Commissioner Sellars, and carried 5-0, to approve the subgrant agreement as presented.*

Mr. Johns added that this is a two-phase project. This agreement covers Phase I at a cost of \$12,000, with the federal share of \$9,000 and local match of \$3,000. When Phase II is complete, the total cost of the project is \$75,036.59.

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**COMMISSIONER'S COMMENTS:**

**Commissioner Lewis commented on the following:**

- Asked Mr. Carter to keep in touch with Union County to offer assistance with the passing of Sheriff Whitehead.
- The Sampson Lake boat ramp project is complete.

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**CHAIRMAN COMMENTS--DANIEL RIDDICK:**

- Expressed appreciation to County staff, to EMS and the VFD for their professionalism in responding to a 911 call for a family member.

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**ADJOURN:** There being no further business, the meeting adjourned at 7:07 p.m.

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

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**DANIEL RIDDICK, CHAIRMAN**

**ATTEST:** \_\_\_\_\_  
**RAY NORMAN, CLERK TO THE BOARD**

Minutes prepared by Marlene Stafford, Deputy Clerk