

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
COURTHOUSE ANNEX – COMMISSION MEETING ROOM
MAY 17, 2016
9:00 AM
MINUTES**

Commissioners Present: William Massey – Chairman, Noah Lockley, Cheryl Sanders, Rick Watson

Others Present: Alan Pierce – Director of Administrative Services, Michael Morón – County Coordinator, Michael Shuler – County Attorney, Marcia M. Johnson-Clerk of Court, Lori P. Hines-Deputy Clerk to the Board.

Call to Order

Chairman Massey called the meeting to Order.

Prayer and Pledge

There was a prayer followed by the Pledge of Allegiance.

Payment of County Bills

On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to approve payment of the County's bills.

Approval of Minutes

On motion by Commissioner Lockley, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve the minutes of the meeting held on May 3, 2016.

Department Directors Report

Howard Nabors - Superintendent of Public Works

Mr. Tommy Sadler appeared before the Board. He said everything is under control and work is being done. He stated Mr. Nabors regretted it but he could not attend the meeting.

Fonda Davis - Solid Waste Director

Mr. Davis appeared before the Board and presented the following report:

RECOVERED MATERIALS ANNUAL CERTIFICATION:

FOR BOARD ACTION: I have for the Boards approval and the Chairman's signature, the annual Application for Recovered Materials Certification and Reporting Form. We are required by Florida Statutes to report our recycling activities to the Florida Department of Environmental Protection annually. The annual cost for this certification is \$50.00. **ACTION REQUESTED: Motion authorizing the Chairman's signature on the FDEP Application for Recovered Materials Certification and Reporting Form and authorizing the payment of \$50.00 for the annual fee.**

Employee New Hire Announcement

The Franklin County Parks & Recreation Department is pleased to announce that the open entry level position has been filled by Scott Kelly. His effective start date was Tuesday, May 10th.

REQUESTED ACTION: None

On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to authorize the Chairman's signature on the FDEP application and authorize payment of the \$50.00 annual fee.

Commissioner Watson said he has received several calls about the fly balls at the ballpark in Eastpoint. Mr. Davis explained at one time all the ball fields had what is called a lean to that caught fly balls but they were torn up by storms and not replaced. He said a company came in and fixed one field but his understanding is the foul balls are still going out. He reported the coaches have requested netting the entire field. Mr. Davis stated the large field is adjacent to the small field and the balls are popping over. He said the main problem is the area is so congested that even with the net along the base line the balls are still popping over. He suggested the County find a larger space to spread out the ball fields. He expressed concern about the cost of the netting and said it may be better to purchase some more property. Chairman Massey said there is some property for sale behind the park. Mr. Pierce reported there is a wetland behind this field. Chairman Massey reported behind the wetland there is some property. Mr. Pierce discussed the industrial area and the residential area around this location. Chairman Massey asked if the trucking company property owned by Mr. Jr. Miller is for sale. Mr. Pierce answered yes, but said the price will also include the value of the building. Commissioner Watson inquired if the County should try and identify some property to expand the ball fields. Mr. Pierce reported the problem is the area was built as a community park and now it is an athletic field and it is too small. He said it is useful for t-ball but not good for little league. He stated there are other places in the county but not other places in this community. He said there is property the County owns by the jail where they were going to put in a shooting range but this property is way out of the neighborhood. Mr. Pierce reported the County would need a 5-10 acre tract in Eastpoint for it to be easily accessible. Commissioner Lockley questioned if the property needs to be adjacent or if one field could be moved. Mr. Pierce felt all the fields should be moved together so there is a complex where all little league

plays. Mr. Davis agreed to research the price for netting the fields. Chairman Massey reported it will be expensive to net all the fields. Commissioner Lockley asked if there are signs warning of the fly balls and suggested signs may need to be put up temporarily. Mr. Davis said there are no signs. Chairman Massey reported one field was netted the other day but it will not stop all of the fly balls. Commissioner Watson stated he was there last night and there were a couple of fly balls that went out of the field. Chairman Massey agreed they need land but there is none in this area. Mr. Pierce explained the closest property the County owns is near the jail.

Mr. Davis informed the Board on May 21st Mediacom will be on St. George Island from 10:00 a.m. until 2:00 p.m. to educate the public since they took over the cable company on the Island.

Mr. Davis reported another company wanted to come in on May 28th-29th and possibly the 30th to provide beach giveaways, have bonfires on the beach and drive beach vehicles. He stated he is working with Commissioner Watson and Attorney Shuler on this request. He explained the County Ordinance will not allow bonfires or the beach vehicles. Mr. Davis stated he does not see a problem with the beach giveaways. Commissioner Watson agreed to meet with Attorney Shuler to discuss this matter.

Pam Brownell - Emergency Management Director

Mr. Moron stated Mrs. Brownell is out of town at a meeting in Tallahassee but did not have any action items for the Board. He said if the Board has any questions for Ms. Brownell, he will forward them to her.

Action Items: NONE

Information Items:

1. Franklin County EOC Staff continue to promote our Re-Entry Tag program and encourage all residents to apply for their Re-Entry Tag.
2. On May 20th Franklin County Emergency Management will be conducting a Sea Oat Planting project on St George Island in conjunction with Duke Energy/ANNER/CERT
3. Franklin County Emergency management will be planting Sea Oats in Carrabelle on May 21st 2016 at the Public Beach area. CERT team/ANNER and volunteers will be participating in the planting
4. Franklin County Emergency Management will be hosting our 2nd Annual Disaster Expo on June 4th at the EOC from 10am-3pm. We would like to invite everyone to attend and participate.
5. May 8-13 Pamela Brownell and Jennifer Daniels attended the Governors Hurricane Conference.
6. May 16 is the Annual State Exercise that Franklin County EOC will be participating in.

Erik Lovstrand - Extension Office Director

Mr. Lovstrand informed the Board an updated schedule has been received for the new building. He stated they expect to have a contract in place by May or June and hope to have

the demolition work done by the end of August. He said construction will last about 4 months (September-December) and they should have a final punch list by early January. He estimated they would be able to move in by the end of January, 2017. He reminded the Board this is an estimated timetable. Mr. Lovstrand reported they have not started any work yet but DEP has moved everything out so the building is vacant.

Franklin County Extension Activities May 4 – May 17, 2016

UF/IFAS Extension Faculty have been involved in the following Extension activities this period.

General Extension Activities:

- Extension Director taught a marine ecology session for 5th graders during a 4-H Ecology Field Day event.
- Extension Director and Staff attended a District-wide 4-H training session.
- Extension staff has provided assistance to community members in the areas of turf grass, soils tests, injured wildlife, sea turtle lighting issues, vegetable gardening, 4-H summer camp, and injury to cedar trees.

Sea Grant Extension:

- Sea turtle lighting equipment continues to be distributed to beachfront property owners.
- The News Channel 13 story regarding “The state of the Bay,” for which the Extension Director provided an interview ran on the news on May 5.
Link to the story: <http://www.myanhandle.com/news/special-report-the-oyster-drought>

4-H Youth Development:

- Franklin County’s Making Strides 4-H club continues to meet.
- Extension Staff will be passing out 4-H Summer Camp registration information.

Family Consumer Sciences:

- Family Nutrition Program Assistant continuing to implement in-school curriculum in 2nd-4th grade Franklin County classrooms.

Agriculture/Horticulture:

- Extension Director provided many field visits to homeowners to assess issues and make recommendations regarding turf grass, citrus trees, gardens, etc.

Anne Birchwell - County Library Director

Mrs. Birchwell appeared before the Board and presented the following report:

- FCPL’s Music as a Second Language is coming along nicely. We have 12 adult piano students attending, 1 adult accordion, 2 Vocal Coaching students, 5 acoustic guitar

students, 1 drum student, 1 bass guitar student and 1 electric guitar student. Recently, Mr. Bo May of Carrabelle (our bass & electric guitar teacher) offer use of his art/music business Rio Carrabelle, for our rehearsal and performance site. We will be holding the recital at the end of August, or early September. FCPL staff and volunteers have become accustomed to unique sounds coming from our youth rooms.

- The Eastpoint Branch is now housing the DaVinci Pro CC unit from the PLAN grant that I received. This allows low vision patrons & seniors opportunity to view and have materials read back with an audible voice or magnify it up to 77 times. I have notified the school inviting their low-vision student to come to the library as a field trip for school.
- We are gearing up for this year's SRP, "Get Ready, Get set....READ". Thanks to the St. George Island Civic Club's \$2,000 donation plus the money I did not spend with traveling to conferences this past fiscal year, we have some money for our programs. The Friends also are donating all proceeds from the Carrabelle Soup, Bread & Book Sale. We anticipate a fun 5 week program, including the first week with a 50's theme including Hop Scotch, Hula Hoops, Pin the Hair on Elvis, and of course Comic Books. We have found an app on the iPads that will allow them to create film clips in black and white with 50's music that can be replayed. There will a grand finale on Saturday, July 23rd with live "Animal Olympics" at the Eastpoint Branch also paid for by the Friends of FCPL.

Mrs. Birchwell said the Philaco Club also contributed \$250 this weekend and they are grateful for the community support.

- On Wednesday, May 25th from 1:30 to 3:00pm, Les Harrison will be offering a workshop at the Eastpoint Branch. He will answer individual question posed by gardeners with specific problems that can be identified with a specimen from their garden. This should be an interesting and informative talk for all those who love their gardens.
- Finally, Eileen Annie Ball, who is a retired FCPL director, and grant coordinator, will no longer have any programs at either library after June 30, 2016. Her grants have run out and after almost 20 years of grant programs, she and her staff will be missed by the Franklin County community.

Mrs. Birchwell said they are planning a farewell party for Ms. Ball.

Planning & Zoning Report

Mr. Moron stated this request was tabled at the last Board meeting. He read the request, as follows:

CRITICAL SHORELINE APPLICATION:

- 1- **RECOMMENDED APPROVAL: (Unanimous)** Consideration of a request to construct a Single Family Private Dock at 1529 Alligator Drive, Alligator Point, Franklin County, Florida. Has all

State and Federal Permits and meets local requirements. The Dock will be 225' x 5' with a 5' x 16' walkway and a 6' x 6' terminal platform, a 5' x 8' jet ski platform, a 15' x 8' floating platform and a 12' x 25' un-covered boatlift. Request submitted by Ben Withers, agent for Scott Carswell, applicant. (House on the gulf side of Alligator Drive)

Mr. Moron stated they thought there were some problems and wanted to verify the location of the house. He explained Mr. Pierce has verified that everyone is okay with this request now. **On motion by Commissioner Sanders, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve this request.**

Advisory Board of Adjustment Report

Mr. Moron presented this request, as follows:

Request to stabilize 145 linear feet of an eroding shoreline with riprap. The riprap will extend no farther than 10 feet from the MHWL and will be placed at a slope no steeper than 2H:IV. The project location is 31 White Way, also known as Lot 9, New River Forest Subdivision. The request is being submitted by Florida Environmental & Land Services, Inc., Elva Peppers, Agent for Cole M. & Mary E. Neill, Owners. State Permits have been received.

The Advisory Board of Adjustment recommends this request for retaining wall be approved as requested.

On motion by Commissioner Lockley, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve this request.

Curt Blair - TDC Administrator - Report

Mr. Blair appeared before the Board and said he sent a number of items to the Board in their packet but there are no action items. He stated in February the tourism business was phenomenal at 51% higher than the same period of time last year. He cautioned the Board it is better to look at quarterly reports instead of monthly reports as they are more accurate due to the way some lodging businesses report their information. He reported all indications are it is staying strong and there should be a good report at the end of the quarter.

Mr. Blair stated the TDC Board approved the architectural fees for the bathrooms so they will go out to bid soon. Mr. Moron said he will address the bid during his report.

Mr. Blair reported in the last year and half they have discovered something that they did not know before the Visitors' Center opened. He reported half of the people coming into the Visitors' Center are either traveling from Orlando to New Orleans or New Orleans to Orlando and adding on the trip here. He said a grant has been submitted to DEO (Department of Economic Opportunity) to give them the opportunity to designate a corridor from Cedar Key to Apalachicola. He stated Dixie County and Taylor County are also participating. He said ultimately they would have a corridor designated Florida's Coastal Corridor that will run along Highway 98 from Levy County to Franklin County. He stated when they hear from DEO, he will

let the Board know. Commissioner Watson inquired if it will be similar to the Big Bend Corridor. Mr. Blair stated it is similar to that corridor but the product will be different. He explained the Big Bend Scenic Corridor is for a different purpose as it is a loop from Tallahassee back to Tallahassee that has kiosks along the way. He explained the corridor they are proposing will involve developing marketing materials such as a map for each of the counties, the marine culture, and the places to visit. He said this will encourage people to consider visiting this area when traveling to and from Orlando.

Mr. Blair stated attached to his report is a list of 25 non-profit organizations approved by the TDC Board. He said the TDC Board also approved continuing the contracts for the 7 sustaining grants and the Board will see these in a couple of months.

Mr. Blair informed the Board there are new displays at the Eastpoint Visitors' Center that were funded by Visit Florida. He explained the change in the display is to provide a model that other centers can participate in and provide some standardization at the visitors' centers. He invited the Board to visit and look at the displays. He reported the display outside shows the history of the oyster industry and what is being done to preserve the industry.

John Graham - Weems CFO - Report

Mr. Mike Cooper, Weems Memorial Hospital, appeared before the Board. He stated there is no update from Mr. Mark O'Bryant, Tallahassee Memorial Hospital, on his availability yet. He reported they are still working on this matter and he will try to email the dates to the Board.

Mr. Cooper said the EMS vehicle involved in the accident was released this morning by DOT and Mrs. Erin Griffith, Finance Department, will turn over the title to the insurance company to allow the County to process the claim. He stated the replacement vehicle was ordered 1 ½ weeks ago and will be received in November. He reported the new vehicle has an invoice price of \$166,000 and the insurance company has approved \$126,000 for the ambulance leaving a \$40,000 difference that the County will have to come up with. He explained there has not been a settlement on the equipment in the back of the ambulance that was damaged. Mr. Cooper reported the stretcher could be repaired for about \$100 but the manufacturer will not guarantee the stretcher anymore since it was in the wreck. He explained if they are using the stretcher and it fails, then it will be on the county as the company is not accepting any of the liability. He said the company would like the stretcher taken out of service permanently. Mr. Cooper stated Mr. Jarod Wester, EMS Director, contacted the family of the patient involved in the accident and they were very appreciative of the care provided at the scene by our ambulance staff. Mr. Cooper said he does not have an update on the patient's progress due to HIPPA regulations. Mr. Cooper stated the EMS staff involved in the accident is back to work. He explained the paramedic in back of the unit did not lose any time from work. He stated the EMT who was driving the ambulance missed 3 shifts but is back to work and everyone seems fine now. Commissioner Watson asked if the County has some action against the company that caused the accident. Attorney Shuler reported the insurance adjuster is handling this matter

for the County. He said he has been in contact with the adjuster and the attorney for the trucking company and there is a claim that is being processed. Commissioner Watson asked the time frame for delivery of the new ambulance. Mr. Cooper stated the replacement ambulance will be received in November. He went on to say the new ambulance that was already on order will be here next month.

Mr. Cooper reported Adams Consultants and Culpepper Construction have worked together and have the first run through on the guarantee maximum price (GMP). He said Adams Consultants and Culpepper Construction worked closely together on where they are in the design process and the project is right on budget. He explained on a \$10.2 million project they are within \$100,000 of the budget with a \$500,000 contingency. He reported the square footage cost is \$279 and they were budgeted for \$275 a foot. Mr. Cooper stated they are within 1% of where they should be. He informed the Board Mr. Nick Hill, Adams Consultants, is here to answer any questions. He stated Mr. Hill mentioned the further they get along with the design, the clearer the numbers become. Commissioner Lockley asked if they are \$100,000 over or under the budget. Mr. Cooper answered \$126,000 over but they do have \$500,000 budgeted for contingency. Commissioner Lockley asked if they can get the money down to the budget. Mr. Hill explained the County could take the \$126,000 out of contingency and be right on budget with \$450,000 still in contingency. He stated right now the percentage is right where they expected it to be, although a little high, but they are still at the schematic budget phase. He explained the price came in good and they can cover every cost but they have not gone into the contingency yet. Mr. Hill stated if they want to be right on \$10.2 million, there will still be \$450,000 in contingency. Commissioner Lockley said he would like the price to be a little under the budget. Mr. Hill reported they hope to see the savings when they go out for competitive bid. Commissioner Sanders said if they had \$275 per square foot figured and it came in at \$279 per square foot then this is pretty good. Commissioner Watson said he thinks in the planning there is a cost figure for a generator. Mr. Hill agreed there is a figure for a generator. Commissioner Watson stated the County has a generator and he would like to know if it can be used for the hospital. Mr. Cooper reported the County generator is 250 kw and the specifications call for a 500 kw generator. Mr. Cooper was not sure what the engineers would say about the generator. Commissioner Watson asked if they can look into using this generator. Mr. Cooper agreed to get the specifications off the generator and give them to the engineers. Mr. Hill stated it is worth looking into and the engineers will review it to see if this unit can be used. Commissioner Watson said the Construction Manager is "at risk" and he would like to know when the "at risk" starts. Mr. Hill responded once they go to the GMP contract. He said at this time the only contract with Culpepper Construction is for pre-construction services. He reported they have not gone to the actual GMP contract for them to complete the construction part. Mr. Hill said during this process of doing the budget, they can go to the GMP with Culpepper Construction at any point. He explained it is early now as they would prefer to have more detailed design and do another round of budget pricing. He said after the next pricing they may decide to go to the GMP and that is when they would lock in the price. He explained as long as the scope of work stays the same then Culpepper Construction is responsible for delivering that scope at that price. Commissioner Watson inquired if this is

after the sub-contractors submit their bids. Mr. Hill answered yes, because they would want to go out for competitive bids before they commit to the GMP.

Commissioner Sanders stated Mr. Cooper has discussed Mr. O'Bryant being here in the future weeks. She questioned if Mr. Cooper has a 1 year strategic plan or a 5 year strategic plan. Commissioner Watson left the meeting at this time. Mr. Cooper commented they did a 3 year strategic plan which consisted of programs, financial, personnel, human resources, etc. He reported some have been completed and some have not. He explained they were trying to get the building program back on track and discussed putting a clinic on St. George Island, which the Board declined. He stated they want to enhance the financial programs and some have been done but they are not finished. He reported a lot of time was spent on employees and benefit programs for the employees. Mr. Cooper said one of the problems is they are unable to provide qualified benefit programs because the employees are leased employees.

Commissioner Watson returned to the meeting at this time. Mr. Cooper stated in order to have a qualified retirement or benefit plan, the employees must be your employees. Mr. Cooper explained the problem is the leasing company is for-profit and the County (hospital) is non-profit. Mr. Cooper stated the leasing company did not want to allow the employees into 401k programs. Mr. Cooper explained they have a strategic plan and they have worked the plan but it is probably time to redo the plan. Commissioner Sanders asked how many of the goals and objectives were met in this plan. Mr. Cooper estimated 50% -60% but some of projects are ongoing. He reported one of the biggest things they wanted to accomplish was to upgrade the appearance of the current facility. He stated there are three pages of little projects that were done to upgrade the facility aesthetically and operationally. Commissioner Sanders reported she is just making sure they know where they are going in the future.

Mr. John Graham, Weems Memorial Hospital, appeared before the Board. He offered to answer any questions the Board members have at this time. Commissioner Sanders said she does not have any questions right now and would like Mr. Graham to present the financials. Mr. Graham said the month of March was a breakeven month with an overall \$5,000 profit. He stated they are \$19,000 in the red for the last 6 months. He reported the balance sheet is still stable. He explained on the income statement, all entities are showing a profit except the clinics. He said they understand what has been happening at the clinics with physician turnover but hopefully this will stabilize now. He reported there have been 3 straight months with small profits but they are still a little in the red for the past 6 months. Commissioner Sanders reported she is glad to see the cash on hand is 13 days compared to 7 days. She expressed concern about the net accounts receivable (a/r) days. Mr. Graham reported they did some financial projections and all a/r are on track, including meaningful use. He stated they found out there is almost \$250,000 at Medicare which is part of the makeup and should be here within 7-14 days. He explained by the time this cash and contractual are applied, the a/r days will go down to 20-22. Mr. Graham said this is just one item that will lower the number. Commissioner Sanders asked if the changes and problems with the billing company caused the a/r days to go up. Mr. Graham agreed this typically happens. Commissioner Sanders stated if the days are between 45-49 then it is good. She explained 12 months ago the a/r days were

46.9. She reported all of this happened since September. Mr. Graham agreed and said they have gone through 2 conversions. He explained the system now is consistent and they are working through problems. Commissioner Sanders said she trusts Mr. Graham and his knowledge of the numbers. She reported she likes to see him here to present the numbers every now and then. She stated she is not trying to be adversarial but the Board must look out for the people's money. She inquired if he or Mr. Cooper ever worked for a hospital owned by the local government. Mr. Graham stated he has worked for a hospital managed by the local government. Mr. Cooper answered he has worked for several hospitals owned by the county but through a separate 401C. He said this is the first one he worked for that is the County. Mr. Graham thanked the Board and the public for their financial support. Commissioner Sanders said they recognize the benefit and obligations to the people and that is why the Board has invested so much in the hospital. She explained that is why they ask questions when they feel like they have to.

The meeting was recessed at 9:43 a.m.

The meeting reconvened at 10:00 a.m.

Jason Puckett - Airport Manager – Report

Mr. Puckett appeared before the Board. He reported the airfield pavement project is complete and on April 26th a substantial completion inspection was conducted. He reported the final punch list is being coordinated with Polaronis Construction and the final pay application will be prepared for their review.

Mr. Puckett stated the Airfield Lighting advertisement is going out to the newspaper tomorrow. He said the pre-bid meeting is scheduled for May 31st and construction will start in early August. Mr. Pierce asked if the bids will be opened by the Board in July. Mr. Puckett stated bids are due on June 17th and will be opened at the Board meeting on June 21st.

Mr. Puckett explained on the commercial access road and infrastructure development/drainage improvements, Avcon is working on the 60% design review and it should be ready in mid-June.

Mr. Puckett reported the Annual Airport Inspection was conducted last month. He explained there were some things brought to their attention that the County has been dealing with for 8-10 years. He said Runway 18/36 which is the third runway will no longer be funded by DOT or FAA. He explained they were trying to put off closing the runway and fixing the runway in house but DOT brought it up in the inspection. He stated some cost estimates were prepared to complete the repairs in house and the amount is substantial. He informed the Board he is working with DOT and FAA to try and mitigate this to keep it open but the 3rd runway may need to go away as they are running out of funding. Mr. Pierce drew a map on the chalkboard showing the location of the runway running north and south. He reported DOT will not fund 3 runways as there is not enough traffic at the airport. He stated the closing of this runway has

been coming for a number of years and is not a surprise to the Airport Committee. He explained this runway is 1 mile long and is expensive to maintain. Mr. Puckett stated it cost \$173,000 just to re-mark a runway. Mr. Pierce discussed the location of the industrial park and access road. He reported if FAA stops funding and the County does not have the funds to maintain the runway, then there will be no choice but to close the runway. Mr. Pierce said this is a large piece of cleared property and the Board and the Airport Committee will have to decide what to do with the property. Mr. Puckett said he is doing everything he can to keep this runway open but wanted the Board to know what may happen. Mr. Puckett said they are trying to maintain the airport but there are some areas they cannot reach. He stated they may need some help from Public Works to mow some areas and address some ditches they cannot get to before they conduct another inspection. Mr. Puckett commented the airport passed inspection but there are things they have to mitigate before July 31st. He stated he is working with DOT and FAA to try and restructure the runway as a VFR runway but he does not think it will happen. He said they might have to close the runway soon. Mr. Pierce inquired as to the expense of closing the runway. Mr. Puckett said they will paint a 10' X 10' "X" and provide a notice to airmen. He went on to say there has been a problem with some trees in the glide path and the trees are not on County property so it is difficult to ask people on private property to cut their trees for the runway.

Debbie Belcher - CDBG Consultant - Update

Ms. Belcher appeared before the Board and said there are 2 things she would like to address today. She stated the first is some policy revisions to the County's CDBG Housing Assistance Plan. Ms. Belcher reported some of these items have been discussed before and some of them have not. Each Board member received a copy of the proposed changes. She discussed the language on Page 1 addressing what happens when the homeowner dies. She said the language being recommended is consistent with the language in the SHIP mortgage. She explained the County can allow a minor or spouse of the deceased, living in the house at the time of the owner's death, to assume the loan. She reported the County would not need to complete income verification. She said the County can do this without the policy change but it clarifies it for the applicants. Mrs. Belcher reported Page 2 clarifies the limits on how much can be spent on a dwelling. She explained the Board can vote to waive this amount. She recommended raising the amount for mobile/manufactured homes to \$75,000 as the County is in wind zone 3, must include all energy star appliances and some sites may need septic tanks or wells. She explained \$75,000 will be the new maximum price instead of \$50,000. Mr. Moron questioned if Mrs. Belcher is familiar with the Exposure D requirement. Mrs. Belcher stated she understood it to be 1500 from the shore. Mr. Pierce reported it is 1500 feet from Apalachicola Bay. Ms. Belcher asked about the requirement for strength. Mr. Pierce explained Exposure D is a higher standard. Mr. Moron pointed out it is a higher standard than Level 3. Mrs. Belcher reported there is one applicant (Frances Hunning) that may fall within this designation. She said she will come to the Board if the price goes higher. She explained this is not a blanket approval for any one mobile home, they are just discussing limits. Commissioner Lockley asked if the \$75,000 is to replace an old trailer. Commissioner Lockley asked if Mrs. Belcher has run

into this kind of issue. Mrs. Belcher answered yes, and said she talked with one dealer and he said the cost of a trailer with the energy star packages will be around \$65,000. She informed the Board she increased it to \$75,000 to allow for wells, clearing or septic tanks that may need to be done. Commissioner Lockley asked if she has applicants. Mrs. Belcher reported she will be presenting a list of applicants today. Commissioner Sanders asked about the septic tank and well and said she thought they must be pre-existing. Mrs. Belcher said sometimes what is there is insufficient. Commissioner Sanders inquired if they are doing the whole package for applicants. Mrs. Belcher explained they could be but have to look at the applications on a case by case basis. She reported if their system is failing now, then they must address it. Commissioner Sanders reported she thought the grant was just for housing. Mrs. Belcher said the State requires them to fix everything when they fix one thing. Commissioner Sanders asked if this was in the scope of work when the County for the grant. She asked if the State knows this money will also be used for septic tanks, wells, hookups to sewer, or water lines. Mrs. Belcher answered yes, and said everything has to be done to meet local codes. Commissioner Sanders stated all of a sudden they went into something else and the Board wanted to serve as many people as possible. Ms. Belcher said there are standards they have to meet with CDBG and it is not like SHIP, where you can just address one issue. Commissioner Sanders inquired if they have some leeway to address the septic tanks also. Mrs. Belcher answered yes. Mrs. Belcher addressed Page 3 which requires the homeowner to have homeowner insurance. She explained with the income levels, most people are not able to afford insurance. She said it will be very difficult to run this program with this requirement. She reported Mrs. Lori Switzer, SHIP Coordinator, is not requiring homeowners' insurance on the SHIP homes. Mrs. Belcher recommended eliminating homeowners' insurance as a requirement but they will still recommend it to the homeowners. Chairman Massey agreed some of these individuals will not be able to afford insurance on their monthly income. Mrs. Belcher stated if they are in a 100 year flood plain, then they still must have insurance as that is a federal requirement. Chairman Massey asked if this is flood insurance. Ms. Belcher answered yes, if they are in a flood plain. Mrs. Belcher explained on Page 4 they clarified the number of low and very low individuals that will be served. She said they agreed to serve 2 very low income and 3 low income homeowners with this grant so she added the word number. She explained the language was added to give priority to individuals who live in mobile/manufactured homes. Attorney Shuler commented the first change on Page 1 says the County may allow a minor child under the age of 18 to assume the mortgage but the Board should be aware it will probably require prior court approval. He explained it can be done but is not as simple with a minor child under the age of 18. He went on to say if the child is 18 or over and a child of the deceased, then they have full rights in contract but minor children have limited rights in contract. Ms. Belcher stated she used the word "may" as the County would not want to automatically do it but they may want to. **On motion by Commissioner Lockley, seconded by Commissioner Sanders, and by unanimous vote of the Board present, it was agreed to approve the changes with the language suggested by Attorney Shuler.** Mrs. Belcher agreed to get the exact language from Attorney Shuler. Mrs. Belcher said her second item is to present the first list of applicants she recommended for approval. Each Board member received a copy of the list. Ms. Belcher stated the County has to do a minimum of 10 houses. Ms. Belcher said these 4 are all mobile

homes. Ms. Belcher explained the County is required to serve 2 individuals in the very low income bracket and 2 individuals on this list meet this requirement. She reported the County is required to serve 3 individuals in the low income bracket and 2 individuals on this list meet that requirement. She explained they will not be going to bid until she completes double checks on the titles and they have environmental clearances on each one from the State. She stated Mrs. Beach's property has already been submitted but she has not submitted the others yet. Ms. Belcher asked for the Board's approval before she proceeds any further. She informed the Board all of these individuals meet the priority criteria, as follows:

1. Are all mobile homes
2. Are within the income range
3. Have not received assistance from other programs of more than \$5,000 in 5 years or \$10,000 in 10 years
4. 3 out of 4 are elderly
5. everyone has a disabled household member

On motion by Commissioner Watson, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to approve the list of applicants. Mrs. Belcher reported the DEO is strict about conflicts of interest so she needs the Board members to each declare they do not have a conflict of interest with any of these applicants. Commissioner Sanders declared she does not have a conflict of interest with any of these applicants. Chairman Massey declared he does not have a conflict of interest with any of the applicants. Commissioner Lockley declared he does not have a conflict of interest with any of the applicants. Commissioner Watson declared he does not have a conflict of interest with any of the applicants. Ms. Belcher reported none of the applicants have indicated they have a conflict nor does Commissioner Parrish who is not present today. Commissioner Watson asked if the grant requires insurance. Ms. Belcher stated no, it is a policy decision. She explained this is the first time in all her years of doing housing that she has seen homeowners not being able to afford insurance. She said in the past even the very low income applicants had someone to pay their insurance but that is not the case here. Commissioner Lockley reported some of the insurance is probably higher than their income. Commissioner Sanders said she believes in having good insurance. Mrs. Belcher stated they always recommend insurance but some of these people are only getting \$700 a month. Commissioner Sanders explained due to the number of elderly and the condition of the seafood industry, you cannot expect people to have insurance. Commissioner Watson stated hopefully with the updated storm requirements they can minimize the damage. Ms. Belcher reported they will make sure the structures are properly elevated also.

Marcia M. Johnson - Clerk of Courts – Report

Mrs. Johnson did not have a report at this time.

Alan Pierce - RESTORE Coordinator - Report

1-Inform the Board that Commissioner Parrish and I met with US Corps of Engineers representatives on Tuesday, May 10, to discuss the Two Mile Channel. The representatives came out of the Panama City office. They looked at the county owned spoil site while they were here. The spoil site is now heavily forested, and there is more material inside then they expected. It can be reclaimed and the Corps said they would work up some specs on how to do it and report back to the county.

Mr. Pierce reported the County has an obligation to provide a spoil site to them and there is a question about how much the County has to do to provide the site.

The Corps representative said they would begin the process to get the dredging permit from the state. He thought the process would not be that complicated because the spoil site has already been permitted. He hoped to be back in contact with the county in a few weeks.

Mr. Pierce stated they can get the permit for dredging but there is no money for the actual dredging. He explained this information was provided to Commissioner Parrish also.

2-Inform the Board that Commissioner Sanders obtained a new FEMA contact for me to use on the Gulf Shore Blvd project when she went to the Governor's Hurricane Conference. Apparently, FEMA has a local government outreach office in Atlanta that local governments can use when they need assistance with projects. I have called the outreach agent and she is working on getting some answers for what is going on with the Gulf Shore Blvd project. I have asked for a year extension from FEMA for the Gulf Shore Blvd funding as otherwise the funding would expire on June 30, 2016. Mr. Ray Maynard has not yet agreed to any extension across his property for access.

Mr. Pierce reported this office has been in contact with him every day and has some influence because he received an email from Washington this morning.

2- Inform the Board that I will be spending some time in Brevard, NC soon. In order to continue to wrap up the Gulf Shore Blvd project, the Island View project, and a few other items I will continue to use the my current cell phone, and Ipad. I will not be at the June 7 meeting, but I will be back for the June 21 meeting.

Commissioner Sanders said she was glad this one contact with FEMA pushed this project ahead. She stated the person who gave her this name was the person who gave the class she attended at the Hurricane Conference. Mr. Pierce reported he did not know this FEMA office in Atlanta, Georgia even existed and neither did the neighboring counties.

Mr. Pierce stated he talked with the U.S. Treasury yesterday and they want to make the Board aware that he has the authority to bind the County by signing Restore direct component applicant certifications. He explained once the County gets to the project level, he will be acting on the Board's behalf to certify these. Mr. Pierce estimated the County is probably 2 years away from this but he did need to inform the Board. He said there is a revised letter but

Attorney Shuler has not reviewed the letter as it just came in this morning. Mr. Pierce reported the letter they already sent stands as long as he has informed the Board he has this authority. Mr. Pierce stated hopefully the planning grant will be approved the first of June.

Attorney Shuler asked if there is some Board action required for the Dewberry contract. Mr. Pierce reported not at this time. Mr. Pierce stated Preble-Rish has been sold to Dewberry.

Mr. Pierce said Mr. Clay Kennedy, Preble-Rish, is here and they will go look at some roads after the meeting to try and get things on track.

Commissioner Sanders stated Mr. Pierce was one of the individuals who helped the Board get the zoning for Bungalows by the Bay. She said she has thought about this and these individuals have paid \$175,000-\$250,000 for a partnership in Bungalows by the Bay which was the only zoning the County ever had in this category. **Commissioner Sanders made a motion to direct Mr. Pierce, Attorney Shuler and Mr. Mark Curenton to come together with a member of the association of Bungalows By the Bay and try to see what the County can do to help the owners be able to stay in their property and report back to the Board with a recommendation. Commissioner Watson seconded the motion. Motion carried; 4-0.**

Michael Morón - County Coordinator – Report

1. Board action to approve Contingency Modification No. 2 for the Armory Renovation project. There was \$5,000 included in the original contract for contingencies. We previously used \$2,886.16 of that for repairing termite damage in the floor and some other minor changes. This second modification uses the remaining \$2,113.84 for various unforeseen costs in the renovations.

On motion by Commissioner Lockley, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve Contingency Modification No. 2 in the amount of \$2,113.84 for the Armory Renovation Project.

2. Board action to approve Change Order No. 3 for \$1,500 to repair the exterior door on the northwest side of the Armory opening out into the yard. One of these doors has significant areas of rotten wood that need to be replaced. This will result in a final contract price of \$942,851.00

On motion by Commissioner Sanders, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to approve Change Order No. 3 in the amount of \$1,500 for the Armory Renovation Project.

3. Board action to approve Amendment No. 7 for the Armory Renovation project. This amendment increase's Emo Architects, Inc. compensation by \$10,868.10. This amendment

includes an additional \$4,268.10 for architectural fees based on the increase in the construction amount for the drainage work on the Avenue D side of the building and kitchen equipment. It also includes civil engineering fees of \$2,400 for the drainage work and a food service consultant fee of \$4,200 for the kitchen equipment.

Chairman Massey asked if this is the item Commissioner Parrish was worried about. Mr. Moron answered yes, and said he discussed this item with Commissioner Parrish. He explained this was not easy to accomplish as they must match the items in the building and also satisfy the state requirements. Commissioner Sanders reported people don't understand but this is a historic grant to restore the building to its historical value. Mr. Pierce stated the kitchen was renovated with the money they had available but it is not a kitchen where food can be prepared so the County must buy the proper equipment or they will be in violation. Mr. Moron said only warming kitchen equipment can be purchased. **On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to approve Amendment No. 7 for the Armory Renovation Project in the amount of \$10,868.10.**

4. Board action to advertise for the kitchen equipment for the Armory. Birkshire -Johnstone, the Armory renovation contractor, has declined to be involved in the purchase or installation of the kitchen equipment. If the County bids out the equipment we save the sales tax and the contractor's mark-up. The equipment will be paid for out of TDC funds. Staff will work in conjunction with EMO Architects on this project.

On motion by Commissioner Lockley, seconded by Commissioner Sanders, and by unanimous vote of the Board present, it was agreed to advertise for bids for the kitchen equipment for the Armory.

5. Inform the Board that the Legislature funded an \$180,000 renovation grant for the Armory earlier this year. This grant would be used to level and reinforce the floor in the main hall, renovate the remaining windows in the building, install an ADA compliant ramp inside the building and replace the existing front door with one more in keeping with the historical character of the Armory. However, because the Governor didn't authorize our Rural Area of Opportunity (RAO) designation until after the grant application was submitted, the County is responsible for an equal \$180,000 match. Is the Board going to seek a funding source for the \$180,000 match or decline this grant then reapply for the same grant that would only require a 10% match using our RAO designation? The County has until July 1, 2016 to re-apply. Board discussion.

Commissioner Sanders asked if the Legislative Delegation has been contacted. Mr. Moron said he thinks so but he will check. Commissioner Sanders reported the County had the designation and then the Governor was slow in signing the designation. She stated the Legislature has always tried to help the County. Mr. Moron said Mr. Curenton has tried but the State will not

consider it. He agreed to contact the Legislative Delegation. Commissioner Watson asked if the Division of Historical Resources is who Mr. Curenton has been in contact with. Mr. Moron answered yes. Mr. Pierce said the problem is if the County reapplies for the grant, the Legislature may not appropriate any funds for historical preservation. Commissioner Watson said they should try to contact the Legislative Delegation. Commissioner Sanders reported they will know something by the June meetings so the Board can make a decision then. Mr. Pierce explained the estimated cost of construction is \$180,000 so the County's share would be \$90,000. He stated the County would not have to come up with \$180,000 but would have to set aside that much but only use what it takes to complete the repairs. Mr. Moron agreed to contact the Legislative Delegation.

6. Inform the Board that the County is ready to proceed with the replacement of the HVAC unit on the south roof of the Courthouse. There is \$40,250 for this project in this year's budget (Courthouse Maintenance) and the Finance Office anticipates having the other half of the money in the 2016 – 2017 budget. This unit is at the end of its useful life expectancy. Board action to sign a contract with EMO Architects to oversee the project and go out for bids.

On motion by Commissioner Lockley, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to sign a contract with EMO Architects to oversee the replacement of the HVAC unit on the south roof of the Courthouse and to advertise for bids for this project.

7. Inform the Board that staff is ready to move forward with advertising the bids for the Carrabelle Beach Park and St. George Island Beach bathroom renovation projects. Considering the summer visitors to both of these County facilities, staff will implement the following timeline for the projects. Bids will be advertised as two (2) separate projects during the month of June with a deadline of Friday July 1st. Bids will be opened at your Tuesday July 5th meeting then sent to the evaluation committee for review and a recommendation. The Board will receive a recommendation to award the projects at your Tuesday July 19th meeting. Contractors receiving the award will be given 90 days to complete the project with an August 15 start date and include a \$100 per day penalty for failure to complete the project within the allotted time.

Mr. Moron said after talking with Mr. Curenton, it appears it would be better to start this project the Monday after Labor Day. Chairman Massey agreed as there are quite a few visitors on Labor Day Weekend. Commissioner Lockley stated this work needs to be done after the tourists' season slows down because on Labor Day there will be a lot of people. He stated the contractor cannot work when all the people are present. Commissioner Watson agreed vacation house rentals slow down after school starts but agreed after Labor Day Weekend would be fine. Mr. Moron agreed they will change the time schedule.

8. At the May 5th Regular Meeting the Board scheduled workshops on June 7th with Sheriff's Department staff to discuss a private inmate medical provider and with representatives from Tallahassee Memorial to discuss future management of Weems Memorial. The Supervisor of Election has scheduled a Canvassing Board meeting for June 7th at 2:00PM which will require the attendance of Commissioner Sanders and perhaps Attorney Shuler. Board action to reschedule both workshops.

On motion by Commissioner Sanders, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to schedule the workshops for June 21st at 1:30 p.m. Mr. Moron said this is pending Mr. O'Bryant being able to attend this workshop.

9. Board action to adopt a Resolution proclaiming May as Boating Safety Month in Franklin County. The US Coast Guard Auxiliary made this request.

On motion by Commissioner Lockley, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to adopt a Resolution proclaiming May as Boating Safety Month, as follows:

FRANKLIN COUNTY

PROCLAMATION

DECLARING MAY 2016 AS BOATING SAFETY MONTH

WHEREAS, recreational water sports, including boating, sailing, paddling, and fishing, continue to grow in popularity and millions of Americans are choosing this activity as an ideal way to relax with their families, and

**WHEREAS, the increasing public participation in this healthy outdoors sport has empathized the need for greater attention to courtesy and safety to minimize incidents of boating mishaps; and
WHEREAS, drowning remains the number one cause of death for recreational boaters each year and a significant number of boaters who lost their lives by drowning would have a better chance of surviving had they worn their life jackets; and**

WHEREAS, the Flotilla 12 Apalachee Bay, District 8 Coastal Region of the United States Coast Guard Auxiliary supports safe boating and provides safety programs for the general public which results in our waterways being a safer area to participate in this sport, and

WHEREAS, National Safe Boating Week is observed to bring attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience on the water.

NOW, THEREFORE THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS HEREBY PROCLAIMS THE MONTH OF MAY 2016 AS BOATING SAFETY MONTH.

THIS PROCLAMATION PASSED AT THE REGULAR MEETING OF THE BOARD OF COUNTY COMMISSION ON THIS 17TH DAY OF MAY 2016.

s/William Massey
William Massey, Chairman

ATTEST:

s/Marcia M. Johnson
Marsha M. Johnson, Clerk of Court

- 10.** Board action to allow the Franklin County SHIP program to go over the \$25,000 rehabilitation limit for the Betty Prince project. Towards the final phase of the project the contractor discovered issues with the floor structure. The total will not exceed \$26,658.50.

On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to approve exceeding the \$25,000 rehabilitation limit for the Betty Prince Project.

Commissioner Watson inquired if there is update on the shooting range. Mr. Moron said there has not been an update lately so he will ask for one. Mr. Pierce stated the County has moved some dirt in this area.

Commissioner Sanders reported she would like a Resolution drafted recognizing this week as Emergency Medical Service (EMS) Week and thank everyone with the ambulance service, first responders and dispatchers. She stated it is also National Police Week. **On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to adopt a Resolution recognizing this week as EMS Week.**

T. Michael Shuler - County Attorney - Report

Attorney Shuler requested Board action for consideration of the Resolution of Intent to increase the gas tax from 5 cents a gallon to 6 cents a gallon. He stated there is not a full Board present today and the statutory deadline for adoption of the Resolution of Intent is June 10th. He questioned if the Board would like to move forward or table this item until June 7th when hopefully there will be a full Board. Chairman Massey requested the Board address this item on June 7th so Commissioner Parrish can be here to vote. Commissioner Watson inquired if there will be a public hearing and asked about the procedure for this item. Attorney Shuler stated the County has never had interlocal agreements with the cities to divide the gas tax money but the division is made based on a statutory formula. He explained due to a lack of the Interlocal agreements, the Board must adopt the Resolution of Intent by June 10th of this year. He stated the Resolution will be provided to the Department of Revenue (DOR) and a courtesy copy will be provided to the cities. He stated the next step is the conduct a public hearing and adopt the Ordinance by October 1st of this year. Attorney Shuler reported the Ordinance is then given to the Department of Revenue by October 1st and the additional 1 cent goes into

effect on January, 2017. He explained the Board is adopting the Resolution of Intent notifying the public you want to increase the tax by 1 cent. Attorney Shuler said the Ordinance will not be adopted until the public hearing is held. Mr. Pierce stated the cities will then get their share of the increase. He explained the cities are already getting their share of the 5 cents but will then get their share of the 6 cents. Commissioner Lockley said his understanding is once this is done, the County will be eligible for more money. Mr. Pierce said it will give the County an additional \$50,000. He reported it will also make the County eligible for the third pot of money from DOT that the County is not eligible for now. Attorney Shuler advised the Board the \$50,000 is a gross amount to be divided between the County and the cities. Commissioner Watson stated his understanding is this is a good idea as the County can leverage more grants if this is done. Mr. Pierce reported there is another grant the County can apply for but he cannot remember the name of it. He explained the County applies for SCOP (Small County Outreach Program) and SCRAP (Small County Road Assistance Program) but there is also an additional grant. Commissioner Sanders said there is also CIGP (County Incentive Grant Program). She reported the millage rate has to be 8 or the gas tax has to be 6 cents. She stated the County already does SCOP and the CIGP. Commissioner Sanders reported the SCRAP received an additional \$25 million and a lot of money goes to small counties. She said the County would be able to access these funds if the gas tax was increased. Mr. Pierce stated Franklin County is one of the few counties that do not have the 6 cents. Commissioner Watson asked if the surrounding counties are already at 6 cents. Mr. Pierce said he believes they are. Commissioner Sanders reported some of the counties have more than 6 cents. Mr. Pierce said the full local option gas tax is 6 cents and there are different taxes that can be added but they are not recommending adding any other taxes. He clarified the County needs to approve the basic 6 cents in order to access additional funds. Commissioner Watson questioned if they know what portion of the sales tax is paid by the tourists. Mr. Pierce was not sure. Commissioner Watson said in Tallahassee it is 25%. Mr. Pierce said he would think it would be larger here due to the number of rental units.

Commissioners & Public Comments

Commissioner Sanders said at the Hurricane Conference she talked with Mr. Taylor Hood, DEO, about a short term recovery program that was just instituted to help small businesses such as the seafood workers. She explained this program has to run through Career Source. She provided a handout to each Commissioner, Clerk Johnson and Attorney Shuler about this program. She asked staff to contact Mr. Hood to see how this process can be started. She suggested Ms. Kim Bodine, Career Source, may also need to be contacted. Commissioner Sanders reported this program may help individuals working in the oyster industry to supplement their income. Commissioner Sanders said the employer must also participate. She reported after telling them the individuals were self employed, they said the program would work through Career Source. **On motion by Commissioner Sanders, seconded by Commissioner Lockley, and by unanimous vote of the Board present, it was agreed to direct Attorney Shuler to get the information and put this item through the appropriate channels to get the program started through Career Source.**

Commissioner Watson reported the 10th Anniversary of Rock by the Sea was held on St. George Island last weekend. He said the event was sold out and there were visitors from 28 states and 2 foreign countries.

Ms. Virginia Fordham Poole, a resident of Eastpoint, informed the Board she rents a lot and needs a power meter on the power pole and an inspection from Planning & Zoning. She said they cannot give this because it is a travel trailer. She explained the travel trailer has been there for years and is hooked up to water and sewer. Ms. Poole stated she is getting her power from another person and needs her own light bill. Attorney Shuler reported the Board does not have enough information to make a decision but have County Ordinances that may prohibit this activity. He recommended the Board table this item and direct him and staff to look into this matter and see if there is a way to help within the law. He said more information is needed before the Board acts on this request. Ms. Poole stated 5 campers have been removed from this property and there are only two remaining. **On motion by Commissioner Sanders, seconded by Commissioner Watson, and by unanimous vote of the Board present, it was agreed to ask Ms. Poole to meet with Attorney Shuler and see what can be done.**

Adjourn

There being no further business to come before the Board, the meeting was adjourned at 10:43 a.m.

William Massey - Chairman

Attest:

Marcia M. Johnson - Clerk of Courts