

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
COURTHOUSE ANNEX, COMMISSION MEETING ROOM
NOVEMBER 5, 2024
9:00 AM
MINUTES**

Commissioners Present: Ricky Jones-Chairman, Jessica Ward-Vice-Chairman, Cheryl Sanders, Office Amison, and Anthony Croom, Jr.

Others Present: Michele Maxwell-Clerk of Court, Michael Shuler-County Attorney, Michael Moron-County Coordinator, Erin Griffith-Fiscal Manager/Grants Coordinator, and Jessica Gay-Clerk to the Board

Call to Order

Chairman Jones called the meeting to order.

Invocation and Pledge of Allegiance

Commissioner Ward led the Board in prayer followed by the Pledge of Allegiance.

Approval of the Agenda

Additions to the agenda

Erin's report item #11: PeoplesSouth quote received; item changed some. PeoplesSouth was able to beat John Deere rate. Late adds: Action items 14 and 15 and Board information

On a motion by Commissioner Sanders, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board approved the agenda with changes. Motion carried 5-0.

Approval of Minutes and Payment of County Bills

- 1. County Bill List for Payment**
- 2. Approval of Minutes**

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved the County Bill List for Payment and the FCBCC Regular Meeting minutes from October 15, 2024. Motion carried 5-0.

Public Comments

Chris Karagiannis with Monolith Construction gave an update on what is going on at the courthouse. He noted they are making great progress, and it looks like they will be done by the end of the year. Windows broken replaced, all glazing and griding of windowpanes have been done. We are actually working on the annex part now.

Richard Bracken introduced recycling program a couple of months ago. Approximately 70 customers signing up for services. We received about two dozen positive inquiries at the seafood festival. Plan to bring it to the city of Carrabelle sooner than expected. They seem to be very interested in our services.

Department Directors Reports

3. Howard Nabors – Superintendent of Roads and Bridges

Informational only.

4. Fonda Davis – Solid Waste Director

Informational only.

5. Jennifer Daniels – Emergency Management Director

1. Requests the board of County Commissioners approval and retroactive signing of the LSE for Hurricane Helene on October 7, 2024.

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved the LSE for Hurricane Helene on October 7, 2024, and approved the Chairman to retroactively sign. Commissioner Ward noted that she wants the public to be aware that LSE stands for Local State of Emergency. **Motion carried 5-0.**

2. Requests the board of County Commissioners approval and signing of the Federally Funded Subaward and Grant Agreement for Hurricane Debby.

On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board approved the Federally Funded Subaward and Grant Agreement for Hurricane Debby, and approved the Chairman to retroactively sign. Motion carried 5-0.

3. Requests the board of County Commissioners approval and signing of the Emergency Management Performance Grant for fiscal year 2024/2025.

On a motion by Commissioner Amison, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved the Emergency Management Performance Grant for fiscal year 2024/2025, and approved the Chairman to retroactively sign. Motion carried 5-0.

3. Amison, Sanders

Commissioner Ward noted that she has been getting some calls about the debris pickup. Ms. Anthony noted that the contractors have picked up the debris, however, if they contact our office, we will get with Fonda to get that picked up.

6. Dewitt Polous – Mosquito Control Director

Informational only.

7. Erik Lovstrand – Extension Office Director

Informational only.

8. Whitney Roundtree – Library Director

Informational only.

RFP/RFQ/Bid Opening

9. SEALED BIDS: SGI BEACH PARK FACILITIES UPGRADES

Project is located in Franklin County, Florida and consists of demolition of an existing basketball/pickleball court and constructing one shared basketball/pickle ball court, a new pickleball court, two pavilions, a water fountain, a bicycle parking rack, and other associated appurtenances.

Mr. Moron and Mrs. Griffith opened the sealed bids as follows:

COMPANY	LOCATION	BID AMOUNT	BID BOND
GeoFlora Group	Apalachicola, FL	\$327,602.80	YES
Premier Surface Solutions, Inc	Tallahassee, FL	(1) \$278,900 base (2) \$289,650	YES YES
BGN Contractors	Panama City, FL	\$699,216.33	YES

Mrs. Griffith noted for the record that Premier Surface Solutions, Inc. submitted two different bids on different dates with different amounts. She will submit both to Dewberry for their review and clarification.

On a motion by Commissioner Sanders, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized staff to release the bid packages to Dewberry for their review and recommendation. Motion carried 5-0.

10. SEALED BIDS: LANARK EMS HEADQUARTERS

Project is located in Franklin County, Florida and consists of constructing a new EMS building along with associated appurtenances. The building will be placed in Lanark adjacent north of the Oak St and Spring St intersection.

COMPANY	LOCATION	BID AMOUNT	BID BOND
BGN Contractors	Panama City, FL	\$1,595,416.44	YES
Oliver Sperry Renovation	Tallahassee, FL	\$1,097,430	YES
Monolith Construction	Port St Joe, FL	\$1,272,028	YES

On a motion by Commissioner Sanders, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized staff to release the bid packages to Dewberry for their review and recommendation. Motion carried 5-0.

11. SEALED BIDS: SGI STORMWATER DRAINAGE IMPROVEMENTS

The project consists of improvements to the St. George Island Stormwater System. These improvements include but are not limited to the addition of new stormwater pipes, stormwater structure, and the construction of new stormwater ponds. These improvements will be located on St. George Island from approximately 3rd Street West to 3rd Street East.

Commissioner Ward noted that we are getting a lot more local bids. Chairman Jones noted that the system where contractors can sign up for alerts is working really well. **On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized staff to release the bid packages to Dewberry for their review and recommendation.** Chairman Jones thanked the board members today as well as the ones he has worked with in the past to get this project going. Believes it will be a huge help. **Motion carried 5-0.**

County Staff & Attorney Reports

12. Erin Griffith – Fiscal Manager/Grants Coordinator

1. BOARD ACTION: LAP Otterslide Sidewalk Design Grant Award Agreement

The Florida Department of Transportation has awarded Franklin County a \$46,000 design grant for the Otterslide Sidewalk project. This agreement will fund the survey, design, permitting, construction plans and bid documents for .84 miles of 5’ wide ADA compliant sidewalk along the West side of Otterslide Road and North side of Avenue A.

Board action to approve and authorize the chairman to sign the attached FDOT Agreement and resolution of authorization.

On a motion by Commissioner Ward, seconded by Commissioner Croom, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to

sign the attached FDOT Agreement and resolution of authorization listed below. Commissioner Ward thanked fellow commissioners who voted this noting this was one of the things she was passionate about coming onto the board. **Motion carried 5-0.** Commissioner Ward noted that she wants to add Carrabelle to the new round of sidewalks.

RESOLUTION

WHEREAS, the Florida Department of Transportation has proposed to enter into a Local Agency Program (LAP) Agreement with the Franklin County Board of County Commissioners to design a sidewalk on Otter Slide/Avenue A to Vrooman Park, and

WHEREAS the Florida Department of Transportation requires Franklin County to submit a resolution authorizing the Chairman to sign the LAP Agreement,

NOW, THEREFORE, BE IT RESOLVED BY THE FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS that the Local Agency Program Agreement (FPN 449919-1-38-01) between the Florida Department of Transportation and the Franklin County Board of County Commissioners for \$46,000.00 is hereby approved and the Chairman of the Board is hereby authorized to sign the LAP Agreement.

Done this 5th day of November 2024, at a regular meeting of the Franklin County Board of County Commissioners at Apalachicola, Florida.

2. BOARD ACTION: GRANT AWARD AGREEMENT TIME EXTENSION 22FR1

At the August 24, 2021, meeting the Board approved a \$200,000 grant agreement with the Florida Department of Environmental Protection's Beach Management Division for the design and permitting phase of the Alligator Point Beach Nourishment Project. As stated during the August 2021 meeting, the Board is not obligated to proceed with construction, only completion of the scope approved by FDEP in the grant award agreement. The original construction cost estimate of \$10,000,000 was mentioned in 2021 for approximately 1.3 miles of shoreline. The approved task order with MRD Associates is fully funded by the FDEP grant and will include the necessary surveys, design, true cost estimates based on material quantities and issuance of the regulatory permits for the beach nourishment project, should the community and Board ever decide to move forward. The permitting process is lengthy with beach

renourishment projects and the attached grant award agreement extension will extend the grant through December 31, 2026, which will allow for sufficient time for the issuance of the permits. Once issued, the permit will be valid for a period of *ten* years.

Board action to approve and authorize the chairman to sign the attached amendment.

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached amendment. Motion carried 5-0.

3. BOARD ACTION: NOTICE OF INTENT TO AWARD RESTORE SGI STORM WATER IMPROVEMENT CEI SERVICES

At the last meeting, the Board opened responses to the RFQ for Professional Engineering and Construction Oversight Services for the RESTORE SGI Storm Water Improvement Construction Project and released the responses to the ranking committee for review and recommendation. There were two respondents to the RFQ, AECOM and Southeastern Consulting Engineers. The committee has reviewed and scored the responses and recommends award to the highest ranked

respondent Southeastern Consulting Engineers.

Board action to issue the notice of intent to award to Southeastern Consulting Engineers and authorize staff to begin contract negotiations.

On a motion by Commissioner Amison, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board issued the notice of intent to award to Southeastern Consulting Engineers and authorized staff to begin contract negotiations. Motion carried 5-0.

4. BOARD ACTION: RESTORE SGI STORM WATER IMPROVEMENT CONSTRUCTION ADVERTISEMENT, BIDDING AND AWARD SERVICES – DEWBERRY TASK ORDER

The planning and design work, permitting and construction plans were completed for the SGI Storm Water Project back in 2022. From that point, the county had to amend the multi-year implementation plan to include the construction cost estimates and the US Treasury had to formally approve the plan before the county was allowed to submit the construction funding application. Just recently, the county received the construction grant award and opened the construction bid responses earlier today.

Dewberry Engineers developed the plans over two years ago and as that contract was solely for the design and permitting work, Dewberry has assisted the county in updating the construction bid specifications and advertisements, issuing addendums, hosting the mandatory pre-bid meetings, answering questions from bidders and will now review the construction bids. As all of these services are necessary for the project, they are however, not covered by either RESTORE grant (design or construction).

Board action to approve the attached \$5,000 task order with Dewberry Engineers for the bidding and contract award services mentioned above to be paid by the board's professional services line item.

On a motion by Commissioner Sanders, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved the attached \$5,000 task order with Dewberry Engineers for the bidding and contract award services mentioned about to be paid by the Board's professional services line item. Motion carried 5-0.

5. BOARD ACTION: RESTORE TASK ORDERS – LANGTON AND ASSOCIATES

Staff has requested the attached two task orders from the county's RESTORE consultant Langton and Associates. Once the latest amendment (which included the transfer station as a project) to the multi-year implementation plan was accepted by Treasury, the county is now approved to submit a grant application for the project. In the attached hourly task order #1 to not exceed \$7,020, Langton will assist in the development and submission of the construction grant application.

- a.** Board action to approve and authorize the chairman to sign the attached task order for the Landfill Transfer Station Project.

On a motion by Commissioner Croom, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached task order for the Landfill Transfer Station Project. Motion carried 5-0.

Now that the over \$4 million dollar SGI Storm Water Project is moving to the construction phase,

the attached hourly to not exceed \$20,436 task order #3 with RESTORE consultant Langton and Associates will assist the county with the Treasury compliance reviews, federal reporting requirements and the federal grant award closeout requirements.

- b.** Board action to approve and authorize the chairman to sign the attached task order for the SGI Storm Water Project.

On a motion by Commissioner Ward, seconded by Commissioner Croom, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached task order for the SGI Storm Water Project. Motion carried 5-0.

6. BOARD ACTION: TASK ORDER – SGI MULTI USE PATH RESURFACING 3RD STREET E TO 3RD W

In October, the county's SGI Multi Use Path Resurfacing Project was approved as a Type 1 Categorical Exclusion. A Type 1 Categorical Exclusion is granted after a long list of NEPA (National Environmental Policy Act) documentation is submitted for review and a project is then determined unlikely to have a significant and/or negative impact on the environment. This approval allows the county to move forward without further environmental assessments or impact statements. Franklin County follows the Consultants' Competitive Negotiation Act (F.S. 287.055) in selecting engineering firms for design improvements and the ongoing county engineering contract with Dewberry and Florida Statute 287.055 allows for the county to negotiate with the contracted engineer for this project. County staff have negotiated with county engineers Dewberry for the design, surveying, development of construction bid specs and construction inspection for this project and recommends approval of the attached task order in the amount of \$51,500.

Board action to approve and authorize the chairman to sign the attached task order with Dewberry Engineers for the SGI Multi-Use Path Project.

On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached task order with Dewberry Engineers for the SGI Multi-Use Path Project. Motion carried 5-0.

7. BOARD ACTION: CHANGE ORDER #1 SCOP HICKORY DIP ROAD PROJECT

The widening and resurfacing of Hickory Dip Road is currently underway. Two existing driveways will require additional linear footage of pipe and couplings to remain the same width. FDOT does not have additional funds to fund the additional materials and labor, however, Commissioner Jones would like for the driveways impacted by the project to be restored. The attached change order #1 from contractor Pigott Asphalt in the amount of \$5,386.34 will cover the cost of the additional pipe and couplers and will keep the driveways at the existing width on the right-of-way.

Board action to approve and authorize the chairman to sign the attached Change Order #1 with the additional cost being paid by District 1's paving funds.

On a motion by Commissioner Croom, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached Change Order #1 with the additional cost being paid by District 1's paving funds. Commissioner Croom asked if there were only two roads that would need this. Erin noted that it was just the two that were impacted. **Motion carried 5-0.**

8. BOARD ACTION: FINAL CHANGE ORDER CR67 PHASE II

Attached is the 4th and final change order for contractor Roberts and Roberts for the CR67 Phase II widening and resurfacing project. Originally, Commissioner Sanders had pledged up to \$95,163.26 to fund the additional cost of the 1' of paved shoulders for this roadway section when the base bid values came back more than anticipated and more than the grant award. With the cost reduction of change order #1 and this change order #4 final reconciliation of quantities (-\$48,561.53) the final contract price will be \$1,766,598.73. The final contribution from District 2's paving funds will be \$26,269.73.

Board action to approve and authorize the chairman to sign the attached final Change Order #4 for the CR67 Phase II Project.

On a motion by Commissioner Sanders, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the attached final Change Order #4 for the CR67 Phase II Project. Commissioner Ward inquired about change orders. Is there are set limit on how many change orders we can receive? Mrs. Griffith noted that there is no limit. She noted that with this project there was actually two no cost time extensions from the striping mishap and weather. **Motion carried 5-0.**

9. BOARD ACTION: 2024 PROCUREMENT POLICY UPDATE

At the last meeting, I mentioned updating the county's procurement policy to move some of the threshold values for multiple quotes and bids as the existing \$10,000 thresholds has proven to be too low. It is difficult and slows progress for county departments and county projects to require multiple quotes for small jobs when there are a limited number of responsive vendors and the rising costs of materials. In order for the county to be able to quickly make necessary repairs, make small improvements or timely replace broken or damaged equipment the revision below is proposed. Also included in the revised policy are updates to some of the federal procurement provisions. The attached will change the formal bid solicitation threshold from \$25,000 to \$40,000. Purchases of \$40,000 or more will have to be properly advertised and awarded at a public meeting. Tiered purchases from \$25,000 to \$40,000 (previously \$10,000 to \$25,000) will require the informal solicitation of (3) quotes and approval by the County Coordinator or Fiscal Manager. An excerpt of the purchasing categories and thresholds is pasted below:

PURCHASING CATEGORIES: REQUIREMENTS

The following categories establish requirements for purchases by amount. Each order must be signed by the proper signing authority.

Orders up to \$25,000: Multiple quotes are not required. Best practices should be used to ensure a competitive and reasonable price for all purchases. Purchase order to be issued by Fiscal Manager for all orders for equipment over \$10,000.

Orders over \$25,000 not exceeding \$40,000: Three electroic solicitation requests are required when the purchase is anticipated to meet the threshold. At least (3) vendors should be solicited, the number may be reduced to (2) venfores when the County Coordinator or Fiscal Manager determine that (3) vendors are not available, and price, availability, etc. should be requested. The order must be awarded to the vendor quoting the lowest price, including consideration of all other factors. Supporting documentation of quote solicitation must be provided and available upon request.

Orders over \$40,000: Competitive Solicitation Procedures required.

PURCHASING CATEGORIES; REQUIREMENTS

The following categories establish requirements for purchases by amount. Each order must be signed by the proper signing authority.

Orders up to \$25,000	Multiple quotes are not required. Best practices should be used to ensure a competitive and reasonable price for all purchases. Purchase order to be issued by Fiscal Manager for all orders for equipment over \$10,000.
Orders over \$25,000 not exceeding \$40,000	Three electronic solicitation requests are required when the purchase is anticipated to meet the threshold. At least (3) vendors should be solicited, the number may be reduced to (2) vendors when the County Coordinator or Fiscal Manager determine that (3) vendors are not available, and price, availability, etc. should be requested. The order must be awarded to the vendor quoting the lowest price, including consideration of all other factors. Supporting documentation of quote solicitation must be provided and available upon request.
Orders over \$40,000	Competitive Solicitation Procedures required.

Board action to approve and authorize the chairman to sign the updated county procurement policy.

On a motion by Commissioner Amison, seconded by Commissioner Croom, and by a unanimous vote of the Board present, the Board approved and authorized the Chairman to sign the updated county procurement policy. Chairman Jones asked if there was a reason why we chose \$40k instead of \$50k. Mrs. Griffith noted that just because it still seems conceptually like a lot of money. **Motion carried 5-0.**

10. BOARD ACTION: RANKING GRANT ADMINISTRATION RFP RESPONDENTS

At the October 1st meeting, the Board opened responses to the RFP for grant administration services. These services include general program assistance with applications and financial reporting for certain programs such as the American Rescue Plan, HMGP projects, and legislative line-item appropriation requests. There were three respondents to the RFP: Anser Advisory, The Management Experts and Metric Consulting. The ranking review committee recommends issuance of a notice of award to the highest ranked firm, The Management Experts.

Board action to issue a notice of intent to award to The Management Experts and authorize staff to begin contract negotiations.

On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board authorized issuing a notice of intent to award to The Management Experts and authorized staff to begin contract negotiations. Motion carried 5-0.

11. BOARD ACTION: TRACTOR FOR AIRPORT

Attached is a \$121,438.03 quote from Ag Pro Equipment for a new John Deere 5120M Utility Tractor with grapple and cage based on Sourcewell contract pricing. Included on the quote is a \$20,000 trade-in for the old John Deere 5625 tractor. To date, the county has received financing quotes direct from John Deere and also from Leasing 2 of Tampa. We are waiting for quote responses from Centennial Bank and Peoples First. Thus far, the best rate has been 5.95% fixed for 36 months direct through John Deere.

****LATE UPDATE TO REPORT:** PeoplesSouth responded late afternoon yesterday with a rate proposal of 5.25% fixed for 36 months, see revised action item b.

- a. Board action to approve the purchase of the new tractor and authorize the trade-in/removal

of the old John Deere 5625 from county inventory.

On a motion by Commissioner Amison, seconded by Commissioner Croom, to approve the purchase of the new tractor and authorized the trade-in/removal of the old John Deere 5625 from county inventory. Motion carried 5-0.

- b. Board action to approve the chairman to sign the credit application with PeoplesSouth Bank and the finance package once reviewed by attorney Shuler and confirmation that PeoplesSouth has the best rate.

On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board approved the Chairman to sign the credit application with PeoplesSouth Bank and the finance package once reviewed by Attorney Shuler and it is confirmed PeoplesSouth has the best rate. Attorney Shuler asked that if maintenance is not determined to be done in Apalachicola or if warranty is not included, do I need to bring this back to you? Chairman Jones noted yes, with Ward and Sanders verbally confirming. **Motion carried 5-0.**

12. BOARD ACTION: Budget Resolutions – Fiscal Year 2023/2024

Attached are resolutions for the adoption of unanticipated revenues as part of the end-of-the-fiscal year bookkeeping. These funds were not included in your original adopted 2023/2024 budget because at the time of budget adoption they were unanticipated. Florida Statute 129 allows a county 60 days after the end of a fiscal year to incorporate unanticipated revenues into the prior year's budget.

The 1st resolution is for \$25,793 in state grant revenues received for the Old Ferry Dock Boat Ramp Construction Project. The 2nd resolution is for \$131,920 in federal funds received from the LATCF program. The 3rd resolution is for \$200,000 in state grant revenues received for the Vrooman Park FRDAP Project. The 4th resolution is for \$73,422 in contributions/donations received for the replacement of the theater seats at Chapman Auditorium. The 5th resolution is for \$418,363 in state grant funds received as part of the legislative appropriation request for the Lanark/St. James VFD truck. The 6th resolution is for \$40,565 in federal grant revenues received for the County Wide Dune Restoration RESTORE project.

Board action to adopt the attached budget resolutions.

RESOLUTION

WHEREAS Franklin County is a political subdivision of the State of Florida and subject to Florida Statutes Chapter 129 regarding preparation of budgets, and

WHEREAS FS 129.06 provides for budget amendments for unanticipated revenues, and

WHEREAS Franklin County will receive unanticipated state grant revenues in the amount of \$25,793.00 from the Florida Fish and Wildlife Conservation Commissioner for the payment of expenses relative to the Old Ferry Dock Boat Ramp Project and

WHEREAS, said revenue is needed to pay certain expenditures incurred in Fiscal Year 2023-2024 and

WHEREAS FS 129.06(2)(d) provides for budget amendments in relation to receipts and expenditures of the nature that is received, and WHEREAS this section requires the Board of County Commission to spread on its minutes the expenditures for the purpose of:

143.43.539.6305 Infrastructure-Old Ferry Dock Boat Ramp \$25,793.00

NOW THEREFORE BE IT RESOLVED, Franklin County Board of County Commissioners appropriates these unanticipated revenues in the amount of \$25,793.00 in the BOATING IMPROVEMENT FUND to comply with FS 129(2)(d).

THIS RESOLUTION ADOPTED by the Franklin County Board of County Commissioners this 5th day of November 2024.

RESOLUTION

WHEREAS Franklin County is a political subdivision of the State of Florida and subject to Florida Statutes Chapter 129 regarding preparation of budgets, and

WHEREAS FS 129.06 provides for budget amendments for unanticipated revenues, and

WHEREAS, said revenue is needed to pay certain expenditures incurred in Fiscal Year 2023-2024 and

WHEREAS FS 129.06(2)(d) provides for budget expenditures incurred in Fiscal Year 2023-2024 and

WHEREAS this section requires the Board of County Commission to spread on its minutes the expenditures for the purpose of:

001.20.572.6203	Buildings-LATCF Program	\$99,945.00
001.20.572.6318	Infrastructure-LATCF Program	\$31,975.00

NOW THEREFORE BE IT RESOLVED, Franklin County Board of County Commissioners appropriates these unanticipated revenues in the amount of \$131,920.00 in the GENERAL FUND to comply with FS 129(2)(d).

THESE RESOLUTION ADOPTED by the Franklin County Board of County Commissioners this 5th day of November 2024.

RESOLUTION

WHEREAS Franklin County is a political subdivision of the State of Florida and subject to Florida Statutes Chapter 129 regarding preparation of budgets, and

WHEREAS FS 129.06 provides for budget amendments for unanticipated revenues, and

WHEREAS Franklin County will receive unanticipated state grant revenues in the amount of \$200,000.00 from the Florida Department of Environmental Protection's FRDAP program for the payment of expenses relative to the Vrooman Park Improvement Project.

WHEREAS said revenue is needed to pay certain expenditures incurred in Fiscal Year 2023-2024 and

WHEREAS FS 129.06(2)(d) provides for budget amendments in relation to receipts and expenditures of the nature that is received, and

WHEREAS this section requires the Board of County Commission to spread on its minutes the expenditures for the purpose of:

001.20.572.6317	Infrastructure-Vrooman Park	\$200,000.00
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NOW THEREFORE BE IT RESOLVED, Franklin County Board of County Commissioners appropriates these unanticipated revenues in the amount of \$200,000.00 in the GENERAL FUND to comply with FS 129(2)(d).

THIS RESOLUTION ADOPTED by the Franklin County Board of County Commissioners this 5th day of November 2024.

RESOLUTION

WHEREAS Franklin County is a political subdivision of the State of Florida and subject to Florida Statutes Chapter 129 regarding preparation of budgets, and

WHEREAS FS 129.06 provides for budget amendments for unanticipated revenues, and

WHEREAS Franklin County will receive unanticipated contributions and donations in the amount of \$73,422.00 from the Panhandle Players for the payment of expenses relative to the new theater seats at Chapman Auditorium.

WHEREAS said revenue is needed to pay certain expenditures incurred in Fiscal Year 2023-2024 and

WHEREAS FS 129.06(2)(d) provides for budget amendments in relation to receipts and expenditures of the nature that is received, and

WHEREAS this section requires the Board of County Commission to spread on its minutes the expenditures for the purpose of:

001.20.511.6200 Buildings-Chapman Seating \$73,422.00

NOW THEREFORE BE IT RESOLVED Franklin County Board of County Commissioners appropriates these unanticipated revenues in the amount of \$73,422.00 in the GENERAL FUND to comply with FS 129(2)(d).

THIS RESOLUTION ADOPTED by the Franklin County Board of County Commissioners this 5th day of November 2024.

RESOLUTION

WHEREAS Franklin County is a political subdivision of the State of Florida and subject to Florida Statutes Chapter 129 regarding preparation of budgets, and

WHEREAS FS 129.06 provides for budget amendments for unanticipated revenues, and

WHEREAS Franklin County will receive unanticipated state grant revenues in the amount of \$418,363.00 from the State Fire Marshal's Office for the payment of expenses relative to the legislative line-item appropriation for the Lanark St. James VFD Fire Truck.

WHEREAS said revenue is needed to pay certain expenditures incurred in Fiscal Year 2023-2024 and

WHEREAS FS 129.06(2)(d) provides for budget amendments in relation to receipts and expenditures of the nature that is received, and

WHEREAS this section requires the Board of County Commission to spread on its minutes the expenditures for the purpose of:

001.20.511.6401 Machinery & Equipment-Fire Truck Grant \$418,363.00

NOW THEREFORE BE IT RESOLVED Franklin County Board of County Commissioners

appropriates these unanticipated revenues in the amount of \$418,363.00 in the GENERAL FUND to comply with FS 129(2)(d).

THIS RESOLUTION ADOPTED by the Franklin County Board of County Commissioners this 5th day of November 2024.

RESOLUTION

WHEREAS Franklin County is a political subdivision of the State of Florida and subject to Florida Statutes Chapter 129 regarding preparation of budgets, and

WHEREAS FS 129.06 provides for budget amendments for unanticipated revenues, and

WHEREAS Franklin County will receive unanticipated federal grant revenues in the amount of \$40,565.00 from the United States Treasury for the payment of expenses relative to the RESTORE County-Wide Dune Restoration Project.

WHEREAS said revenue is needed to pay certain expenditures incurred in Fiscal Year 2023-2024 and

WHEREAS FS 129.06(2)(d) provides for budget amendments in relation to receipts and expenditures of the nature that is received, and

WHEREAS this section requires the Board of County Commission to spread on its minutes the expenditures for the purpose of:

001.20.572.3403 Professional Services-RESTORE Co. Wide Dune \$40,565.00

NOW THEREFORE BE IT RESOLVED Franklin County Board of County Commissioners appropriates these unanticipated revenues in the amount of \$40,565.00 in the GENERAL FUND to comply with FS 129(2)(d).

THIS RESOLUTION ADOPTED by the Franklin County Board of County Commissioners this 5th day of November 2024.

On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board adopted the budget resolutions listed above. Motion carried 5-0.

13. BOARD ACTION: ADDITIONAL COUNTY SURPLUS EQUIPMENT TO BE SENT TO AUCTION

At 9:00 a.m. on November 16th, the morning of the Forgotten Coast Freedom Fest at the county airport in Apalachicola, the county will hold a surplus equipment auction. The Airport and County Road Department have sent their lists of equipment below to be sent to the auction. The auctioneers' flyer is pasted below.

AIRPORT AND ROAD DEPARTMENT ITEMS

Items for Auction	Department	Serial Number or VIN	Property Tag Number
2000 Mack Lowboy Truck	Road Department	1M1AA13Y0YW124190	VEHICLE TAG 68171

1995 35 Ton Wallace Trailer	Road Department	Model LBT35-2 / SN LBT35-2-7000-0117	PROP TAG A003173, VEHICLE TAG 68235
2003 Chevy Blazer	Road Department	1GNDDT13X44K12277 3	PROP TAG A004392, VEHICLE TAG 93541
GMC Sierra 2005	Park & Rec	1GTEK192552178349	
JOHN DEERE 110 4X4 TRACTOR/BACKHO E	Airport		A004672
2013 INTERNATIONAL 4300 TYMCO SWEEPER TRUCK	Airport		
2018 CHEVROLET TAHOE	Airport		
2006 JOHN DEERE ZERO TURN MOWER	Airport		
2003 JOHN DEERE SWEEPER ATTACHMENT	Airport		
2003 JOHN DEERE STUMP GRINDER	Airport		
7' TREE CUTTER	Airport		
* ? PULL BEHIND SWEEPER	Airport		
JOHN DEERE UTV	Airport		
AGRI METAL PULL BEHIND BLOWER ATTACHMENT	Airport		
2- SARLO PUSH MOWER	Airport		
3- 45 GALLON PUMP SPRAYERS	Airport		
2003 7' BUSH HOG	Airport		
2 - REAR TRACTOR TIRES AND RIMS	Airport		
OLD ELECTRIC GATE CONTROL BOX	Airport		

500 GALLON GAS POWERED SPRAYER W/ WAND	Airport		
HIGH PRESSURE HOSE ON REEL	Airport		
1- TRACTOR TIRE AND RIM	Airport		
1 TRACTOR RIM	Airport		
10 OLD BATTERIES	Airport		
* BROKEN RUNWAY LIGHTS	Airport		
SCRAP METAL PIPES ETC...	Airport		
1997 FORD ESCORT (UNKNOWN YEAR & MILEAGE)	Airport		
6' CONCRETE CULVERT	Airport		
25 GALLON FUEL TANK	Airport		

Board action to approve sending the items below to auction and the subsequent removal from county inventory once sold.

Items approved at previous meeting for the Solid Waste and Parks Departments:

Items for Auction	Department	Serial Number	Property Tag Number
JRB Tractor Bucket 544J	Solid Waste	0408AKR5033	
Eagle Bearer Trailer 2002	Solid Waste	112HAT3002PO5758 8	
Old Root Rake	Solid Waste	N/A	
GMC Sierra 2005	Park & Rec	1GTEK192552178349	
Chevrolet Silverado 2007	Park & Rec	2GCEK13C97168384 4	
2005 Freightliner Dump	Solid Waste	1FVACXCS06HW700 20	A004485
6 Wheel Gator	Park & Rec	IMO550TBHDM02337 2	
John Deere Gator	Park & Rec	IMO550TBAGMO508 47	A005199
Husqvarna Zero Turn	Park & Rec	N/A	A005251
International Crew Cab 1996	Solid Waste	1HTSCAAN8TH35834 3	A003239

International Crew Cab 2008	Solid Waste	1HTMMAAN28H6381 88	A004725
2019 BUS/ Van	Park & Rec	1FBZX2ZM5KKA53681	A005405 (Removed from Auction List – being transferred to Airport at next meeting)

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board authorized the list of equipment to be sold at auction on November 16th. Commissioner Ward asked if the public could go online to look at the items. Mrs. Griffith noted that anyone can go to the airport and view the items in person. They would need to contact Mr. Scott Kelly. **Motion carried 5-0.**

Chairman Jones called for public comments on the items added to the agenda and there were none.

14. LATE ADD: BOARD ACTION: FINAL COST UPDATE – TDC PUBLIC SAFETY SERVICES -SGI VFD ATV &MEDICAL SLED

In August of 2023, the SGI VFD had requested assistance from the TDC to purchase a beach compatible ATV and medical sled. Once the TDC spending plan was formally amended in February to include the 10% public safety services expenditures, the BOCC and TDC board approved the request. In the attached reimbursement request, the actual cost of the beach compatible ATV and medical sled was \$29,245.44 instead of the 2023 estimate of \$25,618.90.

Board action to approve reimbursement to the VFD for the actual cost of \$29,245.44.

On a motion by Commissioner Ward, seconded by Commissioner Croom, and by a unanimous vote of the Board present, the Board approved reimbursement to the VFD for the actual cost of \$29, 245.44. Motion carried 5-0.

15. LATE ADD: BOARD ACTION: SGI FISHING PIER COMPLETE CLOSURE FOR REPAIR

Late yesterday, the county received notice that the special-order lumber for the fishing pier repair will arrive this week and the contractor will be on-site beginning demolition of the wooden section of the pier. As the pier will be completely inaccessible and dangerous during this repair, the area should be closed to all traffic – vehicular access has been restricted already due to the hurricane damage to the access road. The contractor estimates that it will take approximately three weeks to demo and replace the decking on the fishing pier.

Board action to completely close the SGI fishing pier and access road area to vehicular and foot traffic for three weeks beginning tomorrow, November 6th – November 27th.

On a motion by Commissioner Ward, seconded by Commissioner Amison, and by a unanimous vote of the Board present, the Board approved completely closing the SGI fishing pier and access road area to vehicular and foot traffic for three weeks beginning tomorrow, November 6th – November 27th. Motion carried 5-0.

16. LATE ADD: BOARD INFORMATION – UPDATES TO PERSONNEL RULES

The county’s personnel rules have not been updated since 2012 and in addition to changes due to

wage and hour laws, various policy changes enacted by the BOCC will also need to be incorporated. The county's labor attorney will review the current policy and the draft update, and I hope to have a working draft back to you all by the next commission meeting.

17. INFO Lease from Sylvester Park

13. Michael Morón– County Coordinator

1. Discussion/Action Item: Hangar Lease Buyout

Over the last few months, Commissioner Amison met with a few companies that are interested in locating their operations at the county's airport and with Haney representatives who would like to open their first satellite location at the county's airport. These scenarios would result in economic development and job creation. A common request from Haney and the companies is the use of the hangar now occupied by Mr. Randall Terry. Mr. Terry is in the middle of the current lease and has a first right of refusal for a lease extension. Commissioner Amison and Mr. Terry discussed his future use of the hangar. After a few meetings, Mr. Terry informed Commissioner Amison that he would accept a \$50,000 buyout of his current lease. Initially, this may seem like an expensive proposition, however, the availability of that hangar could be the factor that would encourage a company to locate at the airport and provide economic and job opportunities for the county. Commissioner Amison has additional comments. Board discussion and possible action on authorizing Attorney Shuler to create an amendment to Mr. Terry's lease with a \$50,000 buyout.

Commissioner Amison noted that we have gotten a firm commitment from Haney. The only other option is the overhead space in the Randolph hangar. We visited with Mr. Terry. At first, I did not like the idea of trying to buy someone out of the hangar. He has done a lot of work to the hangar. It already has wall petitions in it and would be ready to hit the ground running. You would be looking at around \$50k to make the other hangar ADA compliant. Mr. Terry has the right of first refusal on the hangar. We have got to start getting fair market value for these hangars. Commissioner Ward asked when the lease is up. Is Haney wanting to come now? Commissioner Amison noted that Haney wants to come starting in the fall of next year. Commissioner Ward asked where these funds would come from. Mr. Moron noted that it would come from airport fund. Commissioner Croom asked Attorney Shuler about a time when Mr. Terry was hard getting in touch with. Attorney Shuler noted that he is not sure how much the Board wanted to discuss this since we have an agreement now to move forward. Attorney Shuler Asked if there was a drop-dead deadline so Haney can come in? Commissioner Amison noted that nothing really concrete. We can go back and get this information. Attorney Shuler noted that the deadlines will be helpful because people are more apt to move along when there are firm deadlines in place. Mr. Moron noted if the Board authorizes Attorney Shuler to draft this agreement, then we will bring it back to you. Just wanted to make sure the board authorizes Attorney Shuler to do so.

Commissioner Croom

Mr. Moron noted that he will have to work with Andrew, airport manager

On a motion by Commissioner Ward, seconded by Commissioner Croom, to authorize Attorney Shuler to draft an amendment to the contract that includes a \$50K buyout. Motion carried 5-0.

2. Discussion/Action Item: TDC Vacant Position I was informed by TDC Administrative staff

that Mr. Rex Pennycuff will step away from his seat on the TDC Board effective December 31, 2024. Should I follow the same advertising procedure as was done to fill the last two vacancies on the TDC Board? Board discussion and possible direction on advertising for the vacant TDC seat.

Chairman Jones asked if we could appoint the applicant before who was just one point shy of the nominee. He noted that he has not spoken with her and is not sure if she was still interested. Chairman Jones asked if we could ask her to see if she is still interested and then bring back to the board. Commissioner Ward noted that now we have the policy, and she is not opposed to open it back up. I would personally like to do the whole process. Commissioner Sanders noted that Mr. Pennycuff has been on that board for a very long time, and she would like to have him recognized with a plaque. Mr. Moron noted that maybe at one of the meetings in December.

3. Action Item: APSTA Christmas Golf Cart Parade & Eastpoint Christmas Parade Mrs. Sharon Rigsby (Alligator Point St. Teresa Association) would like the Board to close Alligator Drive, from the old Fire House to the marina, for the Alligator Point Christmas Golf Cart Parade. The parade will start at noon on Saturday, December 14th. Mrs. Dottie Thornburg is requesting closure of Highway 98 on Friday, December 13th for the Eastpoint Christmas Parade. Participants will line up at the corner of Franklin Street and Highway 98 and at 4:30 p.m. the parade will travel east on Highway 98 ending at the corner of School Road and Highway 98. There will be a break in the line-up for Taylor's back door traffic. The Sheriff will be advised of both road closures. Board action to close Alligator Drive, from the old Firehouse to the marina, on Saturday, December 14th for the Alligator Point Christmas Golf Cart Parade and Highway 98 from Franklin Street to School Road in Eastpoint for the December 13th Eastpoint Christmas Parade.

On a motion by Commissioner Ward, seconded by Commissioner Sanders, and by a unanimous vote of the Board present, the Board authorized closing Alligator Drive, from the old Firehouse to the marina, on Saturday, December 14th for the Alligator Point Christmas Golf Cart Parade and Highway 98 from Franklin Street to School Road in Eastpoint for the December 13th Eastpoint Christmas Parade, as presented. Motion carried 5-0.

4. Informational Item: Ordinance Public Portal Last week I sent you a link to the Ordinance Public Portal with the upgraded feature you requested that opens the selected ordinance in view mode instead of download mode.

If you are satisfied with that version of the portal, all county ordinances will be added to the application and then a link to the portal will be added to the website.

5. Informational Item: SHIP Administration Workshop As a reminder, Mrs. Cortni Bankston will be attending a SHIP Program Administration workshop in Tampa next week. After attending this conference, Mrs. Bankston should be closer to start accepting applications for the SHIP Program.

6. Informational Item: Lanark Village FDOT Sidewalk Project the Board was informed that FDOT is currently evaluating shifting the alignment, from the northside of the roadway to the southside, for the SUN Trail along US 98 between Hinton Street and Crooked River Road. Attached to my report is the exhibit of the alternate alignment. Mr. Steve Boylan, representing the project engineering firm, will be at your next meeting with a presentation. Mr. Boylan asks that you forward any questions or comments prior to the 11/19 meeting so that it could be addressed as part of the presentation.

7. Informational Item: District 3 Streetlights Attached is a signed quote for a streetlight on the corner of 13th Street and Avenue L in District 3. There are no installation/construction cost but there is a \$6.52 recurring monthly fee.

8. Informational Item: Seniors Parking Lot Fundraiser
I received and approved the annual request from the Senior Class Sponsor for the use of the courthouse parking lot as a fundraiser for the senior class.

9. Informational Item: Next Meeting Date Your next regular meeting date is scheduled on Tuesday, November 19, 2024, Election Day at 9:00 a.m. (ET).

Commissioner Sanders said she wants something special done for Mrs. Rhonda Skipper, she has thirty-four years in the property appraiser's office. Commissioner Sanders she would like the Board to support her in obtaining a DEP Management Plan for the Bald Point State Park. I do not know what they have in their plan, but they have clear cut. The way it is looking, I just want to know they have incorporated the new addition of property they obtained, and make sure they are adhering to the plan. Commissioner Sanders noted that Alligator Point is having issues with debris not being picked up. You have people piling yard debris on the sidewalks and bike paths. Commissioner Sanders noted that she has not heard from Caleb about the flooding that happen on Kentucky Avenue. She would like to get an update. Thanked the Board for supporting the legislative delegation for District 2.

14. Michael Shuler – County Attorney

1. SBA Tower Lease for St. Teresa-Alligator Point Volunteer Fire Department

As presently drafted, SBA is proposing an initial five-year lease term, with two five-year automatic renewals (total of 15 years), unless the County provides them with notice of non-renewal not less than 120 days prior to the expiration of the initial term or any renewal term. A copy of SBA's proposed lease term is attached hereto for your convenient review. Concurrent with the proposed tower lease, the county is working on a county-wide emergency communications system. I am told that it has an estimated construction date of 3-5 years. Therefore, the question at hand concerning the lease, is whether to have an initial term of three years, with renewal in three-year increments or stick with the current initial term of five years with renewal in five-year increments. SBA has indicated that they will not agree to just one term of either three years or five years and then negotiate renewals if needed. Board Action Requested: Board discussion and action whether regarding the initial term and renewals for the proposed SBA tower lease.

On a motion by Commissioner Ward, seconded by Commissioner Amison, to approve notice as drafted. Motion carried 5-0.

2. Draft Notice to Property Owners on St. George Island

A draft notice that the Chairman wants sent to property owners on St. George Island regarding Consolidated Communications installation of fiber optic cable is attached for the Board's consideration. Board Action Requested: Approval of the notice as drafted or as amended by the Board.

Attorney Shuler asked for guidance from the Board on the mail out. He noted the Board could send notice to all property owners or just to the improved properties which was approximately 2400. Chairman Jones noted that he thinks it is the improved properties we have issues with.

Chairman Jones noted that we had already hired Ms. Mills to look at the PUD for the Landings. At

that time none of us knew Mr. Stiell. He noted that he felt comfortable enough with him that he recommended revising the contract with Ms. Mills to let her help revise the PUD ordinance Landings PUD and to let the planner handle any PUDs moving forward once the ordinance is in place.

Informational Items

3. Survey of Avenue D and Varnes Street, Eastpoint, Florida

The Board recently authorized a survey of Avenue D and Varnes Street, in Eastpoint, Florida. The Chairman is interested in opening and improving these two roads. Attached are the survey and the recorded plat of David H. Brown Estate Addition to Eastpoint recorded in Plat Book 3, Page 4, Franklin County, Florida. The plat dedicated the two roads to the public. What is now referred to as Varnes Street is named Adams Street on the recorded plat. My title company (at no charge) did not find any evidence that the sections of Avenue D and Varnes Street shown on the survey have been abandoned by Franklin County.

4. Notice of Workshop on PUD enabling and evaluation

On November 12, 2024, at 5:35 PM, the P&ZBOA Board will conduct a second workshop to receive public comment regarding the PUD enabling and evaluation ordinance. A copy of the notice is attached. No draft of the PUD has been prepared. The workshop will be moderated by your outside planner, Allara Mills Gutcher. The third and final workshop is tentatively scheduled for the December 2024 meeting of the P&ZBOA.

5. Eastpoint Library Lease

The lease agreement between Franklin County, as lessee, and The Friends of the Franklin County Library, Inc., as lessor, has been signed and the memorandum of lease has been recorded in Official Record Book 1404, Page 140, Franklin County, Florida. The Clerk has the originals. Copies are attached hereto for your convenient review. Mr. Moron is working with SBA to continue the County's efforts to obtain an assumption of the two SBA mortgages. Once the assumption is made, the lease will be terminated, and the library will be deeded to Franklin County.

Commissioner Sanders asked why we have a burn ban in Lanark. Attorney Shuler noted that when the Board took the action to disband the volunteer fire department, the Board put in place the burn ban until the fire department can be up and running on its own. We are close but that has not happened yet. Chairman Jones noted that also the City of Carrabelle agreed to help out during this time.

Commissioners' Comments

There were no additional Commissioner comments.

Adjournment

There being no further business before the Board, the meeting was adjourned.

Ricky Jones – Chairman

Attest:

Michele Maxwell – Clerk of Courts

The audio is available upon request. Please e-mail jgay@franklinclerk.com, call 850-653-8861 to speak with the Administrative Assistant, or submit a request in writing to obtain audio of this meeting.