

**FRANKLIN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
COURTHOUSE ANNEX, COMMISSION MEETING ROOM
MAY 17, 2022
9:00 AM
MINUTES**

Commissioners Present: Ricky Jones-Chairman, Bert Boldt, II-Vice-Chairman, Noah Lockley, Joseph Parrish, Jessica V. Ward

Others Present: Michele Maxwell-Clerk of Court, Michael Shuler-County Attorney, Michael Moron—County Coordinator, and Jessica Gay-Deputy Clerk to the Board

1) Call To Order

Chairman Jones called the meeting order.

2) Prayer and Pledge

Chairman Jones led the Board in prayer followed by the Pledge of Allegiance.

3) Approval of Minutes

a) FCBCC Regular Meeting

On a motion by Commissioner Boldt, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved the minutes from the FCBCC Regular Meeting and Workshop on 5/3/2022. Motion carried 5-0.

4) Payment of County Bills

On a motion by Commissioner Parrish, seconded by Commissioner Lockley, and by a unanimous vote of the Board present, the Board approved the payment of County Bills. Motion carried 5-0.

5) Special Project Coordinator – Alan Pierce – Eastpoint & 2-Mile Dredge Update

Mr. Pierce opened with a famous excerpt from William Faulkner's Dec. 1950 speech at the Nobel Banquet at the City Hall in Stockholm, Sweden. "I believe that when the last ding-dong of doom has clanged and faded from the last worthless rock hanging tideless in the last red and dying evening, even then there will still be one more sound: that of man's puny, inexhaustible, voice still talking!" Pierce quotes. He said that he doesn't want to be talking about the Army Corps of Engineers until the end of time. Mr. Pierce said the Corps says they are moving forward. It's not visible to us, it's not visible to us who have been waiting, waiting, waiting. He then read a letter from Ashley Kleinschrodt, Chief, Navigation Section, Operations Division at the Army Corps of Engineers' Mobile, Alabama headquarters, that he received last week, that said the Corps had received the contract for the dredging and was moving forward with a task force order and hard

copy of the bonds needed to proceed. After they received and approve their submittal documents such as the safety plan, environmental plan, etc. they will schedule the preconstruction meeting, which Pierce said would signal the start of the project. Mr. Pierce noted that this would be the last step before they begin dredging. They told us immediately after the meeting, that they will begin dredging. They'll be ready to go. Mr. Pierce said they don't appear to be worried about hurricane season this year as they were last year. Chairman Ricky Jones said he had asked Corps personnel point-blank about hurricane season. They said that's not something they can consider. If they shut everything down for hurricane season, then they're further behind in that area.

6) Public Comments

Mr. John Berry of 1389 Alligator Drive spoke to the Board regarding the state fire marshal presentation noting a few points directed at Attorney Shuler. Chairman Jones asked Mr. Berry to please address the Board. Mr. Berry would like the Board to address the contracts, assets, use of MSBU funds, and auditing when restructuring the fire department in Lanark Village.

Mr. Wayne Williams spoke to the Board about an oyster group that has over 400 members. He said that he would like the Board to help with proposals and maybe put them on a future agenda. He noted that everyone wants the bay open as soon as it can and there are a lot of issues with the management plan. He spoke about the spraying of the river and its impact on the oysters and native plants. He said he would like to see stuff like this put in the management plan. Commissioner Lockley asked if his group would be the new association. Mr. Williams noted they are in the process now, just waiting for approval. There are a lot of people ready to get on board. Just as soon as it is official, we will start having meetings. Commissioner Lockley asked that they keep the Board informed. Commissioner Boldt also voiced his concerns about the progress of the bay and his desire for a report on the bay for the public. Mr. Williams said that he has been taking FWC officers out where the material has been put out and it looks really good.

Mr. Chris Crosby spoke to the Board about the Lanark village fire department. We are in wildfire season and reiterated that it was a timely matter. He thanked the Board for what they are doing. Mr. Crosby spoke to the Board about repairing and new equipment Classie Lowery Park. He said that he would like to see some more items out there for the kids.

Constitutional Officers

7) Clerk of Courts – Michele Maxwell – Report

Clerk Maxwell had nothing to report to the Board.

Department Directors Reports

8) Superintendent of Roads and Bridges – Howard Nabors

Mr. Nabors had no action items for the Board. Mr. Nabors noted that they are keeping an eye on the rise in fuel costs.

Mr. Moron presented the following item from his report at this time.

d. Action Item: WSA CI Contracts

Attached to my report are four Florida Department of Corrections' Interagency/Public Works Agreements for Community Work Squads. There are contracts for Parks and Recreation, Road Department, Landfill, and Mosquito Control. These contracts are for three years and may be renewed for an additional three years.

Board action to approve and authorize the Chairman's signature on the DOC Interagency/Public Works Agreements for Community Work Squads contingent on Attorney Shuler's review.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve and authorize the Chairman's signature on the DOC Interagency/Public Works Agreements for Community Work Squads contingent on Attorney Shuler's review. Motion carried 5-0.

Commissioner Ward thanked Mr. Nabors and his crew for going out to McKissack Beach and clearing the road for people to enjoy the beach. Chairman Jones thanked Mr. Nabors and his staff for all they do for the county. Commissioner Lockley said we need to keep all of the public accesses open with signage. Chairman Jones noted that one of the bigger things we are going to have to address in the future is the funding for road paving. Chairman Jones noted that we have about 235 miles in Franklin County, and at our current rate we collect \$310k a year. The last time we went out for bids on paving it was about one million dollars per mile. We are going to have to find a way to fund it. Mr. Nabors noted we have 203 miles in Franklin County.

9) Solid Waste Director – Fonda Davis

Mr. Davis had no action items for the Board. Mr. Davis provided the Board with the following information from his report.

BOARD INFORMATION: Use Waste Oil Collection

In October 2018 we placed used oil containers throughout the county. Since then, the amount of oil has increased. Listed below are the previous prices and the current price.

2019- \$1.25 per gallon @ 1865 gallons \$2,331.25

2020 -\$1.25 per gallon @ 3550 gallons \$4,437.50

2021 -\$1.50 per gallon @ 6250 gallons \$9,375.00

Chairman Jones asked if the used oil was paid through a grant that we receive. Mr. Davis said that we receive a solid waste grant, however, he doesn't believe the used oil is included in it. Chairman

Jones asked Mr. Davis to check into this as he believes the grant was increased from \$10k to \$20k. Mr. Davis said that he would check on it. Commissioner Parrish noted that there will be more costs associated with this year's collection due to an increase in costs. Chairman Jones said that he remembered when they would pay us to pick up the used oil. Mr. Davis noted that the playground equipment has been ordered but it is on backorder. It should be delivered about mid-July. Chairman Jones thanked Mr. Davis and his crew for everything they do for the county.

BOARD INFORMATION: Amnesty Yard Debris

Since Hurricane Michael in 2018 we have amnesty yard debris daily at no cost to all homeowners. Our adopted policy states that yard debris will be amnesty at no cost on Monday to homeowners.

10) Emergency Management Director – Pam Brownell

Mrs. Brownell had no action items for the Board. Mrs. Daniels reminded the Board of the disaster bucket event this weekend at Vrooman Park. She said they just got back from the governor's hurricane conference. She noted that they have talked to FDM recovery, and we can move forward with Island View Park.

Mrs. Griffith presented the following item from her report at this time.

g. BOARD ACTION: FEMA Repairs Island View Park

Franklin County followed all proper procurement steps to receive competitive bids for this project – the bid solicitation was advertised in both the Panama City News-Herald, and the Apalachicola Times, posted to the online governmental bid platform Demand Star, posted with the Office of Supplier Diversity, and circulated to their list of vendors and posted on the county website. There were nine contractors who requested copies of the bid specifications from Dewberry Engineers and four contractors who attended the mandatory pre-bid meeting held on March 17th. When bids were opened on April 5th, 2022, there was only one bid. As only one bid was received, FEMA deemed the procurement to be non-competitive. FEMA may reimburse costs incurred under a contract procured through a non-competitive proposal, also referred to as sole-source, only under certain circumstances. Franklin County submitted all supporting documentation to FDEM to confirm that all steps were taken to ensure open competition and asked for the circumstance to be reviewed for an exception to competitive procurement. While attending the Governor's Hurricane Conference several weeks ago, Jennifer Daniels, the Assistant Director for Emergency Management, made contact with several decision-makers at FDEM and was able to get a formal acknowledgment from FDEM this past Friday which stated that FDEM and FEMA were in agreement with the County that the bid met the requirements needed for the last bullet for a noncompetitive procurement identified within PAPPG V3.1 pg. 31:

FEMA may reimburse costs incurred under a contract procured through a non-competitive proposal only when one or more of the following apply:

- The item is only available from a single source.

- The public exigency or emergency for the requirement will not permit a delay resulting from the competitive solicitation.
- FEMA or the recipient expressly authorizes a noncompetitive proposal in response to a written request from the Applicant; or
- After solicitation of a number of sources, competition is determined inadequate.

Board action to issue a notice of award to North Florida Construction, Inc. for the Island View Park Repairs and authorize the Chairman to sign the notice of award and contract documents.

On a motion by Commissioner Boldt, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board authorized issuing a notice of award to North Florida Construction, Inc. for the Island View Park Repairs and authorized the Chairman to sign the notice of award and contract documents. Motion carried 5-0. Chairman Jones thanked Mrs. Daniels and their team for all they do.

11) Extension Office Director – Erik Lovestrand

Mr. Lovestrand had no action items for the Board. Mr. Lovestrand noted that a Lethal Bronzing Disease in a palm tissue sample from Apalachicola was confirmed. This disease will infect our native cabbage palms, as well as several other ornamental palms. A small plant-hopper insect transmits this disease. Chairman Jones thanked Mr. Lovestrand and his team for everything they do at IFAS.

12) Mosquito Control – Dewitt Polous

Mr. Polous gave a report to the Board on the following items.

1. Seasonal Employees- Two of the three seasonal sprayers have returned to work, and we are waiting for the third to return.
2. Assessment – A Mosquito Control program needs assessment was performed by the Florida Department of Agriculture and Consumer Services
3. Chemical Resistance- We set buckets of hay-infused traps to collect mosquito eggs to be sent off to the University of Florida lab to be tested for chemical resistance.
4. Seasonal Spraying- We started back our seasonal spraying on April 20, 2022
5. Spraying Schedule – Depending on weather and mosquito counts/requests

Chairman Jones thanked Mr. Polous and his team for all they do for the county.

Other Reports

13) Interim Airport Manager – Ted Mosteller

Mr. Mosteller had no action items for the Board. He reported that the airport license had been received and now they have to get the promises made to the inspector taken care of.

Mr. Moron presented the following item from his report at this time.

c. Action Item: FAA Grant Application for the Apron Rehabilitation Project (Attachments) At your last meeting, the Board opened sealed bids for an Airport Apron Rehabilitation project. The project's scope includes concrete pavement replacement, crack repair, and joint seal removal and replacement. Only Pettibone Concrete Construction from Panama City, Florida responded to the advertisement for sealed bids. Attached to my report is the Recommendation of Award from AVCON that includes their review of Pettibone's bid, the grant application, FAA Form 5100-101, and six required FAA certifications for approval and signature. The FAA is providing \$600,000 in funding, and the bid came in much lower than anticipated, so about half of the overall apron will be awarded for this project, more than originally anticipated. A snapshot of the pavement that will be funded by the FAA grant is attached. Board action to approve this project and authorize the Chairman's signature on the required FAA forms.

On a motion by Commissioner Boldt, seconded by Commissioner Ward, and by a unanimous vote of the Board present, the Board approved the Apron Rehabilitation Project and authorized the Chairman's signature on the required FAA forms. Motion carried 5-0.

f. Informational Item: Airport Equipment Inventory
Last Tuesday, Mrs. Erin Griffith, Mr. Ted Mosteller, Mr. Chance White, and I met to review the inventory of airport maintenance equipment. We decided on what equipment will be repaired, replaced, or sent to auction. That list will be presented to the Board at an upcoming meeting for your approval. In addition, Mr. Mosteller is seeking quotes to extend the storage shed to properly store and protect the maintenance equipment and a secured area to store tools, and an operating area for the Airport manager. Those quotes will be presented to the Board for review and approval at a future meeting.

Presentations and Requests

14) SHIP Program Administration Presentations

a. Apalachee Regional Planning Council

Mr. Chris Rietow from ARPC presented their proposed scope of services for the management, operation, and administration of Franklin County's State Housing Initiative Partnership (SHIP) Program. The goal of this program is to join statewide efforts to produce and preserve affordable homeownership in Franklin County. ARPC Staff will work with county staff to ensure the county is informed of the process throughout and that ARPC staff is performing up to the expectations of the county. Currently, Franklin County receives \$350,000 annually to perform SHIP operations, with up to 10% (\$35,000) of those funds deemed eligible for administrative costs. The proposed administrative services provided will include:

- Providing two (2) full-time staff members
- ARPC employees will provide services remotely to county residents five days a week.

- ARPC Housing Staff will be physically present in the county to attend meetings, contractor walk-throughs, bidding conferences, etc.
- ARPC Housing Staff will lead the county in expanding the SHIP allocation to provide suitable housing to the residents of Franklin County before the deadline of each fiscal year.
- ARPC Housing Staff will partner with Franklin County BOCC to ensure the successful delivery of their methods (housing strategies) identified in the county's Local Housing Assistance Plan (LHAP)

In addition to the administrative services discussed above, ARPC will also be responsible for:

- Presenting topics to the BOCC
- Coordinating with the County's Office of the Clerk of Courts/Finance Department to facilitate all check requests for the program
- Present lien satisfactions and releases of lien to the BOCC
- Obtain signatures from officials as appropriate
- Help direct inquiries to the County

The proposed budget for this project is 8% of allowable administrative costs or \$28,000 annually. Beginning in FY 22-23, ARPC will submit quarterly invoices in the amount of \$7,000 (\$7,000 x 4 = \$28,000) The contract is proposed as a quarterly fixed-fee contract. The ARPC will submit quarterly invoices of \$7,000 each after the conclusion of each quarter for services performed on the project during that billing period.

Commissioner Boldt said he remembered Commissioner Lockley's concern about having someone in Franklin County. Mr. Donald Morgan said that they currently offer remotely and are available via email and land phone. He said that they go to counties individually and each applicant will have a closing and pre-bid conference. Their homes are being inspected, we still try to establish a relationship, and we do try to come to the county as needed. Mid covid we were able to jump over that hurdle. Commissioner Lockley asked how they will accommodate the older computer illiterate population. Mr. Morgan said we mail out applications, help them complete them over the phone, we make sure everyone is given a level playing ground. Also in some counties, we have a liaison within the county that will help partner with the local applicants. For a certain percentage, we have done it a couple of different ways. The inspector is the one who does the visit. We exchange through secure links, secure confidentiality, and all safety measures would be available to the county. Commissioner Boldt asked if we needed to specifically put this in the contract. Mr. Moron said this is just a proposal and once decided who will go through then we would draft the agreement. Commissioner Parrish said he agrees that we will need one on one. He noted this is a big responsibility for whoever gets chosen for this job. He noted that protocols and procedures have to be followed to administer this grant program. Chairman Jones thanked Mr. Morgan for his time.

b. Community Action Agency

Mr. Tim Center from Community Action Agency presented their proposal to carry out the services as outlined in the SHIP Local Housing Assistance Plan (LHAP). These services include emergency

repairs, rehabilitation assistance, and housing acquisition cost assistance. In the event it is needed, disaster recovery grants will be made available. Community Action has a team of six staff located in Franklin County. Three Community Action team members work in its main office located at 25 Island Drive, Eastpoint, Florida. The staff administers the Low-Income Home Energy Assistance Program (LIHEAP) to help with utility bills, the Disaster Recovery program focused on Hurricane Michael recovery efforts and the Getting Ahead program. Other staff work at the Head Start Center temporarily housed at the 6th Street Recreation Center in Apalachicola. The Weatherization Assistance Program is managed from Tallahassee. Community Action served more than 500 Franklin County residents in FY 2020-2021. Franklin County receives \$350,000 for the SHIP Program. Up to ten percent can be used for administration. Community Action's proposed budget for this project is 10% of allowable administrative costs or \$35,000 annually. The administration expenses would include audit services (\$3,500), staffing (\$25,000), advertising (\$1,500), and accounting (\$1,500). Community Action will work collaboratively with the County Commission providing regular updates on the SHIP program. It will facilitate meetings of the Local Housing Partnership and work collaboratively with the county-approved community land trust. Community Action, in conjunction with the County, will seek additional grant funding when available.

Commissioner Lockley made a motion to give the administration of the SHIP LHAP to Community Action Agency. Commissioner Ward said she would like to speak to each of the companies individually to make a more informed decision. Commissioner Boldt and Commissioner Parrish concurred that they would like to do the same. **Motion died for lack of a second.** The item will be added to the next board meeting agenda for a decision. Mr. Moron said he will pass along each of their contact information to the Board so that they can contact them directly.

Planning and Zoning Adjustment Board Report

15) Variance Requests

- a. 1931 Indian Harbor Road

Consideration of a request for a variance to construct a new single-family residence 15 feet into the front 25-foot setback to stay out of the 50-foot wetlands setback. The property is described as 1931 Indian Harbor Road, Lot 8 Indian Bay Village, St George Island, Franklin County, Florida. Request submitted by Garlick Environmental, agents for Sazerac, LLC, applicants.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve a variance to construct a new single-family residence 15 feet into the front 25-foot setback to stay out of the 50-foot wetlands setback. The property is described as 1931 Indian Harbor Road, Lot 8 Indian Bay Village, St George Island, Franklin County, Florida. Motion carried 5-0.

16) Critical Shoreline Applications

- a. 143 Rio Vista Drive

Consideration of a request to construct a 1,324 sq single-family dock consisting of a 5’x80 access dock, a 10’x42’ covered terminal platform, and a 12’x24’ boat ramp located at 143 Rio Vista Drive, Lot 3 Breakaway Lodge, Franklin County, Florida. Request submitted by Robert Miller, the applicant. State and Federal Permits have been received.

On a motion by Commissioner Boldt, seconded by Commissioner Ward, to approve a request to construct a 1,324 sq single-family dock consisting of a 5’x80 access dock, a 10’x42’ covered terminal platform, and a 12’x24’ boat ramp located at 143 Rio Vista Drive, Lot 3 Breakaway Lodge, Franklin County, Florida. Motion carried 5-0.

b. 315 Gander Street

Consideration of a request to construct a single-family 12’x12’ Boatlift and a 355 sq foot riprap within a man-made canal located at 315 Gander Street, Eastpoint, Franklin County Florida. Application submitted by Aaron Sarchet, agent for Terry Mick, applicant. FDEP Exemption has been received.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve a request to construct a single-family 12’x12’ Boat lift and a 355 sq foot riprap within a man-made canal located at 315 Gander Street, Eastpoint, Franklin County Florida. Motion carried 5-0.

17) Commercial Site Plan Applications

a. 219 W Gorrie Drive

Consideration of a request for a Commercial Site Plan Review of a 15’x50’ Storage Building located at 219 West Gorrie Drive, St George Island, Franklin County, Florida. Request submitted by Calvin Dunn, Applicant. (Variance approved 8/10/2021)

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve a request for a Commercial Site Plan Review of a 15’x50’ Storage Building located at 219 West Gorrie Drive, St George Island, Franklin County, Florida. Motion carried 5-0.

Attorney Shuler noted that the following items were all requests for public hearings and all of the items could be included in one motion. Mrs. Bankston briefly explained each of the applications.

18) Re-Zoning & Land Use Change Applications

a. Kit Mashburn – 256 Hathcock Road

Consideration of a request to change the zoning of a 5.75-acre parcel of land at 256 Hathcock Road, Apalachicola, Franklin County, Florida from R-3 Single Family Estate Residential to R-2 Single Family Mobile Home. Request submitted by Kit Mashburn III, Raney Besore, and Kit Mashburn Jr, applicants.

b. Joseph Gander – Property Located in Apalachicola

Consideration of a request to change the zoning of a 5 +/- acre parcel of land from R3 Single Family Estate Residential to R2 Single Family Mobile Home at the property located in Apalachicola, Franklin County, Florida. Request submitted by Joseph Gander, applicant.

c. Franklin County – 959 US Highway 98

Consideration of a request to change the land use of a 3-acre parcel located at 959 US Highway 98, Eastpoint, Franklin County, Florida from R-1 Single Family Residential and R-4 Single Family Home Industry to Z-1 Public Facilities to put the current building into compliance. Request submitted by Franklin County, Florida.

d. Franklin County – Property Located in Carrabelle

Consideration of a request to change the zoning and land use of a 3 +/- acre parcel of land from C3 Commercial Recreational to P2 Recreational District located in Carrabelle, Franklin County, Florida. Request submitted by Franklin County Staff.

e. Franklin County – Property Located on St. George Island

Consideration of a request to change the zoning and land use of a parcel of land located at 223 Franklin Blvd, St George Island, Franklin County, Florida from C2 Commercial Business to Z1 Public Facilities. Request submitted by Franklin County Staff.

On a motion by Commissioner Parrish, seconded by Commissioner Ward, to approve the above-referenced Re-Zoning & Land Use Change Applications' requests for hearing (Items 18 a-e). Motion carried 5-0.

County Staff & Attorney Reports

19) Fiscal Manager/Grants Coordinator – Erin Griffith

a. BOARD ACTION: Alligator Point Beach Restoration Project Scope and Coastal Consulting Agreement

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 at this time to proceed with construction, only completion of the scope approved by FDEP once a contract is awarded. As part of the May 18th, 2021, discussion on the RESTORE program, it was mentioned that the DEP grant application was pursued (with MRD & Associates as the lead) in hopes of providing a design and cost estimate should the county wish to proceed with the construction of an artificial beach structure along the washout area of Alligator Drive. A rough construction cost estimate of \$10,000,000 was mentioned at that time with conceptual funding sources of \$5,000,000 from FDEP and \$5,000,000 from the RESTORE program. MRD Associates has submitted an agreement for coastal consulting services which will be fully funded by the FDEP grant and will include conducting surveys,

preparing a design, obtaining regulatory permits, and establishing a Municipal Services Taxing Unit (MSTU) to fund future beach nourishment projects.

Board Action to approve and authorize the chairman to sign the attached agreement for Coastal Consulting Services for MRD Associates, Inc.

Mr. John Berry asked if this project was formally the Beach Renourishment Project and if it was mandated by FEMA for the protection of the new Alligator Road section. Is the project 1.3 miles or 1300 feet? Does the use of federal funds change the private beach designation for two of the platted units on the point? Does it change the designation from private to public? Mr. Pierce said this project was previously known as the beach re-nourishment, is not mandated by FEMA and it is 1.3 miles. Mr. Pierce noted that it would be beneficial to maintain the road to add this additional protection. FEMA wouldn't even pay for it because it wasn't there before the storm arrived. Mr. Pierce said this is a county recommendation. Mr. Berry expressed concern that the county keeps wanting to push the MSBU even though the residents do not want it. Chairman Jones asked if it was everyone else's problem in the county to maintain a road that they aren't using it. We have spent over 30 million dollars, we have been trying to get to the point to have a good road back, we had these conversations with FEMA, and by building the beach up in future storms that is something FEMA can help pay for. I'd much rather be putting back some beach than not having a road at Alligator Point. Mr. Berry said that road is not mandated and there is a bypass road through the KOA property. Mr. Pierce said he is trying to keep the road from washing out in other places.

Commissioner Boldt made a motion to approve and authorize the Chairman to sign the attached agreement for Coastal Consulting Services for MRD Associates, Inc. Commissioner Ward seconded the motion. Attorney Shuler noted that the presentation locks the Board into just looking at MTSU to fund future beach nourishment projects. He recommended amending the motion to allow MRD Associates, Inc. to look into both MTSU and MSBU options. **Commissioner Boldt amended his motion to include allowing MRD Associates, Inc. to look into both MTSU and MSBU options. Commissioner Ward seconded.** Mr. Pierce noted that this is a design, and we would not be locked in. Mrs. Griffith noted that this is fully funded by the BP grant. Commissioner Parrish said this started years ago, but an MSTU or MSBU was never put in place. He said without any money to match FEMA's money, he is not in favor of spending five million dollars of RESTORE funds for one time. Mr. Pierce said the maintenance funds will be used with or without a hurricane because there is erosion going on all the time. **Motion carried 5-0.**

b. BOARD ACTION: RESTORE County-wide Dune Restoration Project Report and Scope

MRD Associates has completed the County-Wide Dune Restoration Study for the RESTORE program. The study included an analysis of approximately 16 miles of shoreline including the public beach areas of St. George Island, Carrabelle Beach, Alligator Point, and Bald Point. After review of the restoration study and estimated construction costs, county staff recommends

pursuing template dune and coastal hammock restoration and protection at the two-county beach park locations: St. George Island's Lighthouse Park (\$ 215,782) and Carrabelle Beach Park (Current Cost Estimate: \$228,944) and the implementation of a county-wide dune vegetation project (Current Cost Estimate: \$257,250). A varied vegetation footprint of between 6 and 7.5 feet could be installed along the toe of the dune areas along 11 miles of public beaches (the four project segments shown in figure 27, page 34, of the attached report consist of four miles of St. George Island, .8 miles of Carrabelle Beach, 5 miles of Alligator Point, and 1.2 miles of Bald Point). Native coastal vegetation would be placed on 18" centers in staggered rows for a natural look. Approximately 171,500 plants would be needed for the county-wide effort at an estimated installed cost per plant of \$1.25. Franklin County would obtain written consent from interested private property owners for the plants to be installed along the dune line. As cited in the study 'Native dune vegetation provides significant benefits to beaches, dunes, uplands, and wildlife (FDEP, 2022). Salt tolerant dune plants: build protective dunes by trapping and stabilizing wind-blown beach sand, reduce erosion losses by wind and storms, provide a buffer against storm surges and salt spray, provide shelter for wildlife, and block light pollution for nesting and hatchling sea turtles.

Board Action to accept and approve the attached County-Wide Dune Restoration Study as prepared by MRD Associates, Inc.

Board Action to accept the scope recommendation above moving forward for the development of a RESTORE construction grant application for the County-Wide Dune Restoration Project.

Mr. John Berry asked if Alligator Point was fully invested in the dune restoration project. Mr. Pierce noted that if there is a dune system in place, the properties will be eligible. Mr. Berry said they had gone through the expense of putting up sand fences and they would like to reap some of the benefits.

On a motion by Commissioner Parrish, seconded by Commissioner Boldt, to accept and approve the attached County-Wide Dune Restoration Study as prepared by MRD Associates, Inc. Motion carried 5-0.

On a motion by Commissioner Boldt, seconded by Commissioner Ward, to accept the scope recommendation about moving forward with the development of a RESTORE construction grant application for the County-Wide Dune Restoration Project. Motion carried 5-0.

c. BOARD ACTION: Armory Sprinkler System Project CEI Contract and Recommendation of Award Construction

At the last meeting, the Board reviewed value-engineered scope changes for the Fort Coombs Armory Sprinkler System Project, discussed reduced bid amounts from Cook Brothers, Inc., and requested an additional \$271,338 in funding for the project from the Tourist Development Council. The Tourist Development Council approved the additional funds needed for the grant match at their meeting this past week and the county can now proceed with getting this project under construction.

Board Action to accept and authorize the chairman to sign the attached Notice of Award to Cook Brothers, Inc. at the reduced contract price of \$687,000.

Board Action to accept and authorize the chairman to sign the attached proposal for CEI services for Gilchrist Ross Crowe Architects in the amount of \$25,338.

On a motion by Commissioner Ward, seconded by Commissioner Parrish and Commissioner Boldt, to accept and authorize the Chairman to sign the attached Notice of Award to Cook Brothers, Inc. at the reduced contract price of \$687,000. Motion carried 5-0.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to accept and authorize the chairman to sign the attached proposal for CEI services for Gilchrist Ross Crowe Architects in the amount of \$25,338. Motion carried 5-0.

d. BOARD ACTION: District 5 Paving Funds- Striping

Commissioner Ward has received an estimate of \$4,816 for the paving and marking of the Carrabelle Library parking area located at NW 2nd Street. The City of Carrabelle is doing some paving improvements at this time and the parking area is outside the scope of work allowed by the City's CRA. Commissioner Ward would like to reimburse the City up to the estimated \$4,816 for the library's parking area from her balance of paving funds.

Board Action to approve the reimbursement from District 5's paving funds for the Carrabelle Library Parking Area along 2nd Street.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve the reimbursement from District 5's paving funds for the Carrabelle Library Parking Area along 2nd Street. Motion carried 5-0.

e. BOARD ACTION: Recommendation to Award – CDBG Grant Administration Services

On Thursday, May 12th, responses were publicly opened for the Request for Proposals for Grant Administration Services for the CDBG Program. After advertisement of the request for proposals in the Apalachicola Times, the Panama City News Herald (a metropolitan newspaper with daily circulation), posted to Demand Star, posted to the county website, and circulated to vendors via the Office of Supplier Diversity there was only one response received, Summit Professional Services, Inc. Franklin County acknowledges that by receiving only one proposal, Summit is classified as a sole source provider. The proposal was reviewed and recommended for acceptance by the evaluation committee (members Mark Curenton, Michael Moron, and me). The proposal and ranking sheets are attached to this report for reference.

Board Action to issue a notice of intent to award to Summit Professional Services, Inc. for grant administration services subject to the review and approval of the contract by the County Attorney and the Department of Economic Opportunity.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to issue a notice of

intent to award to Summit Professional Services, Inc. for grant administration services subject to the review and approval of the contract by the County Attorney and the Department of Economic Opportunity. Commissioner Parrish asked if they will also be writing the grants. Mrs. Griffith confirmed that they will and that they will not receive payment for any services until the grants are awarded. **Motion carried 4-0, Commissioner Lockley stepped out of the room.**

f. BOARD ACTION: SGI Fishing Pier Access Road Repairs – Permission to waive formalities and Recommendation of Award

Bids were opened for the SGI Fishing Pier Access Road Repairs at your last meeting – this was the second time the county had bid on this FEMA repair project and due to a few scope changes, the lowest bid fits within the project budget. Dewberry Engineers reviewed bids and determined that the bids received were substantially complete with values, quantities, and bid bonds, however, the two lowest bids were missing appendices in the bid submittal. The one complete bid was more than twice the available budget for the project. As it is in the best interest of the county to move the repairs along as soon as possible before the start of hurricane season and the board always has the right to waive informalities when it is in the best interest of the public to do so, it is recommended that the board waive the informalities and allow for the contractor to submit the missing appendices for this project.

Board Action to note the missing appendices from bidders Pigott Asphalt and North Florida Construction in the bid transmittals and to waive informalities to allow for the low bid to be accepted as substantially complete and allow for the submission of the missing appendices to occur prior to issuance of the Notice of Award.

Board Action to approve and authorize the chairman to sign the Notice of Award once the missing appendices have been received and reviewed by Dewberry Engineers.

Attorney Shuler noted that he has reviewed the documents and recommends that the Board allow the missing appendices to be submitted.

On a motion by Commissioner Parrish, seconded by Commissioner Ward, to note the missing appendices from bidders Pigott Asphalt and North Florida Construction in the bid transmittals and to waive informalities to allow for the low bid to be accepted as substantially complete and allow for the submission of the missing appendices to occur prior to issuance of the Notice of Award. Motion carried 5-0.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve and authorize the Chairman to sign the Notice of Award once the missing appendices have been received and reviewed by Dewberry Engineers. Motion carried 5-0.

g. BOARD ACTION: Island View Park (FEMA response, Award or Re-Bid, due date for bid expiration)

Item addressed previously in the meeting.

h. BOARD ACTION: SGI Boat Ramp Grant Agreement

As the notification of the award was reported in September of 2021, Franklin County has finally received the \$80,000 FWC Boating Improvement Grant Agreement for the St. George Island Boat Ramp Improvements Design Project.

Board action to approve and authorize the chairman to sign the attached grant agreement from FWC and authorize staff to proceed with advertising for qualifications once the signed agreement is received back from FWC.

On a motion by Commissioner Parrish, seconded by Commissioner Boldt, to approve and authorize the chairman to sign the attached grant agreement from FWC and authorize staff to proceed with advertising for qualifications once the signed agreement is received back from FWC. Chairman Jones noted that this is a process that we started about two years ago. We could not get approval for the breakwater, and this potential design will be a floating ramp usable in all weather conditions. **Motion carried 5-0.**

i. BOARD ACTION: License Plate Readers for Sheriff's Department

The Board approved the Sheriff's request for ten license plate reader cameras at a cost of \$2,500 per year, per camera, pro-rated through September 30th. The county will pay vendor Flock Safety directly for the pro-rated costs of the ten cameras for (4) months out of the jail repair and maintenance line item (up to four months \$8,333.60). Any additional installation or maintenance costs over the amount originally presented for the four months will be the responsibility of the Sheriff's Department. The full annual cost of the cameras will be included in the Sheriff's upcoming budget request.

Board action to approve payment of the pro-rated \$2500 each annual cost-share for (10) license plate reader cameras to Flock Safety beginning as early as June 1st from the jail repair and maintenance line item.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve payment of the pro-rated \$2500 each annual cost-share for (10) license plate reader cameras to Flock Safety beginning as early as June 1st from the jail repair and maintenance line item. Motion carried 5-0.

Mrs. Griffith added the following item to her report at this time.

BOARD ACTION: Late Addition: Division of EM Preparedness and Community Support EMS Response Truck

EMS Director Richard Lewis has received an offer from the Florida Department of Health, Division of EMS Preparedness and Community Support to provide funding for an EMS Response Truck. The \$75,316 purchase order will provide for the purchase of a 2022 Ford F150 XLT 4x4 from the Florida Sheriff's Association Contract Pricing, winch, front bumper, lights, sirens, bed cover, equipment trays, multiple radio systems, and vaccine refrigerator. The truck will be used

for the community paramedic program with telehealth capability and disaster preparedness and response.

Board action to approve the program purchase order for funding, formal scope of work, and proceed with ordering the truck and equipment outlined above.

Chairman Jones called for public comments and there were none. **On a motion by Commissioner Lockley, seconded by Commissioner Parrish, to approve the program purchase order for funding, formal scope of work, and proceed with ordering the truck and equipment outlined above. Motion carried 5-0.**

j. BOARD INFORMATION: Miscellaneous Project Updates

Mrs. Griffith updated the Board on the FDOT LOR for the SGI stormwater project that has been received and moving up the chain for approval. Mrs. Griffith informed the Board they would open bids for the modular scale station for the landfill at the next meeting.

Chairman Jones said he would like staff to send Franklin Foods a letter to add them as an NGO during budget time. We provided them funds during Covid. They work with Second Harvest also. Mr. Moron asked if they could send staff a letter with their budget information. Chairman Jones said maybe we could do those concurrently. Chairman Jones asked Mrs. Griffith to give him an update on the paving request for District 1 from Dewberry whenever it is received.

20) County Coordinator – Michael Morón

Mr. Moron provided the Board with an email received from Ms. Debi Jordan. She said that she had sent in a request for a speaker card, but Mr. Moron did not receive it. He will check to see what happened and just wanted the Board to be aware of it.

a. Action Item: Schedule Workshop on Private Roads

At your last meeting, the Board authorized a workshop to discuss the requirements and procedures to transfer a private road to a county-owned and maintained road. I recommend scheduling that workshop on July 19th or August 2nd. What is the Board's preference?

Board action to select a date for the workshop to discuss requirements and procedures to transfer a private road to a county-owned and maintained road.

Commissioner Ward made a motion to schedule the workshop for August 2nd. Commissioner Lockley said that he would like to table and look at his calendar. Commissioner Boldt said this will be a very interesting workshop.

b. Action Item: FDOT Off System Maintenance Agreement for Carrabelle Beach Park Sidewalk Improvements

Last year the Board approved Commissioner Ward's request to FDOT for the installation of a crosswalk at Carrabelle Beach. Last week staff received an FDOT Off System Maintenance Agreement and Resolution for this crosswalk project. As part of the agreement, the county will

be required to maintain 372 square feet of the improved sidewalk that is on county property. Copies of the agreement, resolution and detailed map are attached. Attorney Shuler has reviewed the agreement and resolution.

Board action to approve and authorize the Chairman's signature on the Off System Maintenance Agreement for Carrabelle Beach Park Sidewalk Improvements.

On a motion by Commissioner Ward, seconded by Commissioner Boldt, to approve and authorize the Chairman's signature on the Off System Maintenance Agreement for Carrabelle Beach Park Sidewalk Improvements. Commissioner Ward noted for clarification it is the HAWK they are installing. You cannot walk from sidewalk to grass. They are having to make the sidewalk so that pedestrians can walk from concrete to concrete. FDOT is footing the cost for the sidewalk and the county has to maintain it. **Motion carried 5-0.**

c. Action Item: FAA Grant Application for the Apron Rehabilitation Project
Item addressed earlier in the meeting.

d. Action Item: WSA CI Contracts
Item addressed earlier in the meeting.

e. Informational Item: Airport Equipment Inventory
Last Tuesday, Mrs. Erin Griffith, Mr. Ted Mosteller, Mr. Chance White, and I met to review the inventory of airport maintenance equipment. We decided on what equipment will be repaired, replaced, or sent to auction. That list will be presented to the Board at an upcoming meeting for your approval. In addition, Mr. Mosteller is seeking quotes to extend the storage shed to properly store and protect the maintenance equipment and a secured area to store tools, and an operating area for the Airport manager. Those quotes will be presented to the Board for review and approval at a future meeting.

f. Informational Item: TDC Collections Report
Attached to my report is the TDC Collections report. If you have any questions do not hesitate to contact Mr. John Solomon, TDC Administrator.

Commissioner Lockley noted that it has been a while since the county went out to bid for vendors. **Commissioner Lockley made a motion to go out for bids for the vendors' contracts for TDC. Seconded by Commissioner Boldt. Motion carried 5-0.**

g. Informational Item: Appointments for Local Technology Planning Team
At a previous meeting, I asked the Board to look within your district for potential candidates that would be willing to serve on a county's Local Technology Planning Team. As you consider candidates from your districts for the LTPT, it is encouraged that you look at a cross-section of community members, which may include, but are not limited to, representatives from libraries, K-12 education, colleges and universities, local health care providers, private businesses, community

organizations, economic development organizations, local governments, tourism, parks and recreation, and agriculture. So far, I've received a couple of names and once a full list of candidates has been submitted, it will be submitted to the Board for review and consideration for appointment.

Commissioner Parrish noted that Mr. Kevin Ward has agreed to be the designee for his district.

h. Informational Item: Duke Site Readiness Survey

Inform the Board that Mr. Alan Pierce completed and submitted the Site Readiness Survey for Duke Energy. The Board will be updated as this process continues.

i. Informational Item: Historic Resources Survey

Mr. Mark Curenton, County Planner, attended a public meeting on Wednesday, May 4th in Carrabelle to hear from Terracon Consultants, Inc., the firm contracted by the Florida Department of State to perform a Historical Resources Survey of the entire county. The following is Mr. Curenton's synopsis of the meeting:

The Florida Department of State is sponsoring a survey to record historic resources in Franklin County. Terracon, the company contracted to perform the actual survey, held a kick-off meeting on May 4 in Carrabelle to explain the purpose of the survey and the process. Teams from Terracon will be identifying and recording buildings, cemeteries, bridges, and other historic sites that are more than 50 years old and have not been recorded previously. The teams will be in the County starting on May 21 to conduct their survey. If you have any questions do not hesitate to contact Mr. Curenton.

Mr. Moron reminded the Board and public of the upcoming workshop on parking issues. Mr. Moron said he would like to do Alligator Point and St. George Island separately as the Board and the Sheriff discuss. Chairman Jones said he thinks that is appropriate. Mr. Moron reminded the Board and the public how the workshops are run and what their purpose is.

21) County Attorney – Michael Shuler

Attorney Shuler had nothing to report to the Board at this time.

Commissioners' Comments & Adjournment

22) Commissioners' Comments

Commissioner Parrish explained his intentions when asking the Board to consider reviewing the minimum square footage requirements. He would like to see affordable housing and sees this as a possible way to address the issue.

23) Adjournment

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

Ricky Jones – Chairman

Attest:

Michele Maxwell – Clerk of Courts