



# BOARD OF COUNTY COMMISSIONERS

**THE KEYSTONE COUNTY-ESTABLISHED 1827**

435 W. Walnut St., Monticello, Florida 32344

**Benjamin "Benny" Bishop**

District 1, Vice-Chair

**Eugene Hall**

District 2

**Hines F. Boyd**

District 3

**Betsy Barfield**

District 4, Chair

**Stephen Walker**

District 5

**Regular Session Agenda  
May 5, 2015 at the Courthouse Annex  
435 W. Walnut St. Monticello, FL 32344**

- 1. 9:00 A.M. – Call to Order, Invocation, Pledge of Allegiance**
- 2. Public Announcements, Presentations, & Awards**
  - a) FDOT Presentation**
- 3. Consent Agenda**
  - a) Approval of the Agenda**
  - b) Minutes of April 21, 2015 Regular Session**
- 4. Citizens Request & Input on Non-Agenda Items (3 Minute Limit)**
- 5. General Business**
  - a) SCOP Bid Recommendation/Watermill Road – Kirk Reams/Daryle Gray**
  - b) SHIP Program Match Request – City of Monticello – Parrish Barwick/Steve Wingate**
  - c) Fire Department Volunteer Stipend SOP – Chief Matthews/Parrish Barwick**
  - d) Lloyd Sidewalk Contractor Services/FDOT Right of Way Agreement – Parrish Barwick**
- 6. County Coordinator**
- 7. Commissioner Discussion Items**
- 8. Adjourn**

From the manual "Government in the Sunshine", page 40:

Paragraph C. Each board, commission or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that if a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and for such purpose he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

**Kirk Reams**  
Clerk of Courts

**Parrish Barwick**  
County Coordinator

**T. Buckingham Bird**  
County Attorney

## **ITEM 3: CONSENT AGENDA ITEMS**

JEFFERSON COUNTY BOARD OF COUNTY COMMISSIONERS  
REGULAR SESSION  
April 21, 2015

The Board met this date in regular session. Present were Chairperson Benjamin “Benny” Bishop, Betsy Barfield, Hines Boyd, Eugene Hall and Stephen Walker. Also present were County Attorney Buck Bird and County Coordinator Parrish Barwick.

**ITEM 1: Call to Order, Invocation, Pledge of Allegiance**

1. Chairman Bishop led the Invocation and Pledge of Allegiance.

**ITEM 2: Public Announcements, Presentations & Awards**

2. Tobacco Prevention Specialist Chastity McCarthy briefly discussed services provided via public health and provided a copy of a newsletter recently disseminated to the community.
3. The MVFD presentation/recognition was postponed until 7 pm.
4. Katrina Richardson, Director of the Monticello-Jefferson County Chamber of Commerce, thanked the Board for their support of the first annual Bike Fest.
5. Property Appraiser Angela Gray gave the Board an update on SB 972/HB 695. These bills affect the Value Adjust Board and would take appointments from the Board and give the authority of appointing to the legislative delegation.

**ITEM 3: Consent Agenda**

6. **Commissioner Barfield made a motion to approve the consent agenda, to which Commissioner Walker seconded for discussion.** Commissioner Bishop inquired about where the money for the budget amendment would come from, to which Nancy Wideman with the Tourist Development Council stated the money was in reserves and they were just increasing the line item with those monies. **The motion carried unanimously.**

**ITEM 4: Citizens Request & Input on Non-Agenda Items**

7. Citizen Roy King provided an update on his comments from the April 7<sup>th</sup> regular session regarding the upper Aucilla logging protection issue. He requested a resolution from the Board supporting the Suwannee River Water Management District purchasing this area. Chairman Bishop stated he had spoken with the SRWMD’s head of land acquisition, who stated they had been in discussions on acquiring this land for a while but no decisions had been made.

**ITEM 5a: Vision ACTION Plan Report**

8. Ron Cichon, Chair of the Economic Development Council, provided a report on the Vision ACTION plan. Julie Conley stated there was a ton of community buy-in and that the EDC’s top priority right now was re-doing the website and they

were currently working on content development. She stated they were also working on a “sales map” of the Industrial Park. City Clerk Emily Anderson briefly commented on the city’s work on downtown improvements, particularly obtaining additional funding to help with pedestrian crossings, ADA issues, landscaping and signage. Dick Bailar and Jed Dillard and also commented on their roles regarding this plan.

**ITEM 5b: Land Development Code Request for Public Hearing**

9. County Attorney Scott Shirley presented a short memorandum containing final changes made to the Land Development Code as a result of the workshop that was held on April 7<sup>th</sup>, 2015. He noted that most changes pertain to home businesses. He requested the Board approve, advertised and schedule the Land Development Code for Public Hearing. The consensus of the Board was to move forward with advertising, with the first public hearing set for May 19<sup>th</sup> at 7 pm and the second public hearing set for June 16<sup>th</sup> at 7 pm.

**ITEM 5c: Lloyd Sidewalk Projects**

10. Commissioner Barfield gave an overview of the Lloyd sidewalks and stated she would be requesting funding form the Board for three sections. She stated that coming before the Board was a last resort, but she had tried various avenues to secure funding but had not been successful. She provided an estimate of \$75,000 for the construction costs of three sections of sidewalk, with a contingency of \$25,000 for a total request of \$100,000. Citizen James Bolan stated the county was worried about thousands of dollars such as this when there were millions wasted on other items. Citizens Pat Pearson, Me Eva Cuyler and Carol Miller spoke in favor of the sidewalks. Citizens Charles Parrish and Willie Hawkins stated concerns about the sidewalk impeding on property. County Coordinator Parrish Barwick requested any specific questions be directed to his office to be addressed. Commissioner Boyd stated he had received calls about the sidewalk that were not positive and stated he did not believe this was a place to spend \$75,000. Commissioner Barfield stated that per the Clerk of Court, money could be transferred from maintenance or contingency. Chairman Bishop stated he was not wholly opposed to the sidewalks but was not in favor of expending contingency money. Commissioner Hall concurred with Chairman Bishop regarding his concern for expending contingency money. Commissioner Boyd recommended looking into a program for sidewalks similar to the program he recommended for assisting citizens fund the paving of private roads. Commissioner Barfield noted the Board had received several different unanticipated revenues, such as the check from Harrell Nut Company and money from the Tax Collector. Commissioner Boyd said this was a dangerous way to budget. Chairman Bishop stated he would support the sidewalks but not all at one time. **On motion by Commissioner Barfield, seconded by Commissioner Walker and carried 3 to 2 (Bishop and Boyd opposed), the Board approved funding the three sidewalk sections in Lloyd for up to \$100,000.**

**ITEM 2a: MVFD Presentation/Recognition**

11. Monticello Volunteer Fire Department Chief Mike Long recognized three recent volunteers that had graduated from fire school: Amber Houston, Austin Malloy and James Hightower. He also presented bunk gear to Mr. James Hightower.

**ITEM 5d: Outdoor Courts/Facilities at Howard Middle School**

12. Commissioner Hall stated this was in its early stages, but he had spoken with School Superintendent Al Cooksey as well as the School Board about fixing up the basketball court at Howard Middle School. He presented the Board with a letter of support from Police Chief Fred Mosley and stated he was not requesting money from the County, but rather its blessing to proceed. He stated his hopes that local businesses, fraternal organizations and the community would fund the resurfacing of the court as well as new goals/nets, etc. Commissioner Boyd inquired if there was anything the County could do, to which Commissioner Hall stated occasional maintenance and a letter of support to the School Board.  
**Commissioner Boyd made a motion that the county provide support in the form assistance from the Recreation Park and Road Department as needed, to which Commissioner Hall seconded.** County Coordinator Parrish Barwick stated an inter-local agreement would likely be needed as well as consideration of the liability/insurance issues. Chairman Bishop requested that County Coordinator Barwick draft a letter to the school Board expressing the Board's support. **The above motion carried unanimously.**

**ITEM 5e: Library Director Position**

13. County Coordinator Parrish Barwick stated the Library Director position had been advertised on the website, in the local paper and also on the state library website but the county only received 2 applications. He stated he was considering advertising for 30-45 more days, including in the Tallahassee Democrat. He also recommended listing the starting salary range at \$40,000 per year. Commissioner Boyd inquired if the two applicants were qualified, to which Coordinator Barwick responded in the affirmative. Commissioner Walker stated he was fine moving forward with the two applicants that responded. County Coordinator Parrish Barwick suggested a committee of five people consisting of himself, former Library Director Kitty Brooks, an appointee from the Friends of the Library, an appointee from the Library Advisory Board and one citizen. Commissioner Barfield suggested citizen Paul Henry as a choice for the citizen appointee.

**ITEM 6: County Coordinator**

14. County Coordinator Barwick stated there was Department of Transportation right of way issue as a result of some quit claim deeds. He stated there was nothing needed other than simply giving DOT the authority to see if right of way is correct.

**ITEM 7: Commissioner Discussion Items**

15. County Attorney Buck Bird provided an update on the re-districting lawsuit and stated the County had counsel in place and had filed a motion to dismiss that should be heard in 14-20 days. He stated there was a very slim chance it would be dismissed, but that the county's attorney was working with the School Board's attorney on the matter.
16. Commissioner Boyd presented the Board with Michel Swearer as his new appointment to the Planning Board. Commissioner Barfield stated this would need to be approved by the Board and requested it be placed on the next consent agenda. Commissioner Boyd stated he would have Mr. Swearer's application placed on the next consent agenda.
17. Commissioner Barfield stated the county sponsored Dirty Pecan bike event had been postponed to May 9<sup>th</sup>. She also stated that the Regional Mobility Plan was being advertised for April 27<sup>th</sup> from 6:00 – 7:30 pm at the Annex. She stated they would be discussing transportation projects for the 5-, 10-, and 15-year plans. She also stated that CRTPA Executive Director Harry Reed was retiring and a search committee was being formed to find a replacement Executive Director.

**ITEM 8: Adjournment**

18. The warrant register was reviewed and bills ordered paid.
19. **On motion by Chairman Bishop, seconded by Commissioner Barfield and unanimously carried, the meeting was adjourned.**

Attest: \_\_\_\_\_  
Clerk

\_\_\_\_\_  
Chairman



# Florida Transportation Plan and Strategic Intermodal System Policy Plan Updates

## *An Overview*

*presented to*

**Jefferson County Board of County Commissioners**

*presented by*

**Ray Kirkland, Florida Department of Transportation  
District 3 Planning**



# What is the Florida Transportation Plan?

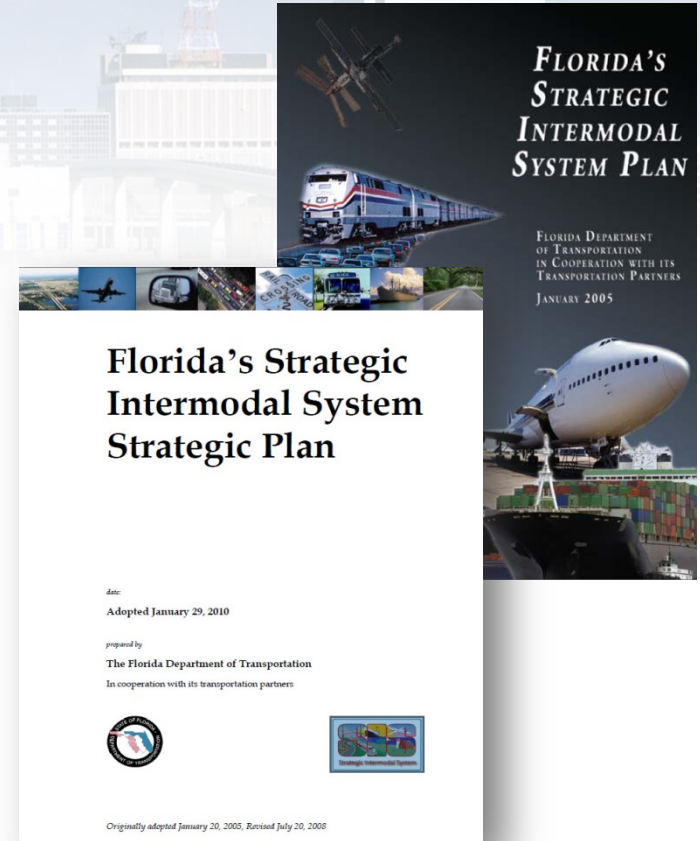
- Florida's long range transportation plan
- A plan for all of Florida
- Provides policy guidance for all transportation partners
- Provides policy framework for expenditure of state and federal transportation funds





# What is the Strategic Intermodal System Policy Plan?

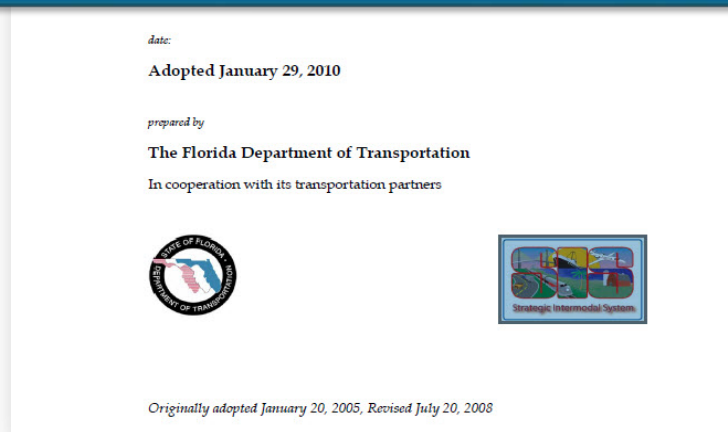
- **Florida's policies and guidance for planning and implementing Florida's Strategic Intermodal System**
  - » Designation criteria
  - » Needs assessment
  - » Prioritization process
  - » Finance strategy
- **Developed by FDOT in consultation with statewide, regional and local partners**



# Looking Ahead: Statewide Plan Updates



**Both to be updated by end of 2015**



# Developing the Policy Framework

- **Partner briefings (ongoing)**
- **Visioning summit and regional forums (completed)**
- **Regional policy workshops (summer)**
- **Statewide policy summit (August)**
- **Draft FTP and SIS Policy Plan for public comment (fall)**
- **Final FTP and SIS Policy Plan adopted (by end of 2015)**



# More Information & Comments



- HOME
- SUMMIT
- REGIONAL FORUMS
- ALTERNATIVE FUTURES
- STEERING COMMITTEE
- ADVISORY GROUPS
- FTP
- SIS POLICY PLAN
- RESOURCES
- COMMENTS**

### Review Our Previous Plans

- Florida Transportation Plan
- SIS Strategic Plan



### About Us

The Florida Department of Transportation (FDOT) is updating the Florida Transportation Plan (FTP) and the Strategic Intermodal System (SIS) Policy Plan. The FTP defines Florida's future transportation vision and identifies goals, objectives, and strategies to accomplish that vision. The FTP is the statewide long-range transportation plan for all of Florida. The SIS Policy Plan identifies policies for planning and implementing Florida's Strategic Intermodal System, the statewide high-priority network of transportation facilities critical to Florida's economic competitiveness.

### Recent News

To guide the update process of the FTP and SIS Plan, FDOT has assembled a Steering Committee. The Steering Committee will provide recommendations to FDOT about the FTP and SIS Policy Plan based on the Committee members' expertise; input from other statewide, regional, and local partners; and supporting technical analysis. The Steering Committee has met twice to discuss the update of the FTP and SIS Policy Plan. Click here for more information about the [Steering Committee](#). Click here to review the [materials](#) that were provided to and discussed by the Steering Committee.

### Upcoming Events

### Florida Transportation Plan



### A Look at Today: Florida's Transportation System



# FloridaTransportationPlan.com

# FloridaTransportationPlan.com

---

**Melanie Weaver Carr**  
**Office of Policy Planning**  
**Florida Department of Transportation**  
**Melanie.Carr@dot.state.fl.us**  
**850-414-4817**



This year, the Florida Department of Transportation celebrates its 100 year anniversary. In 1915, the Florida Legislature created the State Road Department (renamed in 1969), with six employees managing 4,721 miles of surfaced roads on a budget of \$16,410. It is fitting that, with this 100-year anniversary, FDOT is revising two significant transportation plans that establish policy for the future of transportation in Florida: the Florida Transportation Plan (FTP) and the Strategic Intermodal System (SIS) Policy Plan.

The FTP is Florida’s long-range transportation plan that provides 20+ year goals for transportation planning and implementation statewide. The FTP sets the stage for the future of all air, space, water, rail, road, bicycle, and pedestrian transportation, and is used by FDOT as well as Metropolitan Planning Organizations, local governments, Regional Planning Councils, and other partners.

The SIS Policy Plan establishes policies to guide discussions about designations and funding for the state’s largest and most strategic transportation facilities. The SIS facilities are the primary means for moving people and freight between Florida’s diverse regions, as well as to other states and nations. The SIS is Florida’s highest statewide priority for transportation capacity improvements.



## Join the Conversation

We want to hear from you! Understanding and considering ideas and concerns from people and businesses that use transportation, organizations who provide transportation services, transportation planners, and transportation builders is critical to the development of successful FTP and SIS Policy Plans.

Everyone can contribute and everyone’s voice is important. We invite you to join the conversation by commenting on-line, attending a public meeting, or requesting a presentation regarding the FTP/SIS for your organization or group.

To learn more, please visit [FloridaTransportationPlan.com](http://FloridaTransportationPlan.com).





## For more information, visit our web site or contact:

### Central Office:

**Melanie Weaver Carr**

melanie.carr@dot.state.fl.us

850-414-4817

### District 1:

**Sarah Catala**

sarah.catala@dot.state.fl.us

239-225-1981

### District 2:

**Jordan Green**

jordan.green@dot.state.fl.us

386-961-7884

### District 3:

**Victoria Wilson**

victoria.wilson@dot.state.fl.us

850-330-1279

### District 4:

**Lois Bush**

lois.bush@dot.state.fl.us

954-777-4654

### District 5:

**Mary Schoelzel**

mary.schoelzel@dot.state.fl.us

386-943-5398

### District 6:

**Aileen Boucle**

aileen.boucle@dot.state.fl.us

305-470-5201

### District 7:

**Lee Royal**

lee.royal@dot.state.fl.us

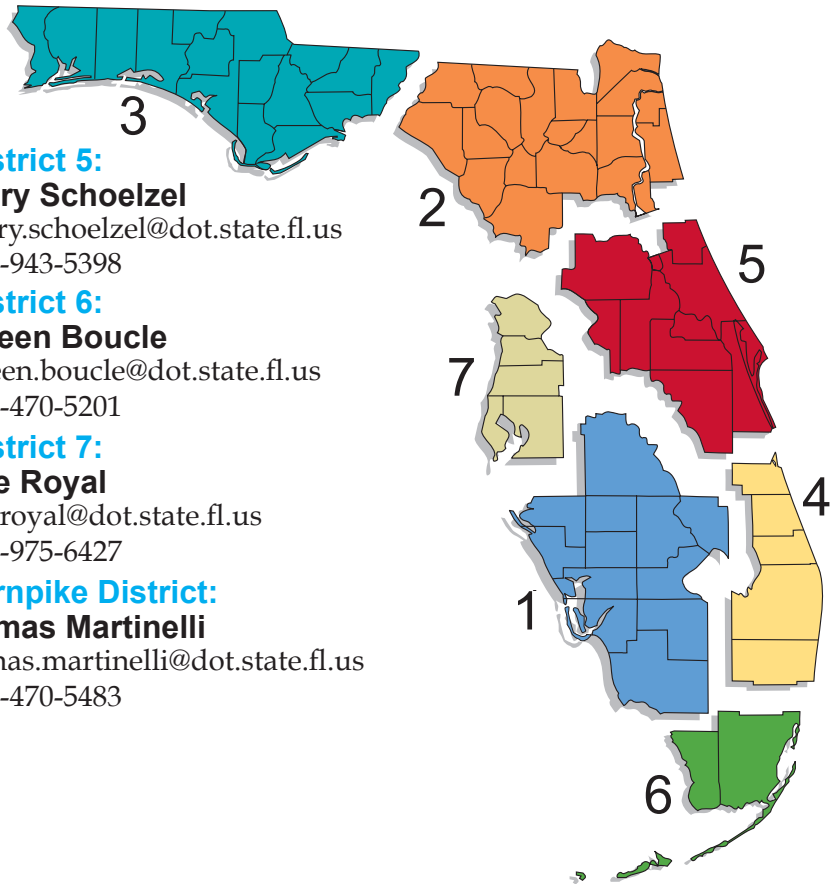
813-975-6427

### Turnpike District:

**Tomas Martinelli**

tomas.martinelli@dot.state.fl.us

305-470-5483



## Transportation System in Florida



### State Highways

**12,099** Centerline Miles

**6,783** Bridges



### Local Roads

**107,674** Centerline Miles

**5,091** Bridges



### Public Transit

**30** Urban Transit Systems

**23** Rural Transit Systems



### Seaports/Waterways

**15** Deepwater Seaports

**3,475** Miles of Intercoastal and Inland Routes



### Aviation

**19** Commercial Airports

**110** Public General Aviation

**620** Private General Aviation



### Spaceports

**2** Spaceports

**5** Active Launch Facilities



### Rail

**2,753** Railway Miles

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the American with Disabilities Act or persons who require translation services (free of charge) should contact Paula San Gregorio at Toll Free 1-866-374-3368, extension 4800 or 850-414-4811 at least seven days prior to the meeting.





## PUBLIC COMMENT FORM

The Florida Department of Transportation encourages written comments. This form is part of the public record.

**Name:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Contact Information:** \_\_\_\_\_

**Date or Meeting Attended:** \_\_\_\_\_

Please make your comment(s) as specific as possible and offer suggestions to address your concerns. You may continue on the back, if necessary. This form is part of the public record.

**COMMENT(S):** \_\_\_\_\_

---



---



---



---



---



---



---



---



---



---



---



---



---



---



---



---



---



---



---



---



---



---

Please give your completed form to FDOT Staff or email to Regina Colson at [regina.colson@dot.state.fl.us](mailto:regina.colson@dot.state.fl.us). If you wish to mail your comment form back please send to: Regina Colson, Florida Department of Transportation, MS 28, 605 Suwannee Street, Tallahassee, FL 32399.

**Additional comment(s) can be made on-line: [www.FloridaTransportationPlan.com](http://www.FloridaTransportationPlan.com)**

Please note: Florida has a very broad public records law. Most written communications to or from state officials regarding state business are public records available to the public and media upon request. Your email communications may be subject to public disclosure.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the American with Disabilities Act or persons who require translation services (free of charge) should contact Paula San Gregorio at Toll Free 866-374-3368, extension 4800 or at 850-414-4811.

**ITEM 5(b): SHIP PROGRAM MATCH  
REQUEST- CITY OF MONTICELLO**

APRIL 29, 2015

Jefferson County Board of County Commissioners  
Jefferson County  
450 W. Walnut St  
Monticello, FL 32344

Commissioners:

The City of Monticello is requesting the Jefferson County commit \$50,000 over the next two years (\$25,000 per year), from the County's State Housing Initiatives Partnership (SHIP) Program as matching funds to the City of Monticello. These funds are intended to secure a Community Development Block Grant, (CDBG) Housing Rehabilitation, and shall be used to significantly rehabilitate housing in the City. Upon approval for the CDBG funding, the City and the County will create an agreement regarding the usage and expenditure of these funds. Jefferson County and the City of Monticello certify that the \$50,000 will be spent after the date of the CDBG grant site visit and prior to submission of the grant administrative closeout.

At this time preliminary scoring shows the city will be in a positive position to be selected as a grant recipient. In the past, County CDBG programs have not been able to serve within the City limits which will be remedied with our selection into the current grant cycle. The needed match funding will go far in assisting our score and you can rest assured the intent of the SHIP funding is being followed to the letter in providing housing improvements to citizens of Jefferson County.

If I can be of further assistance please let me know;

Sincerely,

Steve Wingate, City Manager

**ITEM 5(c): FIRE DEPARTMENT VOLUNTEER  
STIPEND SOP**



## Jefferson County Fire Rescue

Mark Matthews  
Chief

### Jefferson County Volunteer Firefighter Stipend Program SOP

Individuals participating in the Jefferson County volunteer fire service are not employees of Jefferson County Fire Rescue. A stipend program has been developed to reimburse volunteers in consideration of time and expenses involved in performing duties as volunteer first responders to the community.

There will be two stipend periods each year. The stipend periods shall be from October 1<sup>st</sup> thru March 31<sup>st</sup> and from April 1<sup>st</sup> thru September 30<sup>th</sup>. Stipends are to be paid out in the month following the end of each stipend period. The stipend amount for each period is \$300.00.

Only volunteers who are members for the entire six month stipend period shall be eligible to receive a stipend for the period. Participation in multiple departments will not qualify members for multiple stipends.

#### **To qualify for a \$300 stipend for the six month period, a member must:**

- Participate in four of the six countywide training offerings for the period (Evidenced by training roster completed at the time of training and signed by the instructor/facilitator).
- Participate in four of the six station training offerings for the period (Evidenced by training roster completed at the time of training and signed by the instructor/facilitator).
- Training related to the fire service may be substituted at the discretion of the volunteer fire chief (i.e. college courses, online training, or training with other departments).
- Online certificates submitted as evidence of training must have proof of date completed.

#### **To remain eligible for the stipend program a volunteer must have current:**

- Medical clearance
- Drug screening
- Hazmat awareness refresher
- Emergency Medical Responder refresher
- Emergency Vehicle Operation refresher
- CPR certification

**A one-time education stipend of \$50** will be paid to a qualified member who attains additional state fire certification within the stipend period (i.e. EMR, EMT, PARAMEDIC, FFI, FFII, PUMP OPERATOR, HAZMAT OPS, HAZMAT TECH, USAR, FIRE OFFICER, FIRE INSPECTOR, etc.). Refresher certifications does not qualify. A copy of the certificate must be provided to the Volunteer Coordinator for confirmation.

**A one-time recruitment stipend of \$100** will be paid to a member once his or her new recruit has completed one year of service with the volunteer fire department. The Recruitment Form must be completed and submitted to the Volunteer Coordinator with the initial application of the new member (recruit). Members transferring between volunteer departments within Jefferson County will not be considered as a new recruit for that department and will not be eligible for the recruitment stipend.

57 Martin Road  
Monticello, FL 34344  
(850) 342-0182 / fax (850) 342-0181  
E-mail: [mmatthews@jeffersoncountyfl.gov](mailto:mmatthews@jeffersoncountyfl.gov)

**ITEM 5(d): LLOYD SIDEWALK  
CONTRACTOR SERVICES/FDOT RIGHT OF  
WAY AGREEMENT**

Commissioners, you have approved sidewalks be installed along Old Lloyd Road. This is a project that will need to follow our purchasing policies which require the to be bid unless there is an existing contract you can approve that is essentially the same work.

in this case there is such a contract from the state sidewalk work - The U.S. Highway 19 sidewalk project is in progress and the contractor is willing to extend that contract to the county if you so choose.

This item will be asking the Commission for direction on selecting the existing contract to complete the Lloyd Sidewalks.