

BOARD OF COUNTY COMMISSIONERS  
MEETING MINUTES  
JULY 15, 2021  
Bradford County Courthouse – Commission Chambers  
945 N. Temple Avenue  
Starke, FL 32091  
Regular Scheduled Meeting  
Meeting Time 6:30 P.M.



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**PRESENT:** Commissioner District 3 – Chair Joseph C. Dougherty  
Commissioner District 4 – Vice Chair Danny Riddick  
Commissioner District 1 – Carolyn Spooner  
Commissioner District 2 – Kenny Thompson  
Commissioner District 5 – Diane Andrews

**STAFF MEMBERS IN ATTENDANCE:** County Manager/County Attorney Will Sexton; Executive Assistant Alyssa Winston; Clerk of Court & Comptroller Denny Thompson; Chief Deputy Clerk Rachel Rhoden; Finance Director Dana Lafollette; Fire Rescue Director Allen Parrish; Emergency Medical Services Division Chief Dylan Rodgers; Fire Division Chief Ben Carter; Public Works Director Jason Dodds; Zoning Director Randy Andrews; Community Development Director Kelly Canady; and Emergency Management Director, Lt. Brad Witt.

**CALL TO ORDER:** Chair Dougherty called the meeting to order at 6:57 P.M.

**1. PUBLIC COMMENTS:**

- Vyunda Strong
- Patrick Williams

**2. APPROVAL AND/OR ADOPTION OF CONSENT AGENDA:**

- A. APPROVAL OF: A RESOLUTION (Resolution No. 2021-19) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CONFIRMING PROCLAMATIONS OF A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.**
- B. APPROVAL OF: ALLDATA ANNUAL SUBSCRIPTION RENEWAL FOR VEHICLE REPAIR AND MAINTENANCE IN THE AMOUNT OF \$1,500.00 (NO INCREASE).**
- C. APPROVAL OF: PURCHASE OF A CARDIAC MONITOR IN THE AMOUNT OF \$19,292.50 (TO BE PAID FROM RESERVE FOR CONTINGENCY).**
- D. RETROACTIVE APPROVAL OF: WINDOWS BY LISA, INC. INVOICE NO. 2735 FOR BLINDS AT THE GOVERNOR CHARLEY E. JOHNS CONFERENCE CENTER IN THE AMOUNT OF \$984.80 (TO BE PAID WITH TDC FUNDS).**
- E. APPROVAL OF: EXPENDITURE IN AN AMOUNT NOT TO EXCEED \$10,000.00 FOR WINDOW TREATMENTS AT THE GOVERNOR CHARLEY E. JOHNS CONFERENCE CENTER (TO BE PAID WITH TDC FUNDS).**
- F. APPROVAL OF: STATE OF FLORIDA CARES ACT LOCAL GOVERNMENT FUNDING PROGRAM NOTICE OF PROGRAM CLOSEOUT.**

- G. APPROVAL OF: SHIP REHABILITATION FILE # 2018-5-S IN AN AMOUNT NOT TO EXCEED \$35,000.00 (TO BE PAID WITH SHIP FUNDS).**
- H. APPROVAL OF: SURPLUS PROPERTY INVENTORY LIST (DESIGNATION OF CERTAIN PROPERTY AS SURPLUS).**
- I. APPROVAL OF: BOARD OF COUNTY COMMISSIONERS MEETING MINUTES – JUNE 7, 2021.**
- J. APPROVAL OF: BOARD OF COUNTY COMMISSIONERS MEETING MINUTES – JUNE 17, 2021.**
- K. APPROVAL OF: AWARD OF BID TO ANDERSON AND COLUMBIA CO., INC. FOR WIDENING AND RESURFACING SW CR 227 FROM CR 18 TO SW SR 200 (FDOT PROJECT ID: 438252-1-54-01) IN THE AMOUNT OF \$1,428,470.39 (LOWEST BIDDER).**
- L. APPROVAL OF: SATISFACTION OF MORTGAGE ON SHIP REHAB FILE NO. 2014-32-S (MORTGAGE EXPIRED).**
- M. APPROVAL OF: A RESOLUTION (Resolution No. 2021-20) OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CONFIRMING PROCLAMATIONS OF A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.**
- N. APPROVAL OF: REFERRAL OF DELINQUENT EMS ACCOUNTS IN THE AMOUNT OF \$120,834.89 TO NATIONAL RECOVERY AGENCY FOR FURTHER COLLECTION EFFORTS.**
- O. APPROVAL OF: BOARD OF COUNTY COMMISSIONERS BUDGET WORKSHOP MINUTES – JUNE 7, 2021**
- P. APPROVAL OF: ACCEPTANCE OF 2021- JAGC-BRAD-3-Y5-177 FEDERAL FUNDING ASSISTANCE.**
- Q. APPROVAL OF: POWER SYSTEMS PROTECTION ANNUAL AGREEMENT IN THE AMOUNT OF \$1,800.00 FOR ELECTRONIC EQUIPMENT INSPECTION AND MAINTENANCE.**

**MOTION TO: APPROVE THE CONSENT AGENDA**

**MOVED BY: Commissioner Thompson**

**SECONDED BY: Vice Chair Riddick**

**DISCUSSION:**

- Commissioner Spooner requested that *Consent Agenda Item 2 (J): Approval of Board of County Commissioners Meeting Minutes – June 17, 2021*, reflect in the meeting minutes that during discussion, under the consent agenda, she made an objection to consent agenda items E, F, G and H being on the consent agenda and that she requested said items be placed on the regular agenda for further discussion. Commissioner Spooner indicated that at the June 7, 2021 Commission Meeting, there was consensus to have items E, F, G and H on the next regular agenda for discussion.
- Standard practice of preparing meeting minutes.



**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Nay  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 4-1 (Commissioner Spooner dissenting vote).**

**3. PUBLIC HEARING – ENACTMENT OF ORDINANCES – RANDY ANDREWS, ZONING DIRECTOR**

- A. AN ORDINANCE ([Ordinance No. 2021-14](#)) OF BRADFORD COUNTY, FLORIDA, AMENDING THE FUTURE LAND USE PLAN MAP OF THE BRADFORD COUNTY COMPREHENSIVE PLAN, AS AMENDED; RELATING TO AN AMENDMENT OF TEN OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, S210505A, BY THE PROPERTY OWNERS OF SAID ACREAGE.**

Chair Dougherty recognized Randy Andrews who read the ordinance title. Chair Dougherty opened the public hearing; there being no responses, the hearing was closed.

**MOTION TO: APPROVE THE ORDINANCE AS READ.**

**MOVED BY: Commissioner Thompson**

**SECONDED BY: Vice Chair Riddick**

**DISCUSSION:** No discussion.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

- B. AN ORDINANCE ([Ordinance No. 2021-15](#)) OF BRADFORD COUNTY, FLORIDA, AMENDING THE OFFICIAL ZONING ATLAS OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO THE REZONING OF LESS THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 21-05, BY THE PROPERTY OWNERS OF SAID ACREAGE.**

Chair Dougherty recognized Randy Andrews who read the ordinance title. Chair Dougherty opened the public hearing; there being no responses, the hearing was closed.

**MOTION TO: APPROVE THE ORDINANCE AS READ.**

**MOVED BY: Commissioner Andrews**

**SECONDED BY: Commissioner Spooner**

**DISCUSSION:** No discussion.

(July 15, 2021 Regular Meeting)

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

- C. AN ORDINANCE ([Ordinance No. 2021-16](#)) OF BRADFORD COUNTY, FLORIDA, AMENDING THE FUTURE LAND USE PLAN MAP OF THE BRADFORD COUNTY COMPREHENSIVE PLAN, AS AMENDED; RELATING TO AN AMENDMENT OF TEN OR LESS ACRES OF LAND, PURSUANT TO AN APPLICATION, S210609A, BY THE PROPERTY OWNER OF SAID ACREAGE.**

Chair Dougherty recognized Randy Andrews who read the ordinance title. Chair Dougherty opened the public hearing; there being no responses, the hearing was closed.

**MOTION TO: APPROVE THE ORDINANCE AS READ.**

**MOVED BY: Vice Chair Riddick**

**SECONDED BY: Commissioner Thompson**

**DISCUSSION:** No discussion.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

- D. AN ORDINANCE ([Ordinance No. 2021-17](#)) OF BRADFORD COUNTY, FLORIDA, AMENDING THE OFFICIAL ZONING ATLAS OF THE BRADFORD COUNTY LAND DEVELOPMENT REGULATIONS, AS AMENDED; RELATING TO THE REZONING OF LESS THAN TEN CONTIGUOUS ACRES OF LAND, PURSUANT TO AN APPLICATION, Z 21-08, BY THE PROPERTY OWNER OF SAID ACREAGE.**

Chair Dougherty recognized Randy Andrews who read the ordinance title. Chair Dougherty opened the public hearing; there being no responses, the hearing was closed.

**MOTION TO: APPROVE THE ORDINANCE AS READ.**

**MOVED BY: Vice Chair Riddick**

**SECONDED BY: Commissioner Andrews**

**DISCUSSION:** No discussion.



**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

**4. PUBLIC HEARING, ENACTMENT OF ORDINANCES – WILL SEXTON, COUNTY ATTORNEY**

**A. AN ORDINANCE ([Ordinance No. 2021-18](#)) DESIGNATING THE BRADFORD COUNTY SHERIFF AS THE CHIEF CORRECTIONAL OFFICER OF THE BRADFORD COUNTY CORRECTIONAL SYSTEM IN ACCORDANCE WITH SECTION 951.061, *FLORIDA STATUTES*.**

Chair Dougherty recognized Will Sexton who read the ordinance title. Chair Dougherty opened the public hearing; there being no responses, the hearing was closed.

**MOTION TO: APPROVE THE ORDINANCE AS READ.**

**MOVED BY: Commissioner Thompson**

**SECONDED BY: Commissioner Spooner**

**DISCUSSION:** No discussion.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

**B. AN ORDINANCE ([Ordinance No. 2021-19](#)) AMENDING SECTION 2-31 OF THE BRADFORD COUNTY CODE OF ORDINANCES TO ELIMINATE THE LOCAL BOND REQUIREMENT FOR PUBLIC OFFICIALS.**

Chair Dougherty recognized Will Sexton who read the ordinance title. Chair Dougherty opened the public hearing; there being no responses, the hearing was closed.

**MOTION TO: APPROVE THE ORDINANCE AS READ.**

**MOVED BY: Commissioner Thompson**

**SECONDED BY: Commissioner Spooner**

**DISCUSSION:** No discussion

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

**5. COUNTY ATTORNEY REPORTS – WILL SEXTON**

**A. DEPARTMENT BUDGET PRESENTATIONS.**

Mr. Sexton presented a [PowerPoint](#) budget presentation outlining budget recommendations for various Board supervised departments for FY 2021-2022. Mr. Sexton stated that his goal in the budget process was to present a bottom-line budget that was the same as last year, representing no increase in expenditures, noting, however, that there were some department budget where that was not possible.

Mr. Sexton closed by stating that he will continue to work with the Clerk's Office to complete the final budget for future presentation. Mr. Sexton added that there may be some minor adjustments to the budgets presented today due to potential rate changes in retirement and health insurance.

**DISCUSSION:**

- County Attorney budgeted line items.
- FY 2021-2022 Public Works sufficient budgeted funds to address emergencies and maintenance care.
- Collaborative efforts for Public Works to work with other agencies to complete tasks jointly in areas around the County.
- Recognition of Mr. Dodd's day-to-day performance and being fiscally mindful.
- Mr. Dodds performing Construction Engineering and Inspection (CEI) services on FDOT funded projects.
- Inmate work squads in Public Works.
- Vacancies within Public Works.
- Need for additional support staff in Public Works.
- Florida Amendment 2 – \$15 Minimum Wage Initiative.

**After discussion, there was CONSENSUS from the Board TO ADD ONE MORE EMPLOYEE TO THE PUBLIC WORKS – TRANSPORTATION BUDGET TO SUPERVISE AN INMATE WORK SQUAD.**

**B. CONSIDER APPROVAL OF A CAPITAL IMPROVEMENT PLAN FOR FISCAL-YEAR 2021-2022 THROUGH 2025-2026.**

At the request of Mr. Sexton, item 5(B) was pulled from the agenda and is scheduled to be heard during the August 2, 2021 meeting.



**C. DIRECTION ON OUTSIDE ORGANIZATION APPROPRIATION REQUESTS.**

Mr. Sexton requested that the Board entertain a motion to populate the proposed FY 2021-2022 budget with the same funding allocations for [outside organizations](#) as was funded in FY 2020-2021, with the exception of the District 8 Medical Examiner, which instead would be \$50,549.28, and with the other exception of the Bradford Soil and Water Conservation District, holding off until August 2, 2021.

**MOTION TO: MOVE FORWARD WITH THE OUTSIDE FUNDING ORGANIZATIONS, INCLUDING THE \$3,750.00 TO REMAIN THE SAME FOR THE BRADFORD COUNTY FAIR ASSOCIATION, THE DECREASE FROM DISTRICT 8 MEDICAL EXAMINER’S OFFICE, AND HOLDING OFF TO HEAR THE PRESENTATION FROM THE SOIL AND WATER DISTRICT.**

**MOVED BY: Commissioner Thompson**  
**SECONDED BY: Commissioner Andrews**

**DISCUSSION:**

- How funding is utilized in Communities In School.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

**D. REPORT AND UPDATE ON PENDING MATTERS.**

- Recent Tropical Storm/Hurricane Elsa activities and response from county departments and agencies.
- Recognition of the Public Works and Fire Rescue Departments.
- Recognition of the Clerk’s Office, Finance Division for support in preparing the FY 2021-2022 Budget.
- American Rescue Plan Act (ARPA) spend plan is scheduled for presentation on August 2, 2021.

**E. STRATEGIC PLANNING PART 1: [MISSION STATEMENT](#).**

Mr. Sexton presented a Mission, Vision, and Values Statement for Board consideration.

**MOTION TO: ADOPT MISSION, VISION, AND VALUE STATEMENTS AS PRESENTED.**

**MOVED BY: Commissioner Spooner**  
**SECONDED BY: Commissioner Andrews**

**DISCUSSION:**

- Comments pertaining to staff doing a good job in preparing statements.
- Opportunities to make future edits to statements due to evolution in strategic planning.

- Review statements annually and receive feedback from community partners.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye

Commissioner Thompson: Aye

Commissioner Andrews: Aye

Vice Chair Riddick: Aye

Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

**F. DISCUSSION OF THE PUBLIC WORKS DEPARTMENT WORK SCHEDULE.**

Mr. Sexton opened discussions by stating that while he felt it was the Boards direction during a past commission meeting to move forward with adjusting the Public Works – Road Department schedule from Monday – Thursday, 10-hour shifts, to a split schedule of Monday – Thursday, 10-hour shifts, and Tuesday – Friday, 10-hour shifts, in an effort to provide more opportunities to meet citizen needs, he understood that there were members of the Board who wished to discuss the matter further. Chair Dougherty acknowledged that at said referenced meeting, Mr. Dodds and two Commissioners were not present to offer comments on the matter. Chair Dougherty recognized Jason Dodds for comments.

Mr. Dodds provided comments regarding anticipated budget increases and inadequate staff coverage on Mondays and Fridays should the Board split the Road Department schedule to Monday – Thursday, 10-hour shifts and Tuesday – Friday, 10-hour shifts.

**DISCUSSION:**

- Overtime worked on Fridays.
- Monitoring of gas and diesel usage.
- Utilization of additional inmate works squads.
- Pros and cons of working a split schedule of Road Department employees.
- Inmate availability during the week.
- Work performed by inmates.
- Worked performed by Inmate Supervisors.
- Road Department weekly work schedules.
- Requirements to supervise inmates.

Clerk Denny Thompson inquired if the Public Works Department had all the necessary equipment to staff another inmate work squad. Mr. Dodds responded in the positive with the exception of a trailer and possibly a mower.

Commissioner Spooner inquired of Clerk Thompson if there was funding available resulting from Tropical Storm/Hurricane Elsa to assist Mr. Dodds with equipment purchases. Clerk Thompson responded in the negative, stating that Bradford County was not declared a disaster area for federal or state funding.

**There was CONSENSUS from the Board to SPLIT THE INMATE WORK SQUADS MONDAY – THURSDAY AND TUESDAY – FRIDAY AND EVALUATE SPLIT SCHEDULE ON A TRIAL PERIOD.**



**6. PUBLIC WORKS REPORTS – JASON DODDS**

**7. FIRE RESCUE REPORTS – ALLEN PARRISH**

- Presented a [third quarter report](#) concerning Fire Rescue operations.
- In response to Commissioner Spooner’s question regarding COVID, Mr. Parrish stated that his department has seen a 70% increase in positive COVID patients in Bradford County.

**8. SHERIFF REPORTS – GORDON SMITH**

Emergency Manager Lt. Brad Witt, provided the following reports:

- Provided information on necessary thresholds that Bradford County and the State would need to meet in order for FEMA to issue a declaration of disaster.
- Preparation for Tropical Storm/Hurricane Elsa in Bradford County.
- Impacts of Tropical Storm/Hurricane Elsa in Bradford County.
- Reuse of sandbags.
- Everbridge alert notification system.

**9. CLERK REPORTS – DENNY THOMPSON**

**A. BOARD TO SET FISCAL-YEAR 2021-2022 PROPOSED MILLAGE RATE (CURRENT RATE: 9.1104).**

Clerk Denny Thompson recognized Finance Director Dana LaFollette to present options for the Board to set a proposed millage rate for FY 2021-2022.

Ms. LaFollette presented [information](#) outlining options for the Board to consider in setting the FY 2021-2022 proposed millage rate as well as information outlining the county’s trend in utilizing its fund balance or reserves to balance the county budget.

Both Clerk Thompson and Ms. LaFollette advised the Board that whatever they set the proposed millage rate at tonight, that they not increase the tentative millage rate – to be set in September – from the proposed millage rate. An increase from the proposed millage rate would require the county, at an additional cost, to mail out new TRIM notices to taxpayers. In September, the Board may set the tentative millage rate lower than the proposed millage rate and it would not require new TRIM notices.

**MOTION TO: SET THE PROPOSED MILLAGE RATE AT 10.0.**

**MOVED BY: Commissioner Thompson**

**SECONDED BY: Vice Chair Riddick**

**DISCUSSION:**

- Change in FY 2019-2020 fund balance/reserves was in large a result of FEMA reimbursement from Hurricane Irma and the 1-5 cent gas tax revenue.
- CARES revenue will reflect an artificial change in FY 2020-2021 fund balance/reserves.

(July 15, 2021 Regular Meeting)

- Several years of sustained budget cuts needed to evaluate use of fund balance/reserves.
- Revenue sources to address funding Fire Rescue.
- Growth in Florida and impacts to property values.

**Chair Dougherty conducted a roll-call vote:**

Commissioner Spooner: Aye  
Commissioner Thompson: Aye  
Commissioner Andrews: Aye  
Vice Chair Riddick: Aye  
Chair Dougherty: Aye

**THE MOTION CARRIED 5-0**

**10. COMMISSIONERS COMMENTS**

**Commissioner Spooner**

- Presented a [PowerPoint](#) presentation while describing flooding and maintenance issues around the county.

**Commissioner Andrews**

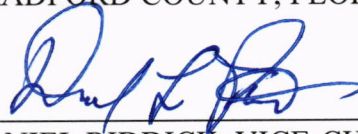
- Repairs made to a bridge and private roads in District 5.
- Requested that a Fire Station be built in Brooker.
- Library bookmobile in Brooker.
- Public Works maintenance needs in District 5.

**11. CHAIRMAN COMMENTS**

- Communicated with Congresswoman Kat Cammack regarding available funding to address damage sustained on a county road that was utilized as a detour route for traffic coming off US 301.

**ADJOURN:** There being no further business, the meeting adjourned at 9:25 P.M.

BOARD OF COUNTY COMMISSIONERS  
BRADFORD COUNTY, FLORIDA



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DANIEL RIDDICK, VICE-CHAIR

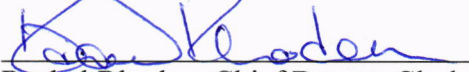
ATTEST:

  
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DENNY THOMPSON, CLERK TO THE BOARD



(July 15, 2021 Regular Meeting)

Minutes prepared by:



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Rachel Rhoden, Chief Deputy Clerk

Minutes approved by BoCC at the Regular Scheduled Meeting on August 19, 2021.