

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

November 5, 2024
9:30 AM
Bradford County Courthouse
945 North Temple Avenue
Starke, Florida 32091

AGENDA

1. Chair to call meeting to order.

2. Public Comments

- Three (3) minutes per speaker;
- Comments will not be accepted after the meeting begins;
- State your name and address into the record before addressing the board;
- Address your questions to the board, not county staff;
- Refrain from demands for an immediate board response; and
- No boisterous behavior, personal, impertinent, or slanderous remarks.

3. Approval of Consent Agenda

ACTION

- A. Meeting Minutes from 10-1-2024
- B. 2025 Commission Meeting Dates
- C. 2025 Holiday Schedule
- D. Third Extension of Local State of Emergency Proclamation for Hurricane Helene – October 15, 2024 – October 22, 2024.
A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CONFIRMING A PROCLAMATION EXTENDING A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.
- E. Extension of Local State of Emergency Proclamation for Hurricane Milton – October 15, 2024 – October 22, 2024
A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CONFIRMING A PROCLAMATION OF THE EXTENTION OF A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.
- F. Agreement Between the County and the Planning Council for Annual Monitoring of Hazardous Waste Generators. (\$7,882)
- G. Agreement Between the County and the Planning Council for Local Government Comprehensive Planning Services (\$13,000)
- H. Approval of Inventory Surplus/Delete List
- I. Approval of TDC Invoices: Christmas on Call Street, Winterfest, Breakfast with Santa (\$4,500)

4. Clerk Reports – Denny Thompson, Clerk to the Board and Clerk of the Circuit Court
5. Sheriff Reports – Gordon Smith, Sheriff
6. County Manager Reports – County Manager, Scott Kornegay
 - A. RFQ 2024-001 Responses and Approval to Enter Contract Negotiations with Selected Firms
7. County Attorney Reports – Rob Bradley
8. Commissioner’s Comments
9. Chair’s Comments

NOTICE:

Pursuant to Section 286.0105, Florida Statutes, notice is hereby provided that, if a person decides to appeal any decision made by the Board of County Commissioners of Bradford County, Florida with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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.

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET (AIIS)

DATE OF MEETING: November 5, 2024

AGENDA ITEM Meeting minutes from 10/01/2024.

DEPARTMENT: Clerk of Court

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

October 1, 2024

9:30 A.M.

Bradford County Courthouse

945 North Temple Avenue

Starke, Florida 32091

MEETING MINUTES

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

PRESS PRESENT: None

STAFF MEMBERS IN ATTENDANCE: County Manager Scott Kornegay; Executive Assistant Amanda Brown; County Attorney Rob Bradley; Chief Deputy Clerk Rachel Rhoden; Fire Rescue Chief Ben Carter; Division Chief Dylan Rodgers; David Weeks; Community Development Director Kelly Canady; Solid Waste Director Bennie Jackson; Public Works Director Jason Dodds; and Sheriff Gordon Smith.

1. **CALL TO ORDER:** Chair Spooner called the meeting to order at 9:30 A.M.
2. **PUBLIC COMMENTS - none**
3. **APPROVAL OF CONSENT AGENDA ITEMS:**
 - A. **MEETING MINUTES FROM 7-18-2024.**
 - B. **AMEND SOMETHING PREVIOUSLY ADOPTED IN THE AUGUST 6, 2024, MEETING MINUTES. UNDER ITEM 4(F) THE RESOLUTION NUMBER 2024-08 SHOULD BE 2024-13. UNDER ITEM (5) THE RESOLUTION NUMBER OF 2024-09 SHOULD BE REMOVED.**
 - C. **RETROACTIVE APPROVAL OF: INTERLOCAL AGREEMENT FOR JOINT APPLICATION FOR THE RURAL INFRASTRUCTURE GRANT IN THE AMOUNT OF \$300,000 (NO COUNTY MATCH).**
 - D. **RETROACTIVE APPROVAL OF APPLICATION FOR RURAL INFRASTRUCTURE GRANT THROUGH FLORIDA COMMERCE IN THE AMOUNT OF \$300,000 (NO COUNTY MATCH).**
 - E. **AWARD SHIP REHAB FILE #2020-1-S TO M & R CONSTRUCTION IN THE AMOUNT OF \$46,170.00 (LOWEST BIDDER).**
 - F. **CONTRACT BETWEEN BOCC AND M & R CONSTRUCTION IN THE AMOUNT OF \$46,170.00.**
 - G. **DEVIATION FROM SHIP LOCAL HOUSING ASSISTANCE PLAN ON SHIP REHAB FILE 2020-1 IN THE AMOUNT OF \$46,170.00.**
 - H. **CHANGE ORDER NO.1 ON SHIP DEMO/REPLACEMENT FILE #2019-6-S IN THE AMOUNT OF \$17,620.00 FOR A NEW SEPTIC, DRAIN FIELD, AND ELECTRICAL CONNECTION.**
 - I. **FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION (FWC) AGREEMENT NO. 19022, AMENDMENT 4 ALLOWING THE COUNTY TO SEEK REIMBURSEMENT FOR THE COSTS OF THE PROJECT WITHOUT FINALIZATION OF PERMITTING.**

Discussion: none

It was **MOVED** by Commissioner Dougherty and **SECONDED** by Commissioner Thompson to approve

the consent agenda.

Motion Carries 5-0

4. PROCLAMATION DECLARING OCTOBER 6-12, 2024 AS NATIONAL 4-H WEEK IN BRADFORD COUNTY.

Chair Spooner read the proclamation into the record. She recognized the 4-H youth in the audience as well as Bailea Scarbrough, the UF/IFAS Extension 4-H Youth Development Agent.

Discussion: none

It was MOVED by Commissioner Dougherty and SECONDED by Commissioner Andrews to approve the proclamation as presented.

Motion Carries 5-0

5. ACCEPTANCE OF BID FROM THOMAS HAMILTON WITH HAMILTON CUSTOM SERVICES, LLC FOR SALE OF BROOKER PROPERTY – 18853 CHARLOTTE AVENUE, IN THE AMOUNT OF \$58,000 (GOV DEALS 12% FEE - \$7,250; TOTAL SALE - \$65,250).

Chair Spooner recognized Mr. Kornegay who recommended that the board approve the bid of \$58,000 acknowledging that the bid does not meet the reserve previously set by the board.

Discussion: none

It was MOVED by Commissioner Thompson and SECONDED by Commissioner Dougherty to accept the bid.

Motion Carries 5-0

6. COMMUNITY RESOURCE PARAMEDICINE PROGRAM UPDATE – LT. DAVID WEEKS

Chair Spooner recognized Lt. Weeks who shared a PowerPoint presentation highlighting the following:

- Naloxone cabinet initiative
- University of Florida internship program
- Meridian partnership
- Mobile support unit
- Future events: Deterra Drug Destruction System; Drug Take Back Day; Coordination with GFR MAT

Discussion:

- Comments expressing thanks for partnership with Meridian.
- Placement of naloxone throughout the county.
- Chief Carter commended Lt. Weeks on overseeing the program.

7. CLERK REPORTS – DENNY THOMPSON

Clerk Thompson advised that the board consider setting a calendar for budget workshops and to coordinate said workshops after a morning board meeting.

Discussion:

- Interest expressed in scheduling budget workshops in January, starting with the sheriff, fire rescue, and public works. Smaller budgets can be combined.
- CIPs (Capital Improvement Project) for constitutional officers are usually known; board department CIP needs should be discussed further.
- In response to Mr. Kornegay’s inquiry on board interest to include constitutional officers in the budget workshops, Chair Spooner stated, “to answer your question, do we want to include the constitutionals in the CIP plan, it involves them as well, but not their detailed budget so to speak, so yes”.
- Commissioner Dougherty shared that everyone should be included in the budget workshops.
- Clerk Thompson shared comments on the need to include securing his office in the CIP.

Chair Spooner directed the county manager to bring back proposed dates for budget workshops to the board for consideration.

8. SHERIFF REPORTS – GORDON SMITH

With respect to Hurricane Helene, Sheriff Smith reported the following:

- Thanked everyone who provided support during Hurricane Helene.
- Will send a team to Taylor County for cleanup assistance.
- Mosley Tire has a trailer setup for donations to take to the Taylor County area.
- Recognized Emergency Management Director, Captain Brad Witt who reported the following:
 - Recognized the hardships that the big bend counties have been through with recent storm events.
 - Expressed appreciation to the board and county departments.
 - Staff is performing storm damage assessments to share with the state for potential assistance.
 - Staff is removing debris from roadways, called “cut and toss” operations.
 - State crews will be removing debris from state roads in the coming days.
 - Bradford County, as a fiscally constrained eligible county, has put in a request to have the state remove debris from county roads.

Discussion:

- Acknowledgement of partnerships during the storm.
- Representative Bobby Payne’s office encourages senior citizens to contact his office at (386) 312-2247 for assistance with post storm cleanup.
- Mr. Kornegay encouraged the board to contact Senator Bradley and other legislative leaders to thank them for their support of state funding for debris removal in fiscally constrained counties.

9. COUNTY MANAGER REPORTS – SCOTT KORNEGAY

Mr. Kornegay recognized Chief Carter who applied for and was awarded a grant for eight Lucas 3 devices (automated CPR devices). Chief Carter called upon his staff to demonstrate the use of said equipment, highlighting the following features of the device:

- Battery life of 45 minutes
- Allows for safer, more efficient transport of a patient needing CPR
- Can utilize on a patient in a sitting upright position
- All 3 engines, 4 front line rescues, and 1 battalion truck have these devices
- There is a size limit for use of the device
- Device will allow for the transport of a patient in cardiac arrest to Gainesville to access a cath lab (cardiac catheterization lab), which is not available in Starke.

Mr. Kornegay commended Capt. Witt on his leadership during Hurricane Helene and recognized Chair Spooner for her participation in all scheduled EOC meetings.

10. COUNTY ATTORNEY REPORTS – ROB BRADLEY - none

11. COMMISSIONER’S COMMENTS

Comments from all the board members expressing thanks to all departments, offices, and outside partners for their participation and response during Hurricane Helene.

Commissioner Andrews:

- Acknowledged the Green family’s tragic loss of a young child.
- Expressed gratitude for the state appropriations for a new fire station in Brooker.

Commissioner Dougherty

- Comments commending the board for the steps it made to sell the former pizza hut building that allowed a new business, G’s BBQ, to open in its place.

12. CHAIR’S COMMENTS

ADJOURN: There being no further business, the meeting adjourned at 10:23 a.m.

**BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA**

CAROLYN SPOONER, CHAIR

October 1, 2024
BoCC Meeting Minutes

ATTEST:

DENNY THOMPSON, CLERK TO THE BOARD

MINUTES PREPARED BY: **_____**
RACHEL RHODEN, CHIEF DEPUTY CLERK

Minutes approved by the BOCC during a scheduled meeting on: _____

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: November 5, 2024

AGENDA ITEM 2025 Commission Meeting Dates

DEPARTMENT: County Manager

PURPOSE: Approval of County Commission meeting dates for 2025

Board of County Commissioners of Bradford County, Florida

2025 Meeting Dates

BoCC Approved _____

January 7, 2025	Tuesday	9:30 AM
January 16, 2025	Thursday	6:30 PM

February 4, 2025	Tuesday	9:30 AM
February 20, 2025	Thursday	6:30 PM

March 4, 2025	Tuesday	9:30 AM
March 18, 2025	Tuesday	6:30 PM

April 1, 2025	Tuesday	9:30 AM
April 17, 2025	Thursday	6:30 PM

May 6, 2025	Tuesday	9:30 AM
May 15, 2025	Thursday	6:30 PM

June 4, 2025	Tuesday	9:30 AM
June 17, 2025	Tuesday	6:30 PM

July 1, 2025	Tuesday	9:30 AM
July 17, 2025	Thursday	6:30 PM

August 5, 2025	Tuesday	9:30 AM
August 21, 2025	Thursday	6:30 PM

September 2, 2025	Tuesday	9:30 AM
September 25, 2025	Thursday	6:30 PM

October 7, 2025	Tuesday	9:30 AM
October 16, 2025	Thursday	6:30 PM

November 4, 2025	Tuesday	9:30 AM
November 18, 2025	Tuesday	6:30 PM

December 2, 2025	Tuesday	9:30 AM
December 18, 2025	Thursday	6:30 PM

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: November 5, 2025

AGENDA ITEM 2025 Holiday Schedule

DEPARTMENT: County Manager

PURPOSE: Approval of 2025 BOCC Holiday Schedule

HOLIDAY SCHEDULE – CALENDAR YEAR 2025

No.	Holiday	Day	Date	Clerk	Courts	BoCC
1	New Years (Observed)	Wednesday	January 1, 2025	x	x	x
2	Martin Luther King Day	Monday	January 20, 2025	x	x	x
3	Good Friday	Friday	April 18, 2025	x	x	x
4	Memorial Day	Monday	May 26, 2025	x	x	x
5	Juneteenth	Thursday	June 19, 2025	Admin. Day	n/a	x
<i>The clerk's office cannot close on Juneteenth since the courts will be open; however, clerk staff may take Juneteenth off anytime during the calendar year, so long as their work area is covered, as a clerk approved administrative day.</i>						
6	Independence Day	Friday	July 4, 2025	x	x	x
7	Labor Day	Monday	September 1, 2025	x	x	x
	<i>Rosh Hashanah</i>	<i>Tuesday</i>	<i>September 23, 2025</i>	<i>n/a</i>	<i>x</i>	<i>n/a</i>
	<i>Yom Kippur</i>	<i>Thursday</i>	<i>October 2, 2025</i>	<i>n/a</i>	<i>X</i>	<i>n/a</i>
8	Veterans Day	Tuesday	November 11, 2025	x	x	x
9	Thanksgiving Day	Thursday	November 27, 2025	x	x	x
10	Day after Thanksgiving	Friday	November 28, 2025	x	x	x
11	Christmas Eve	Wednesday	December 24, 2025	x	x	x
12	Christmas Day	Thursday	December 25, 2025	x	x	X
13	Day After Christmas	Friday	December 26, 2025	x	x	x

X = Scheduled Holiday

Included for informational purposes:

- The Eighth Judicial Circuit Court “courts” schedule is included for informational purposes only.
- The Office of the Clerk of Court must remain open when the courts are open, unless approved by the Chief Judge to close.
- Per board personnel policy:
 - The board declares 11 official paid holidays (as noted above).
 - Holidays falling on Saturday are observed on the preceding Friday.
 - Holidays falling on Sunday are observed on the following Monday.

Board approved on 10/17/2024

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: November 5, 2024

AGENDA ITEM Extension of Local State of Emergency Proclamation for Hurricane Milton – October 15, 2024 – October 22, 2024

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CONFIRMING A PROCLAMATION OF THE EXTENTION OF A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

DEPARTMENT: Emergency Management

PURPOSE: The Local State of Emergency was extended for an additional seven days for Hurricane Milton on October 15, 2024.

RESOLUTION 2024 - _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CONFIRMING A PROCLAMATION EXTENDING A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on March 5, 2011, the Board of County Commissioners of Bradford County, Florida adopted Ordinance 2001-05; later codified as Chapter 26 of the *Bradford County Code of Ordinances* (hereinafter referred to as the *Code*) invoking the powers provided for in Chapter 252, *Florida Statutes*; and

WHEREAS, pursuant to Section 26-8(a) of the *Code*, the Board of County Commissioners of Bradford County, Florida granted authority to the Emergency Management Director to declare, by proclamation, a state of local emergency from time to time when it is determined that conditions exist giving rise to such a declaration, and;

WHEREAS, according to Section 252.38(3)(a)(5), *Florida Statutes*, the duration of each state of emergency declared locally is limited to seven days and may be extended, as necessary, in seven-day increments; and

WHEREAS, on September 24, 2024, the Bradford County Board of County Commissioners Chairman signed a Proclamation Declaring a Local State of Emergency for Bradford County due to Potential Tropical Cyclone Nine; and

WHEREAS, the National Hurricane Center upgraded Potential Tropical Cyclone Nine to Hurricane Helene, which made landfall as a Category 4 storm on September 26, 2024.

WHEREAS, the devastating effects of Hurricane Helene – specifically including, accumulated debris, downed trees and power lines, loss of power, and other serious damage, particularly damage resulting from the severe wind event – were felt by Bradford County and its residents; and

WHEREAS, the impact of Hurricane Helene requires timely precautions be taken to protect the community, critical infrastructure, and the general welfare of Bradford County, Florida; and

WHEREAS, on October 15, 2024, the Bradford County Board of County Commissioner's Chairman declared and proclaimed a third extension to the local state of emergency in Bradford County, Florida for the purpose of activating the *Bradford County Comprehensive Emergency Management Plan* and authorize the utilization of emergency powers provided under Sections 252.31 through 252.62, *Florida Statutes*; and

WHEREAS, the Board of County Commissioners of Bradford County, Florida finds that the aforementioned declaration of a state of local emergency for the period commencing on October 15, 2024, and continuing through October 22, 2024, was and remains in the best interest of Bradford County, Florida and its citizens.

NOW THEREFORE be it resolved by the Board of County Commissioners of Bradford County, Florida as follows:

Section 1. Adoption and Incorporation of Recitals.

The Board of County Commissioners of Bradford County, Florida adopts the above-outlined recitals and incorporates them herein as part and parcel of this resolution.

Section 2. Purpose and Authority for Resolution.

This resolution is adopted for the purpose of confirming the October 15, 2024, proclamation by the Bradford County Board of County Commissioners Chairman declaring a local state of emergency in Bradford County, Florida for the purpose of activating the *Bradford County Comprehensive Emergency Management Plan* and authorizing the utilization of emergency powers provided -- and is adopted pursuant to the authority granted by Chapters 125 and 252, *Florida Statutes*, Chapter 26, *Bradford County Code of Ordinances*.

Section 3. Confirmation of Proclamation and Declaration of Emergency.

The Board of County Commissioners of Bradford County, Florida hereby confirms the October 15, 2024, Proclamation by the Bradford County Board of County Commissioner's Chairman declaring and extending a local state of emergency in Bradford County, Florida for the purpose of activating the *Bradford County Comprehensive Emergency Management Plan* and authorizing the utilization of emergency powers, attached hereto as "Exhibit 1" and incorporated herein by reference, and declares a local state

of emergency in Bradford County, Florida for the period commencing on October 15, 2024, and continuing through October 22, 2024.

Section 4. Effective Date of Resolution

This resolution shall be effective immediately upon adoption by the Board of County Commissioners of Bradford County, Florida.

The remainder of this page intentionally left blank.

RESOLVED AND ADOPTED by the Board of County Commissioners of Bradford County, Florida, with a quorum present and voting, this 5th day of November 2024.

BOARD OF COUNTY COMMISSIONERS
OF BRADFORD COUNTY, FLORIDA

By: CAROLYN SPOONER, its
Chairwoman

ATTEST:

By: DENNY THOMPSON, as
Clerk to the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

By: ROB BRADLEY, as
County Attorney

EXHIBIT 1

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

PROCLAMATION DECLARING A LOCAL STATE OF EMERGENCY

A PROCLAMATION BY THE BRADFORD COUNTY BOARD OF COUNTY COMMISSIONERS, DECLARING A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA RELATED TO HURRICANE HELENE AND AS AUTHORIZED BY SECTION 252.38(3)(a)(5), *FLORIDA STATUTES*.

WHEREAS, on March 5, 2001, the Board of County Commissioners of Bradford County, Florida adopted Ordinance 2001-05, later codified as Chapter 26 of the *Bradford County Code of Ordinances* invoking the powers provided for in Chapter 252, Florida Statutes; and

WHEREAS, pursuant to Section 26-8(a) of the *Bradford County Code of Ordinances*, the Chair of the Board of County Commissioners may declare, by proclamation, a State of Local Emergency when it is determined that conditions exist giving rise to such a declaration: and

WHEREAS, according to Section 252.38(3)(a)(5), Florida Statutes, the duration of each state of emergency declared locally is limited to seven days and may be extended, as necessary; and

WHEREAS, on September 24th, 2024, Potential Tropical Cyclone Nine a broad area of low pressure over the northwestern Caribbean Sea. The System had a high chance of tropical cyclone formation during the next day or two and was likely to bring tropical storm conditions to land areas within the next 36 to 48 hours; and on September 25th, 2024, the National Hurricane Center upgraded Potential Tropical Cyclone Nine to Hurricane Helene; and on September 26th, 2024, Hurricane Helene made landfall within the Florida Big Bend area as a devastating Category 4 storm, producing life threatening wind, flooding and debris.; and

WHEREAS, Hurricane Helene produced conditions of flash flooding, inundated waterways, and raised water levels of streams, rivers, and lakes; and

WHEREAS, given the condition of Bradford County and the rainfall, flooding conditions, wind and impacted structures and roadways; and

WHEREAS, a review of all relevant factors, including the information outlined herein and the continual removal of debris, indicates that current conditions pose a severe threat to Bradford County, Florida; and

WHEREAS, the effects of Hurricane Helene requires that timely precautions be taken to protect the community, critical infrastructure and general welfare of Bradford County, Florida; and

WHEREAS, the impacts of Hurricane Helene created a severe and immediate threat to the health, safety and welfare of the citizens of Bradford County, Florida; and

WHEREAS, said severe and immediate threat to the health, safety and welfare of the citizens of Bradford County represents a true and active emergency; and

WHEREAS, the declaration of a local state of emergency under these conditions is determined to be in the best interest of Bradford County and its citizens.

NOW THEREFORE, pursuant to the authority granted by Chapter 26, *Bradford County Code*, and Chapter 252, *Florida Statutes*, for the aforementioned and above-outlined reasons, the undersigned, *Commissioner Carolyn Spooner, Chair of the Board of County Commissioners*, hereby (1) declares and proclaims a local state of emergency in Bradford County, Florida, for the period commencing on **October 15th, 2024** and continuing through **October 22nd, 2024**; and (2) activates the *Bradford County Comprehensive Emergency Management Plan* and authorizes the utilization of the emergency powers provided under Sections 252.31 through 252.62, *Florida Statutes*.

PROCLAIMED this 15th Day of October, 2024

By: 
Commissioner Carolyn Spooner as its
Chair of the Board of County Commissioners

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: October 17, 2024

AGENDA ITEM Local State of Emergency Proclamation for Hurricane Milton
– October 7, 2024 – October 14, 2024.

A RESOLUTION OF THE BOARD OF COUNTY
COMMISSIONERS OF BRADFORD COUNTY,
FLORIDA CONFIRMING A PROCLAMATION OF A
LOCAL STATE OF EMERGENCY IN BRADFORD
COUNTY, FLORIDA; AND PROVIDING AN
EFFECTIVE DATE.

DEPARTMENT: Emergency Management

PURPOSE: A Local State of Emergency was proclaimed for Hurricane
Milton October 7, 2024.

RESOLUTION 2024 - _____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA CONFIRMING A PROCLAMATION OF THE EXTENTION OF A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on March 5, 2011, the Board of County Commissioners of Bradford County, Florida adopted Ordinance 2001-05; later codified as Chapter 26 of the *Bradford County Code of Ordinances* (hereinafter referred to as the *Code*) invoking the powers provided for in Chapter 252, *Florida Statutes*; and

WHEREAS, pursuant to Section 26-8(a) of the *Code*, the Board of County Commissioners of Bradford County, Florida granted authority to the Emergency Management Director to declare, by proclamation, a state of local emergency from time to time when it is determined that conditions exist giving rise to such a declaration, and;

WHEREAS, according to Section 252.38(3)(a)(5), *Florida Statutes*, the duration of each state of emergency declared locally is limited to seven days and may be extended, as necessary, in seven-day increments; and

WHEREAS, on October 7, 2024, Hurricane Milton was identified as a Category 3 storm with continued intensification, with the potential to produce conditions of flash flooding, inundated waterways, raised water levels of streams, rivers, and lakes with structure and roadway impacts upon its anticipated landfall; and

WHEREAS, the impact of Hurricane Milton requires timely precautions be taken to protect the community, critical infrastructure, and the general welfare of Bradford County, Florida; and

WHEREAS, on October 15, 2024, the Bradford County Board of County Commissioner's Chairman declared and proclaimed an extension to the local state of emergency in Bradford County, Florida for the purpose of activating the *Bradford County Comprehensive Emergency Management Plan* and authorize the utilization of emergency powers provided under Sections 252.31 through 252.62, *Florida Statutes*; and

WHEREAS, the Board of County Commissioners of Bradford County, Florida finds that the aforementioned declaration of a state of local emergency for the period commencing on October 15, 2024, and continuing through October 22, 2024, was and remains in the best interest of Bradford County, Florida and its citizens.

NOW THEREFORE be it resolved by the Board of County Commissioners of Bradford County, Florida as follows:

Section 1. Adoption and Incorporation of Recitals.

The Board of County Commissioners of Bradford County, Florida adopts the above-outlined recitals and incorporates them herein as part and parcel of this resolution.

Section 2. Purpose and Authority for Resolution.

This resolution is adopted for the purpose of confirming the October 7, 2024, proclamation by the Bradford County Board of County Commissioners Chairman

declaring a local state of emergency in Bradford County, Florida for the purpose of activating the *Bradford County Comprehensive Emergency Management Plan* and authorizing the utilization of emergency powers provided -- and is adopted pursuant to the authority granted by Chapters 125 and 252, *Florida Statutes*, Chapter 26, *Bradford County Code of Ordinances*.

Section 3. Confirmation of Proclamation and Declaration of Emergency.

The Board of County Commissioners of Bradford County, Florida hereby confirms the October 15, 2024, proclamation by the Bradford County Board of County Commissioner's Chairman declaring a local state of emergency in Bradford County, Florida for the purpose of activating the *Bradford County Comprehensive Emergency Management Plan* and authorizing the utilization of emergency powers, attached hereto as "Exhibit 1" and incorporated herein by reference, and declares a local state of emergency in Bradford County, Florida for the period commencing on October 15, 2024, and continuing through October 22, 2024.

Section 4. Effective Date of Resolution

This resolution shall be effective immediately upon adoption by the Board of County Commissioners of Bradford County, Florida.

The remainder of this page intentionally left blank.

RESOLVED AND ADOPTED by the Board of County Commissioners of Bradford County, Florida, with a quorum present and voting, this 5th day of November, 2024.

BOARD OF COUNTY COMMISSIONERS
OF BRADFORD COUNTY, FLORIDA

By: CAROLYN SPOONER, its
Chairwoman

ATTEST:

By: DENNY THOMPSON, as
Clerk to the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

By: ROB BRADLEY as
County Attorney

EXHIBIT 1

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

PROCLAMATION DECLARING A LOCAL STATE OF EMERGENCY

A PROCLAMATION BY THE BRADFORD COUNTY BOARD OF COUNTY COMMISSIONERS, DECLARING A LOCAL STATE OF EMERGENCY IN BRADFORD COUNTY, FLORIDA RELATED TO MAJOR HURRICANE MILTON AND AS AUTHORIZED BY SECTION 252.38(3)(a)(5), *FLORIDA STATUTES*.

WHEREAS, on March 5, 2001, the Board of County Commissioners of Bradford County, Florida adopted Ordinance 2001-05, later codified as Chapter 26 of the *Bradford County Code of Ordinances* invoking the powers provided for in Chapter 252, Florida Statutes; and

WHEREAS, pursuant to Section 26-8(a) of the *Bradford County Code of Ordinances*, the Chair of the Board of County Commissioners may declare, by proclamation, a State of Local Emergency when it is determined that conditions exist giving rise to such a declaration: and

WHEREAS, according to Section 252.38(3)(a)(5), Florida Statutes, the duration of each state of emergency declared locally is limited to seven days and may be extended, as necessary; and

WHEREAS, on October 7th, 2024, Hurricane Milton became a Major Category 3 storm, with continued intensification and expected landfall within the next 24-36 hours. The System can produce devastating storm surge, flooding, extreme winds, and life-threatening conditions.

WHEREAS, Major Hurricane Milton is expected to produce devastating storm surge, extreme winds, flooding, and life-threatening conditions.

WHEREAS, given the condition of Bradford County and the rainfall, flooding conditions, wind and impacted structures and roadways; and

WHEREAS, a review of all relevant factors, including the information outlined herein and the continual removal of debris, indicates that current conditions pose a severe threat to Bradford County, Florida; and

WHEREAS, the effects of Major Hurricane Milton requires that timely precautions be taken to protect the community, critical infrastructure and general welfare of Bradford County, Florida; and

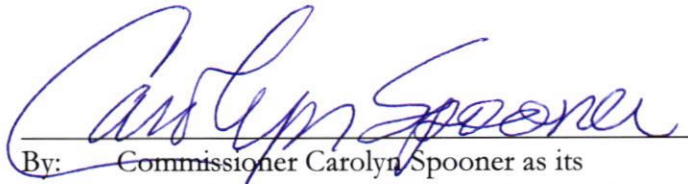
WHEREAS, the impacts of Major Hurricane Milton have created a severe and immediate threat to the health, safety and welfare of the citizens of Bradford County, Florida; and

WHEREAS, said severe and immediate threat to the health, safety and welfare of the citizens of Bradford County represents a true and active emergency; and

WHEREAS, pursuant to Executive Orders 214 and 215, the declaration of a local state of emergency under these conditions is determined to be in the best interest of Bradford County and its citizens.

NOW THEREFORE, pursuant to the authority granted by Chapter 26, *Bradford County Code*, and Chapter 252, *Florida Statutes*, for the aforementioned and above-outlined reasons, the undersigned, *Commissioner Carolyn Spooner, Chair of the Board of County Commissioners*, hereby (1) declares and proclaims a local state of emergency in Bradford County, Florida, for the period commencing on **October 15th, 2024** and continuing through **October 22nd, 2024**; and (2) activates the *Bradford County Comprehensive Emergency Management Plan* and authorizes the utilization of the emergency powers provided under Sections 252.31 through 252.62, *Florida Statutes*.

PROCLAIMED this 15th Day of October, 2024


By: Commissioner Carolyn Spooner as its
Chair of the Board of County Commissioners

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: November 5, 2024

AGENDA ITEM Agreement Between the County and the Planning Council for Annual Monitoring of Hazardous Waste Generators

DEPARTMENT: North Central Florida Regional Planning Council

PURPOSE: Proposed agreement for the NCFRPC to continue monitoring hazardous waste generators located in the County for FY 2025.

ASSOCIATED COST(S): \$7,882.00

BUDGET LINE (G/L #): 113-65-534-31000-00



Serving Alachua
Bradford • Columbia
Dixie • Gilchrist • Hamilton
Lafayette • Levy • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

October 8, 2024

Mr. Scott Kornegay
County Manager
Bradford County
945 North Temple Avenue
Starke, FL 32091-1286

RE: Fiscal Year 2025
Agreement Between the County and the Planning Council
for Annual Monitoring of Hazardous Waste Generators

Dear Scott:

Please find enclosed two copies, with original Planning Council signatures, of the above referenced proposed agreement between the County and the Planning Council for the Planning Council to continue its monitoring of hazardous waste generators located in the County for Fiscal Year 2025 in the amount of \$7,882. Please note that the method of compensation for services provided pursuant to this Agreement is on a fixed fee basis.

Subsequent to approval of the above referenced agreement by the Board of County Commissioners, please have both copies dated on Page 1 and signed on Page 4, retain one copy of the Agreement with original signatures for the County files and return one signed copy of the Agreement with original signatures to me for the Planning Council's files.

If you have any questions concerning this Agreement, please do not hesitate to contact me at 352.955.2200, ext. 101.

Sincerely,

Scott R. Koons, AICP
Executive Director

Enclosures

o:\koons\harardous waste monitoring agreements\2025\2025 sqg agreements letter merge.docx

FISCAL YEAR 2025

HAZARDOUS WASTE MONITORING AGREEMENT BETWEEN

BOARD OF COUNTY COMMISSIONERS
OF BRADFORD COUNTY, FLORIDA

AND THE

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

This Agreement made and entered into this _____ day of _____ 2024, by and between the Board of County Commissioners of Bradford County, Florida, hereinafter referred to as the "Purchaser" and the North Central Florida Regional Planning Council, hereinafter referred to as the "Planning Council".

This AGREEMENT/CONTRACT IS ENTERED INTO BASED UPON THE FOLLOWING FACTS: The Purchaser desires to engage the Planning Council to render certain technical or professional services; and

The Planning Council possesses the qualifications and expertise to perform the services required.

NOW THEREFORE, THE PURCHASER AND THE PLANNING COUNCIL DO MUTUALLY AGREE AS FOLLOWS:

ARTICLE I - SCOPE OF SERVICES

The Planning Council agrees to provide services to the Purchaser in accordance with the terms and conditions set forth in Appendix A, Scope of Services, of this Agreement which is incorporated by reference herein and considered as an integral part of this Agreement.

ARTICLE II - COMPENSATION

The Planning Council shall be paid by the Purchaser a fixed fee of Seven Thousand Eight Hundred Eighty-Two Dollars and No Cents (\$7,882.00) for services provided in completing the Scope of Services described in Appendix A, which is incorporated herein by reference.

Payment to the Planning Council for services rendered in accordance with the Scope of Services as set forth in Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement, will become due within thirty (30) days following receipt by the Purchaser of a requisition of payment. Requisitions may be made on a monthly basis.

ARTICLE III - TIME COMPLETION

This Agreement shall begin on October 1, 2024 and shall end on September 30, 2025. Any allowable costs incurred by the Planning Council during the period covered by this Agreement in providing services in performing the work described in Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement are eligible expenses chargeable to the Purchaser. However, if this Agreement is not executed by all parties, the Purchaser shall not be liable for any such costs incurred by the Planning Council.

ARTICLE IV - TERMINATION WITHOUT CAUSE

Each party may terminate this Agreement without cause providing fifteen (15) days written notice to the other. Written notice shall be via U.S. Mail, first class mail, postage prepaid, by certified mail, return receipt requested. In such an event, all finished or unfinished documents and other materials prepared by the Planning Council pursuant to this Agreement shall become the property of the Purchaser. Upon termination as provided in this Article, the Planning Council shall be reimbursed for all of its actual costs incurred in providing services hereunder this Agreement as the same are defined in Article II of this Agreement.

ARTICLE V - DEFAULT AND TERMINATION

The failure of either party to comply with any provision of this Agreement shall place that party at default. Prior to terminating this Agreement, the nondefaulting party shall notify the defaulting party in writing. Written notice shall be via U.S. Mail, first class mail, postage prepaid, by certified mail, return receipt requested. The notification shall make specific reference to the provision which gave rise to the default. The defaulting party shall then be entitled to a period of ten (10) days in which to cure the default. In the event said default is not cured within the ten (10) day period, the Agreement may be terminated. The failure of either party to exercise this right shall not be considered a waiver of such right in the event of any further default or noncompliance. Upon default and termination as provided in this Article, the Planning Council shall be reimbursed for all of its actual costs incurred in providing services hereunder this Agreement as the same are defined in Article II of this Agreement and all finished or unfinished documents and other materials prepared by the Planning Council pursuant to this Agreement shall become the property of the Purchaser.

ARTICLE VI - NONDISCRIMINATION

In carrying out the work of this Agreement, the Planning Council shall not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin or handicapped status. The Planning Council shall take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, creed, color, sex, national origin or handicapped status. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Planning Council agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. The Planning Council shall, in all solicitations or advertisements for employees placed by or on behalf of the Planning Council, state that it is an Equal Opportunity/Affirmative Action Employer. The Planning Council shall incorporate the foregoing requirement of this paragraph in all subcontracts for services covered by this Agreement.

ARTICLE VII - LIABILITY

The Planning Council hereby agrees to hold harmless the Purchaser, to the extent allowed and required by law, from all claims, demands, liabilities and suits of third persons or entities not a party to this Agreement arising out of, or due to any act, occurrence, or omission of the Planning Council, its subcontractors or agents, if any, that is related to the Planning Council's performance under this Agreement.

ARTICLE VIII - ASSIGNABILITY

The Planning Council shall not assign any interest in this Agreement and shall not transfer any interest in the same (whether by assignment or novation), without the prior consent of the Purchaser.

ARTICLE IX - REPRESENTATIVES FOR THE PARTIES

In all matters relating to the performance of this Agreement, the County Manager of the Purchaser shall represent and act for the Purchaser and the Executive Director of the Planning Council shall represent and act for the Planning Council.

ARTICLE X - VENUE AND JURISDICTION FOR LITIGATION BETWEEN THE PARTIES

This Agreement shall be construed according to the laws of the State of Florida. Venue shall be exclusively in Bradford County, Florida for all litigation between the parties and all issues litigated between the parties shall be litigated exclusively in a court of competent jurisdiction of Bradford County, Florida. If any provision hereof is in conflict with any applicable statute or rule, or is otherwise unenforceable, then such provision shall be deemed null and void to the extent of such conflict, and shall be deemed severable, but shall not invalidate any other provision of the Agreement.

ARTICLE XI - AMENDMENT OF AGREEMENT

The Planning Council and the Purchaser by mutual agreement may amend, extend, or modify this Agreement. Any such modification shall be mutually agreed upon by and between the Planning Council and Purchaser and shall be incorporated in a written amendment to this Agreement, duly signed by both parties.

ARTICLE XII - COMPLETE CONTRACT

This Agreement, including Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement, constitutes the entire contract between the parties, and any changes, amendments, or modifications hereof shall be void unless the same are reduced to writing and signed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized on the date first above written.

BOARD OF COUNTY COMMISSIONERS
OF BRADFORD COUNTY

Attest:

Seal


Denny Thompson
County Clerk

Carolyn Spooner
Chair

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL



Scott R. Koons
Executive Director



Fletcher J. Hope Jr.
Chair

APPENDIX A

SCOPE OF WORK

The Council will complete the annual verification of hazardous waste management practices for twenty (20) percent of the potential small quantity generators located within the County as required by Sections 403.7234 and 403.7236, Florida Statutes. All verifications will be made by on-site visits to the places of business of potential small quantity generators. The verification information will be entered into the Florida Department of Environmental Protection on-line database as required by the Department.

The Council will notify all identified known and potential small quantity generators of their legal responsibilities concerning proper waste management practices, including used oil management. The notification information will be provided to small quantity generators during the site visits and will include information on who to contact at the Council if a facility needs additional information concerning compliance assistance.

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: November 5, 2024

AGENDA ITEM Agreement Between the County and the Planning Council for
Local Government Comprehensive Planning Services

DEPARTMENT: NCFRPC

PURPOSE: Proposed agreement for the Planning Council to provide
comprehensive planning services to the County for FY 2025.

ASSOCIATED COST(S): \$13,000

BUDGET LINE (G/L #): 001-17-515-54300-00



Serving Alachua
Bradford • Columbia
Dixie • Gilchrist • Hamilton
Lafayette • Levy • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653 - 1603 • 352.955.2200

October 8, 2024

Mr. Scott Kornegay
County Manager
Bradford County
945 North Temple Avenue
Starke, FL 32091-1286

RE: Fiscal Year 2025
Agreement Between the County and the Planning Council
for Local Government Comprehensive Planning Services

Dear Scott:

Please find enclosed two copies, with original Planning Council signatures, of the above referenced proposed agreement between the County and the Planning Council for the Planning Council to provide comprehensive planning services to the County for Fiscal Year 2025 in the amount of \$13,000. Please note that the method of compensation for comprehensive planning services provided pursuant to this Agreement is on a fixed fee basis.

Subsequent to approval of the above referenced agreement by the County, please have both copies dated on Page 1 and signed on Page 4, retain one copy of the Agreement with original signatures for the County's files and return one signed copy of the Agreement with original signatures to me for the Planning Council's files.

If you have any questions concerning this Agreement, please do not hesitate to contact me at 352.955.2200, ext. 101.

Sincerely,

Scott R. Koons, AICP
Executive Director

Enclosures

xc: Randal Andrews, Director of Zoning (letter only)

I:\lga contracts\2025\2025 agreeletterfinalmerge.doc

FISCAL YEAR 2025

LOCAL GOVERNMENT COMPREHENSIVE PLANNING SERVICES

AGREEMENT

BETWEEN THE

BOARD OF COUNTY COMMISSIONERS
OF BRADFORD COUNTY, FLORIDA

AND THE

NORTH CENTRAL FLORIDA REGIONAL PLANNING COUNCIL

This Agreement made and entered into this _____ day of _____ 2024, by and between the Board of County Commissioners of Bradford County, Florida, hereinafter referred to as the "Purchaser" and the North Central Florida Regional Planning Council, hereinafter referred to as the "Planning Council".

This AGREEMENT/CONTRACT IS ENTERED INTO BASED UPON THE FOLLOWING FACTS: The Purchaser desires to engage the Planning Council to render certain technical or professional services; and

The Planning Council possesses the qualifications and expertise to perform the services required.

NOW THEREFORE, THE PURCHASER AND THE PLANNING COUNCIL DO MUTUALLY AGREE AS FOLLOWS:

ARTICLE I - SCOPE OF SERVICES

The Planning Council agrees to provide services to the Purchaser in accordance with the terms and conditions set forth in Appendix A, Scope of Services, of this Agreement which is incorporated by reference herein and considered as an integral part of this Agreement.

ARTICLE II - COMPENSATION

The Planning Council shall be paid by the Purchaser a fixed fee of Thirteen Thousand Dollars and No Cents (\$13,000.00) for services provided in completing the Scope of Services described in Appendix A, which is incorporated herein by reference.

Payment to the Planning Council for services rendered in accordance with the Scope of Services as set forth in Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement, will become due within thirty (30) days following receipt by the Purchaser of a requisition of payment. Requisitions may be made on a monthly basis.

ARTICLE III - TIME COMPLETION

This Agreement shall begin on October 1, 2024 and shall end on September 30, 2025. Any allowable costs incurred by the Planning Council during the period covered by this Agreement in providing services in performing the work described in Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement are eligible expenses chargeable to the Purchaser. However, if this Agreement is not executed by all parties, the Purchaser shall not be liable for any such costs incurred by the Planning Council.

ARTICLE IV - TERMINATION WITHOUT CAUSE

Each party may terminate this Agreement without cause providing fifteen (15) days written notice to the other. Written notice shall be via U.S. Mail, first class mail, postage prepaid, by certified mail, return receipt requested. In such an event, all finished or unfinished documents and other materials prepared by the Planning Council pursuant to this Agreement shall become the property of the Purchaser. Upon termination as provided in this Article, the Planning Council shall be reimbursed for all of its actual costs incurred in providing services hereunder this Agreement as the same are defined in Article II of this Agreement.

ARTICLE V - DEFAULT AND TERMINATION

The failure of either party to comply with any provision of this Agreement shall place that party at default. Prior to terminating this Agreement, the nondefaulting party shall notify the defaulting party in writing. Written notice shall be via U.S. Mail, first class mail, postage prepaid, by certified mail, return receipt requested. The notification shall make specific reference to the provision which gave rise to the default. The defaulting party shall then be entitled to a period of ten (10) days in which to cure the default. In the event said default is not cured within the ten (10) day period, the Agreement may be terminated. The failure of either party to exercise this right shall not be considered a waiver of such right in the event of any further default or noncompliance. Upon default and termination as provided in this Article, the Planning Council shall be reimbursed for all of its actual costs incurred in providing services hereunder this Agreement as the same are defined in Article II of this Agreement and all finished or unfinished documents and other materials prepared by the Planning Council pursuant to this Agreement shall become the property of the Purchaser.

ARTICLE VI - NONDISCRIMINATION

In carrying out the work of this Agreement, the Planning Council shall not discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin or handicapped status. The Planning Council shall take affirmative action to ensure that applicants are employed and that employees are treated during employment, without regard to their race, creed, color, sex, national origin or handicapped status. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Planning Council agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. The Planning Council shall, in all solicitations or advertisements for employees placed by or on behalf of the Planning Council, state that it is an Equal Opportunity/Affirmative Action Employer. The Planning Council shall incorporate the foregoing requirement of this paragraph in all subcontracts for services covered by this Agreement.

ARTICLE VII - LIABILITY

The Planning Council hereby agrees to hold harmless the Purchaser, to the extent allowed and required by law, from all claims, demands, liabilities and suits of third persons or entities not a party to this Agreement arising out of, or due to any act, occurrence, or omission of the Planning Council, its subcontractors or agents, if any, that is related to the Planning Council's performance under this Agreement.

ARTICLE VIII - ASSIGNABILITY

The Planning Council shall not assign any interest in this Agreement and shall not transfer any interest in the same (whether by assignment or novation), without the prior consent of the Purchaser.

ARTICLE IX - REPRESENTATIVES FOR THE PARTIES

In all matters relating to the performance of this Agreement, the County Manager of the Purchaser shall represent and act for the Purchaser and the Executive Director of the Planning Council shall represent and act for the Planning Council.

ARTICLE X - VENUE AND JURISDICTION FOR LITIGATION BETWEEN THE PARTIES

This Agreement shall be construed according to the laws of the State of Florida. Venue shall be exclusively in Bradford County, Florida for all litigation between the parties and all issues litigated between the parties shall be litigated exclusively in a court of competent jurisdiction of Bradford County, Florida. If any provision hereof is in conflict with any applicable statute or rule, or is otherwise unenforceable, then such provision shall be deemed null and void to the extent of such conflict, and shall be deemed severable, but shall not invalidate any other provision of the Agreement.

ARTICLE XI - AMENDMENT OF AGREEMENT

The Planning Council and the Purchaser by mutual agreement may amend, extend, or modify this Agreement. Any such modification shall be mutually agreed upon by and between the Planning Council and Purchaser and shall be incorporated in a written amendment to this Agreement, duly signed by both parties.

ARTICLE XII - COMPLETE CONTRACT

This Agreement, including Appendix A, Scope of Services, of this Agreement, which is incorporated by reference herein and considered as an integral part of this Agreement, constitutes the entire contract between the parties, and any changes, amendments, or modifications hereof shall be void unless the same are reduced to writing and signed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their undersigned officials as duly authorized on the date first above written.

BOARD OF COUNTY COMMISSIONERS
OF BRADFORD COUNTY

Attest:

Seal

Denny Thompson
County Clerk

Carolyn Spooner
Chair

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

Attest:

Seal



Scott R. Koons
Executive Director

Fletcher J. Hope Jr.
Chair

APPENDIX A
SCOPE OF SERVICES
FOR THE
FISCAL YEAR 2025
LOCAL GOVERNMENT COMPREHENSIVE PLANNING SERVICES AGREEMENT

The following services will be provided by the Planning Council to the Purchaser.

- I. General Technical Assistance - conducting research, answering questions and assisting with comprehensive plan and land development regulations interpretations; and
- II. Amendment Assistance - preparing public notices, draft ordinances, data and analysis and concurrency review for comprehensive plan text and map and land development regulations text and zoning map amendments.

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET (AIIS)

DATE OF MEETING November 5, 2024

AGENDA ITEM CONSENT AGENDA:
INVENTORY SURPLUS/DELETE LIST

DEPARTMENT: CLERK OF COURTS

PURPOSE: SURPLUS INVENTORY

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: November 4, 2024

AGENDA ITEM: Christmas Call Street, Winterfest, Breakfast with Santa

DEPARTMENT: Bradford County TDC

PURPOSE/DESCRIPTION: Marketing of Bradford County

ASSOCIATED COST(S): \$4,500.00

BUDGET LINE (G/L #): 002-86-552-48010-00

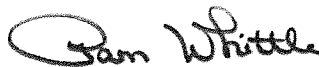
TO BE COMPLETED BY THE COUNTY MANAGER'S OFFICE

RECOMMENDED ACTION:

RECOMMENDED MOTION:

AGENDA ITEM APPROVAL

DEPT. REPRESENTATIVE



SIGNATURE

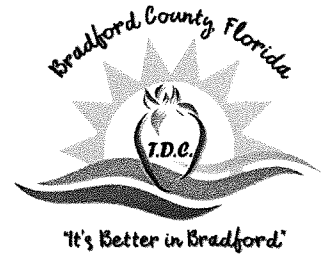
10/22/24
DATE

COUNTY MANAGER

SIGNATURE
DATE

Tuesday, October 22, 2024

Scott Kornegay
Bradford County Manager's Office
PO Drawer B
Starke, FL 32091



At the Bradford County TDC meeting held October 17, 2024 the TDC board voted to approve the following expenditure:

Advertising assistance to the Christmas On Call Street function, to cover, the Parade, Breakfast With Santa and Miss Winterfest Pageant, along with other festivities that will take place that weekend.

Would you please place these items on the agenda for November 4, 2024.

I have attached All sheets, invoices with address, and the minutes from the October 17, meeting approving the expenditure.

If there are any questions I may be reached at the Chamber office by calling 904-964-5278, or by cell 904-364-7051.

Thank you for your cooperation.

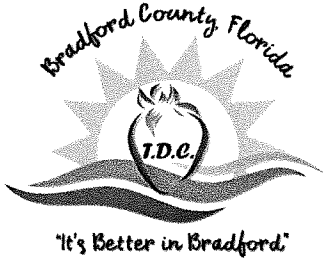
Sincerely,

A handwritten signature in black ink that reads 'Pam Whittle'.

Pam Whittle, IOM
President / CEO
North Florida Regional Chamber of Commerce

BradfordCountyFloridaTourism.com

Chairman. John Miller Board Members: Diane Andrews, Vincent Esson, Steve Futch, Chuck Kramer, Paula Register, Scott Roberts, Dale Woodruff, Gene Melvin



**Bradford County
Tourism Development Council**
100 East Call Street
Starke, FL 32091

Tuesday, October 22, 2024

“Our mission is to give tourists a reason to visit our region of Florida.”

Amount Due: \$4,50.00

Amount Paid: \$ _____

Bradford County Tourism Development Council

Christmas on Call Street \$4,500.00

Payable to:

Downtown Merchants
301 East Call Street
Starke, FL 32091

Mail to:

Downtown Merchants
301 East Call Street
Starke, FL 32091

Contact:

Chrissy Allen 904.964.9253 or 352.494.4484
chrissylallen@hotmail.com

The maximum amount to be granted is \$7,500.00

The Bradford County TDC meets on the **Third Thursday of the Month**
Completed applications must be submitted for consideration **60 days prior to the event date.**

Original and 9 copies are to be submitted to:

North Florida Regional Chamber of Commerce
100 East Call Street
Starke, FL 32091

One week prior to the scheduled TDC monthly meeting on the 3rd Thursday of the month.

THE TDC IN MAKING A GRANT FOR FESTIVAL OR OTHER PURPOSES DOES NOT ASSUME ANY LIABILITY OR RESPONSIBILITY FOR THE ULTIMATE FINANACIAL PROFITABILITY OF THE FESTIVAL FOR WHICH THE GRANT IS AWARDED. THE TCD, UNLESS OTHERWISE SPECIFICALLY STATED, IS ONLY A FINANCIAL CONTRIBUTOR TO THE EVENT RESPONSIBLE OR LIABLE FOR ANY DEBTS INCURRED FOR SUCH EVENT. ALL THIRD PARTIES ARE HEREBY PUT ON NOTICE THAT THE TDC WILL NOT BE RESPONSIBLE FOR PAYMENT OF ANY COSTS OR DEBTS FOR THE EVENTS THAT ARE NOT PAID BY THE GRANT APPLICANT.

I understand the above guidelines and agree to comply with them.

I understand receipt of grant funding is based upon the organization's compliance with all regulations.

APPLICANT:

Chusyan, ^{DTM} President, 10/3/24
Name Title Date

I, understand and will comply with the above conditions should the request of funds be granted.

TDC Event Marketing Grant APPLICATION

INCOMPLETE APPLICATIONS WILL BE RETURNED

Name of Event: Christmas on Call St. w/ MS Winter Fest -
Website: Facebook
Social Media: Facebook, Inst, Twitter
Location of Event: Call St Starke
Day/Date/Time of Event: Nov 3rd / Dec 13, 14, 15
Sponsoring Organization: Downtown Merchants
*Non-Profit Organization? Yes No Tax Code Status: 501C
*Is the organization tax-exempt? Yes No
*Attach Proper Documentation
Federal ID# (EIN)? 59-3611441

Contact Person: Chrissy Allen Title: Pres.
Address: 301 E Call St
Phone: 9049649253 Alternate Number 352 494 4484
E-Mail Address: Chrissyallen@hotmail.com

If you are awarded a Marketing Grant please list organization or person to make checks

Payable TO: Downtown Merchants of Starke
Address: 301 E Call St Starke

1. Provide history on the number of room rental nights attributable to this event:

YEAR	MONTH	CITY	HOTEL (S)	# ROOMS
2023	Dec	Starke	2 + Arch + B	10+
2022	Dec	Starke	2	8T
2021	Covid			
2020	Covid			

2. Have you reserved rooms in a Bradford County Hotel? Please not if one hotel has been designated as "host" hotel, if so, please list and attach contract.

HOTEL (S)	# OF ROOMS RESERVED	TOTAL ROOM NIGHTS	DATES
Best Western	2	2	Dec 13 + 14
Holiday Inn	2	2	13 + 14

3. How many rooms do you *guarantee* to bring to Bradford County?

6

4. Projection of out-of-town guests for this year's event?

3000 +

5. *Total marketing grant funds requested from TDC?

\$ 7500.00

* Please note that the maximum amount to be granted is \$7,500, but there is no guarantee that full amount will be awarded.

6. Itemize expenditures to be funded by this grant, funding for advertising, should have detailed information on the types of advertisement that is utilized. Examples, Radio stations, Magazine publications, Television stations, etc.

ITEM	\$ AMOUNT
Radio outside of Bradford County	1000 -
Television outside of Bradford Co.	2500 -
Print; Magazines, Newspaper, Posters, Flyers, Signs	1000 -
Digital Advertising	1000 -
Social Media: Facebook, Twitter, etc....	1000 -
Other: Clay Today	1000
TOTAL Advertising Budget	\$ 7500.00

7. List all contributors, sponsors and other sources of funding for this event other than The Tourist Development Council. **Purpose** define as advertising, entertainment, T Shirts, Food or Drinks, etc.....

Name / Business	Amount \$	Purpose
DTM Asst.	3000 -	Adv..
City of Starke Chamber	500 -	Candy + Inmate Labor
ARC of Bradford	1000 -	In kind - misc
	500 -	In kind

8. What additional sources of funding are there for this event other than what is listed in section #7?

Vendors, Car Show, Sales
 For Attendance Winter Fest.

9. List previous funds awarded by the TDC:

YEAR	\$ AMOUNT AWARDED
2023	3500 -
2022 2022	3000 -

10. Media coverage of **previous years' event**. (Provide to the board copies of Newspaper, magazines, professional periodicals, and social media ads showing coverage of the event. List TV, radio or other coverage received by identifiers and duration of advertisement.)

TYPE OF MEDIA	STATION OR NAME	\$ AMOUNT SPENT	Date TO
Radio	WEAG	1000 -	Nov/Dec
Telegraph	Newspaper	1000 -	Nov/Dec
Clay Today	Newspaper	1000	Nov/Dec
Social Media		1000 -	Oct thru Dec

11. What was the economic impact (dollar amount) for last years' event to Bradford County, if this is a new event what is your projected economic impact?

\$10,000 plus in Revenue directly to Downtown Area

12. **ATTACH** a complete budget for the event list all expenditures that will be incurred and all sources of income expected.

13. **ATTACH** a brief description of the event, how many days the event will be in operation, what activities will be occurring during the event, and any other special items that the TDC board should know about the event.

Event Budget

Advertising

WeAg 1000-

Telegraph 1000-

ClayToday 1000-

Social Media 1000-

TV/V 2500-

Digital-drone 1000-
Video
people

T-shirts
Handouts

Give Aways

Awards

Event Description

Starts w/ MS Winterfest Nov 3rd

Advertising for Event / Fundraiser

Christmas Call St. Dec 13, 14, 15

13th Tree Lighting w/ Carolers + Night Events

14th All day, Car Show, Vendors,
Candy Stations, to lead up
to Parade w/ Santa Pictures
at end of night -

15th Bfast / Lunch w/ Santa
Fundraiser 300 Kids + Parents

“Our mission is to give tourists a reason to visit our region of Florida.”

Bradford County Tourist Development Council

Minutes

October 17, 2024

12 Noon

**North Florida Regional Chamber of Commerce
Starke, FL**

Board Members Present: Gene Melvin, John Miller, Scott Roberts, Vincent Esson, Diane Andrews, Chuck Kramer (6)

Board Members Absent: Paula Register, Steve Futch and Dale Woodruff (3)

Chamber Staff Present: Pam Whittle, Susan Norman

Guests: Jimmy Crosby, City of Starke; Scott Kornegay, County Manager

At 12:00 Noon Chair John Miller called the meeting to order

Approval of the minutes from the September meeting, a motion to approve the minutes was made by Diane Andrews the motion was second by Vincent Esson, motion passed 6-0.

Financial Report was accepted motion to accept was made by Vincent Esson the motion was second by Chuck Kramer, the motion passed 6-0.

A grant request was submitted by Downtown Merchant President Chrissy Allen in writing as she was out of the country. Pam Whittle stated that the Chamber works closely with the DTM on the Christmas On Call Street project, which is now several events over a weekend. The vendors, car show, parade, Breakfast with Santa and the Miss Winterfest pageant. All of which will be advertised outside of the county to attract visitors into our community. This year’s event will be held December 14th and 15th. The Pageant will be held November 9th so that the winners may be present at other Holiday activities such as Shop with a Cop, as well as Christmas On Call Street. The request was submitted for \$7500, and a motion was made by Vincent Esson to give the DTM \$4,500 for advertisement of these events. His motion was second by Gene Melvin, the motion passed 6-0.

REPORTS and INFORMATIONAL ITEMS –

Chairman Miller questioned the insurance coverage for the GCEJCC for the events that are held on the property. Scott Kornegay would look into the coverage and report back to the board. Scott Roberts of Roberts Insurance questioned who the Chair was trying to cover during these events. He stated the center is in the business to rent the building, we do not supply a list of vendors to be used when the property is rented.

Chairman Miller told the board that the power washing on the exterior of the building (GCEJCC) had been done and the interior painting was almost complete. Exterior painting would be weather permitting.

At 12:40 Vincent Esson made the motion to adjourn and Diane Andrews second the motion.

Minutes prepared by Pam Whittle, IOM President / CEO NFRCC

BOARD OF COUNTY COMMISSIONERS OF BRADFORD COUNTY, FLORIDA

AGENDA ITEM INFORMATION SHEET

DATE: November 5, 2024

AGENDA ITEM RFQ 2024-001 Responses and Approval to Enter Contract Negotiations with Selected Firms

DEPARTMENT: County Manager

PURPOSE: Nine responses were received to RFQ 2024-001 for Professional Service Contracts for Engineering and/or Surveying and Mapping Services. They were scored by a committee of five and the results tabulated, averaged, and ranked from highest to lowest score.

RFQ 2024-001 Bid Opening		10/29/2024 10:00 AM					Ranked High to Low	
Company Name	Complete Packet	Score 1	Score 2	Score 3	Score 4	Score 5	Final Score	
North Florida Professional Services	Yes	95	95	95	95	95	95	
CHW	Yes	95	95	95	95	95	95	
Gresham Smith	Yes	90	90	95	95	95	93	
halff	Yes	100	95	80	95	95	93	
Kimley Horn	Yes	75	95	80	95	85	86	
Tocoi	Yes	80	80	90	80	75	81	
Mittauer & Associates	Yes	70	85	70	75	75	75	
JBPro	Yes	55	75	45	80	60	63	
Team Fishel	Yes	50	70	35	50	32	47	