

**CALHOUN COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING MINUTES
JANUARY 10, 2017**

PRESENT AND ACTING:

**DANNY RAY WISE, CHAIRMAN
GENE BAILEY, VICE-CHAIRMAN
DARRELL MCDUGALD
DENNIS JONES
JERAL HALL**

**MATT FUQUA, ATTORNEY
ANGIE SMITH, EMERGENCY MANAGEMENT DIRECTOR
CARLA A. HAND, CLERK OF COURT AND COUNTY COMPTRROLLER
SARAH WILLIAMS, CLERK ADMINISTRATIVE ASSISTANT**

The meeting held in the Regular Meeting room was called to order by Chairman Wise at 6:00 P.M., CT. Commissioner Jones led the Prayer and Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES AND VOUCHERS

A motion to approve the minutes and vouchers as published on the agenda (The December 21, 2016 Public Hearing Minutes, the December 27, 2016 Workshop Minutes, the December 27, 2016 Regular Meeting Minutes, and the January 2, 2017 Public Hearing Minutes; vouchers for warrants: accounts payable warrants –1612-FPC, 1701-MED, 1701-1G, 1701-1RD, 1701-1L, 1701-1E, 1701-1S, 1701-WEL and payroll warrants – PR16-B27, PR16-B28, PR16-B29, PR122916) was made by Commissioner McDougald and seconded by Commissioner Jones. The motion passed unanimously 5-0.

VICTOR AYALA, EMERALD WARRIOR – UPCOMING TRAINING EXERCISE

Mr. Ayala stated he represents the United States Special Operations Command based out of Tampa, Florida. Mr. Ayala stated Emerald Warrior has traveled to Mississippi and Georgia for their training exercises for the past several years, but are looking to come back to Calhoun County this year. Mr. Ayala asked the Board for permission to conduct a small exercise on March 1st and 2nd. Mr. Ayala stated he has spoken with Mr. Bob Fleck at the airport and Sheriff Kimbrel, who have both given their support. The exercise will consist of twenty (20) Air Force Special Forces troops and will use one of the hangars for a direct action exercise. Mr. Ayala stated no live ammunition would be used for the direct action exercise, only blanks. Mr. Ayala stated there should be no noise complaints due to the exercise. Mr. Ayala asked, if approved, for a letter to be submitted to the Special Operations Command in Tampa showing permission was granted to conduct the exercise.

- ❖ Commissioner McDougald made a motion to approve the Emerald Warrior training exercise. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.
- ❖ Commissioner Bailey made a motion to approve the letter to the Special Operations Command in Tampa. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

SANDY KELLY

Ms. Kelly stated the Board received a copy of the Weatherization Grant Modification in their agenda packet. The modification increases the grant funding by \$20,000, which makes the contract total \$99,907, and extends the contract to June 30, 2017.

- ❖ Commissioner Bailey made a motion to accept and execute the modification. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Ms. Kelly stated an ad for Quality Control Inspector (QCI) services was advertised a couple weeks ago. Ms. Kelly stated the ad ran for two (2) weeks and Mr. Eddie Franklin submitted the only proposal. A copy of the contract was included in the agenda packet Commissioner McDougald asked if the \$425.00 rate is comparable to what the County has paid in the past. Ms. Kelly stated she understands some inspectors charge more because of the travel distance. (Previously a former County employee contracted for inspection services for a maximum of \$500 for pre and post inspections.) Commissioner Bailey stated the amount would double to \$850 (Per contract \$875) because the inspector has to come twice. Commissioner Bailey asked if the contract for Weatherization upgrades could specify the building contractor has to pay the additional \$425.00 if the work is not complete according to the Weatherization guidelines and the inspector has to revisit a home a third time. Ms. Kelly stated she had planned to put that in the contractor's contract. There was further discussion about the contract. Ms. Kelly pointed out the contract states it can be terminated with thirty (30) days' notice without cause by either party. Ms. Kelly stated she has had some local contractors interested in becoming certified for QCI services.

- ❖ Commissioner McDougald made a motion to accept the contract with Eddie Franklin. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

TIM JENKS – MAINTENANCE DEPARTMENT

Mr. Jenks updated the Board on some of the projects the maintenance department has worked on over the past month. Mr. Jenks stated all playground equipment at the parks, except for Four Mile Creek, has been washed and bleached, electrical and water has been run at Mossy Pond Library, the pump house at Lamb Eddy has been completed and the bathrooms will be started soon. Mr. Jenks stated leaves have been raked at all the parks, tree limbs have been trimmed, and the ball fields have been tilled. Mr. Jenks stated four (4) of the ball fields are back in working order and there are six (6) more to go. Mr. Jenks stated they are still doing FRDAP (Florida Recreation Development Assistance Program) work at the park when possible. Mr. Jenks stated Commissioner Brown ordered two score boards before he left office. The poles are in, the brackets have been built, and the Road Superintendent will probably have to help install the poles when they are ready. Mr. Jenks stated over the past few days all the mowers have been serviced and are ready for operation.

Mr. Jenks requested permission to look into pricing on replacing air handlers for the courthouse. Commissioner McDougald asked if the air handlers are causing problems. Mr. Jenks stated they are old, and are put together with duct tape and boards, and the thermostats in the offices of the courthouse do not actually control the temperature of the air, they just control the airflow. Commissioner McDougald asked if the air handlers are replaced if the ducts and dampers will have to be replaced as well. Mr. Jenks stated it would all need to be replaced, and can be completed one floor at a time. Mr. Jenks stated

this would allow the separate offices to control the temperatures in their offices. There was further discussion about the air handlers.

- ❖ Commissioner Bailey made a motion for Mr. Jenks to get prices on replacing the air handlers, and to look into replacing the air handlers on the second floor of the courthouse first as it controls two (2) floors. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Mr. Jenks stated he is scheduled to be off for four (4) days next week, but will be available if an emergency arises and can come in to work if needed.

CLIFFORD EDENFIELD – ROAD DEPARTMENT

Mr. Edenfield stated today was his first day as Road Superintendent, and things seemed to be running smoothly. Mr. Edenfield stated several projects were completed today, and there are several other projects scheduled for the rest of the week.

Mr. Edenfield presented the Board with quotes to repair one of the excavators that needs a new undercarriage. Mr. Edenfield explained the lowest quote is from Tractor and Equipment Co. and is \$4,000 if the road department completes the work or \$7,000 if the company completes the work. Mr. Edenfield stated he is not sure if the Board would want to spend that amount of money on a piece of equipment that is relatively old and needs other work as well. Mr. Edenfield stated the Board might want to consider replacing the excavator instead of repairing it. Mr. Edenfield stated the County has another excavator, which is currently operating and will hold the road department over for a month or two until the Board makes a decision on whether to repair or replace the second excavator. Commissioner McDougald asked if the excavator is operable as it is now. Mr. Edenfield stated one of the rails is close to breaking and does not recommend using the equipment. Commissioner McDougald asked if the motor and other functions of the machine are operable. Mr. Edenfield stated there are no service records for the excavator, so he will have to get the hours and some oil samples taken for analysis. Commissioner McDougald asked Mr. Edenfield if he could estimate the price of a new excavator. Mr. Edenfield responded he has not priced one lately but he estimates the cost to be about \$120,000.00. There was further discussion about the excavator. Commissioner Bailey asked who Mr. Edenfield would get quotes from on a new excavator. Mr. Edenfield responded he could get quotes from Tractor and Equipment Co., Ring Power, Beard Equipment, and Caterpillar Inc. Clerk Hand stated a state contract price might be available for the purchase of a new excavator. The Board came to a consensus for Mr. Edenfield to obtain quotes for a new excavator.

Mr. Edenfield inquired if the Board wanted him to give a report at every meeting or just one meeting per month. Chairman Wise stated Mr. Edenfield should give a report the first meeting of every month. Mr. Edenfield stated the Board could contact him at any time if they need anything, and he will inform them when any work will be done in their districts. Commissioner Bailey stated none of the roads in District 5 has had the edges cut back and water stands in the road after it rains. Commissioner Bailey stated he would like to see some maintenance started to correct this problem. Commissioner Bailey stated he has been told this is a problem throughout the County. Mr. Edenfield stated the paved roads have never really been maintained, and over the years roads build up dirt. Mr. Edenfield stated the sides of the roads can be clipped, and if there is a substantial amount of dirt it can be picked up and stockpiled

or used to fill in the shoulders of the roads. Chairman Wise asked if a scheduled rotation of districts could be started to address road maintenance. Commissioner McDougald stated they have not been using a rotation, and if done consideration of the size of the district has to be taken into account. There was further discussion about using a rotation schedule. Commissioner Bailey suggested the Board continue requesting work in their districts for three (3) months, and then revisit the district rotation idea. There was further discussion of work to be done on roads.

DOWLING PARRISH – BUILDING OFFICIAL

Mr. Parrish stated last month he sold two (2) single family dwelling permits, five (5) mobile home permits, two (2) remodel permits, a swimming pool permit, nine (9) electrical permits, two (2) re-roof permits, one (1) driveway permit, a Certificate of Occupancy on the Wings of Love Church, and has done various other jobs. Chairman Wise asked if construction has been picking up lately. Mr. Parrish stated after completing his quarterly reports this week he found he has sold nearly \$10,000.00 of building permits in the past three (3) months, which is good. Mr. Parrish stated he has been contacted by Jubilee Homes out of Dothan about building a house in the County as well.

JUSY BISS – COUNTY EXTENSION OFFICE

Ms. Biss refreshed the Board on what the County Extension Office does for Calhoun County. Ms. Biss stated the office is an extension of the University of Florida, so the citizens of the County have access to all the faculty of the University of Florida for problem solving and community development. Ms. Biss presented the Board with a packet the Extension Office puts together each year with more information about the University of Florida IFAS Extension and a fact sheet compiled about Calhoun County and the impacts that have been made over the years. Ms. Biss stated they are in the planning stages for different programs this year, and look forward to more ideas and input from the community and the Board as well. Ms. Biss stated they appreciate the support of the Board.

FRANK SNOWDEN – COUNTY PLANNER

Mr. Snowden stated in May of last year there was a Community Assistance visit from the Floodplain Management Office. They identified some things the County is doing right, and some things the County is doing wrong concerning floodplain management. Mr. Snowden stated one of the things they are trying to encourage the County to do is become a part of a program called the Community Rating System. This requires the County do a number of things to qualify for a reduction in the flood insurance premium rates, which requires a lot of work. Mr. Snowden stated Calhoun County has \$63,000.00 of annual flood insurance premiums. The average reduction achieved with the program would be about 10%, and 20% would be an even better reduction rate. Mr. Snowden stated Gulf County has many coastal flood prone properties that amount to millions of dollars in flood insurance policies, have been a part of the Community Rating System since 1996 with a full time planning and zoning staff of two (2) people, and still have not reached 20% reduction. Mr. Snowden stated the County could join this system if the Board chooses, but he does not see the cost effectiveness. Mr. Snowden stated the County must comply with the National Flood Insurance Program or risk the chance of losing flood insurance coverage, but are not required to join the Community Rating System. Mr. Snowden stated he would like to set up a workshop to discuss these issues further. Mr. Snowden discussed some of the issues identified during the Community Assistance Visit. Mr. Snowden stated he would like to have a Planning Commission meeting on February 14 to discuss another matter, and the Community Assistance visit could be

discussed then as well. Commissioner McDougald stated he would be out of town that week. There was further discussion on a date for the Planning Commission meeting. Attorney Fuqua suggested setting a Planning Commission meeting for the second Board meeting date of every month since several have been needed lately, and if a Planning Commission meeting is not needed it could be canceled. Mr. Snowden stated he would like for the Commissioners to contact him individually to talk to him some about floodplain management so some questions and concerns can be lined up for the meeting. The Planning Commission meeting was scheduled for February 28, 2017 at 5:00 p.m.

CHELSEA SNOWDEN – PROJECTS AND GRANTS COORDINATOR

Ms. Snowden presented to the Board for their approval and execution is Resolution 2017-1 for the Small County Outreach Program (SCOP) agreement for Suggs Attaway Road. This resolution will allow the Chairman of the Board to enter into the agreement with the Florida Department of Transportation (FDOT) for the amount of \$306,471.00 for the cost of resurfacing Suggs Attaway Road.

RESOLUTION NO. 2017-1

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF CALHOUN COUNTY, FLORIDA, AUTHORIZING THE CHAIRMAN OF THE BOARD OF COUNTY COMMISSIONERS TO EXECUTE AND ENTER INTO THE “SMALL COUNTY OUTREACH PROGRAM AGREEMENT”.

WHEREAS, Calhoun County, Florida, has requested the State of Florida, Department of Transportation, for financial assistance for costs directly related to the resurfacing of Suggs Attaway Road; and,

WHEREAS, the State of Florida, Department of Transportation, has agreed to participate in the design, construction, construction engineering, and inspection services up to the amount of Three Hundred Six Thousand Four Hundred Seventy-One Dollars (\$306,471); and,

WHEREAS, the “State of Florida, Department of Transportation, Small County Outreach Program Agreement” requires that a Resolution be passed by the Board of County Commissioners of Calhoun County, Florida authorizing the Chairman of the Board of County Commissioners of Calhoun County, Florida, to execute and enter into the “State of Florida, Department of Transportation, Small County Outreach Program Agreement attached hereto.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Calhoun County, Florida, as follows:

1. The Chairman of the Board of County Commissioners of Calhoun County, Florida, is authorized to enter into and execute the “State of Florida, Department of Transportation, Small County Outreach Program Agreement” attached hereto as EXHIBIT “A”.

- ❖ Commissioner Bailey made a motion to approve Resolution 2017-1. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden presented to the Board for approval and execution Resolution 2017-2 for the Small County Road Assistance Program (SCRAP) agreement for County Road 549, otherwise known as John G. Bryant Road, from State Road 69 to County Road 69A. This resolution will allow the Chairman of the Board to enter into the agreement with FDOT for the amount of \$66,786.00 for the cost of resurfacing County Road 549.

- ❖ Commissioner McDougald made a motion to approve Resolution 2017-2. Commissioner Hall seconded the motion. Commissioner Bailey stated \$66,786 is not enough for resurfacing a road and asked if this is for the design or something else. Mr. Ford stated FDOT is changing this year from funding an entire project at one time, to issuing a design contract and then later issuing a construction and CEI contract. Mr. Ford advised the Board to table approving this resolution until DOT can clarify or correct the purpose of \$66,786 for John G. Bryant Road. Ms. Snowden stated she would reach out to her DOT coordinator tomorrow and bring this back to the Board at the next meeting for approval.
- ❖ Commissioner Bailey made a motion to table the motion to approve Resolution 2017-2 until the next Regular Board meeting. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Ms. Snowden presented to the Board for their approval and execution Addendum Number 1 for County Road 69A Phase I and II agreement with Panhandle Engineering, Inc. There was initially a compensation schedule set to pay the firm at 40% completion, 80% completion, and 100% completion for their services. Ms. Snowden stated there are times when the company is working a lot on a project, and times when they are not. Ms. Snowden stated she received an invoice for 5% from the firm for the preliminary work and meetings. Ms. Snowden stated she would like to be able to pay the firm monthly if possible, with the Board's approval, for reimbursement purposes. Ms. Snowden stated she sent the Addendum to Attorney Fuqua and DOT, and legally it was cleared but would need Board approval.

- ❖ Commissioner McDougald made a motion to approve Addendum Number 1. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Commissioner Jones asked if Ms. Snowden has been seeking out any other grants in her spare time to bring into the County. Ms. Snowden stated Clerk Hand sends any emails or leads she receives on grants and keeps her informed, but she does not write grants at this time. Ms. Snowden stated she is available if anyone would like to seek a grant and have her administer it, which is her understanding of her job description. Ms. Snowden stated she has looked for specific grants (funding sources for specific projects) as requested by individual Commissioners, but primarily she administers the grants. Commissioner Jones asked who is hired to find grants for the County. Commissioner McDougald asked what meeting Ms. Snowden attended today. Ms. Snowden stated she attended the DOT Symposium in Chipley, Florida going over the various types of DOT projects. Ms. Snowden stated she would like to be more involved in the application process of these grants to get a better grasp of the writing of these particular grants. Commissioner Jones again asked who seeks out grants for the County and stated there are more than road grants available for the County. Commissioner McDougald stated Dewberry Preble-Rish seeks out many of the DOT grants for the County, and they are made aware when money for projects is available. Mr. Ford stated Dewberry Preble-Rish focuses on finding grant funding for infrastructure projects. Commissioner Jones stated there has to be someone on staff who seeks grants other than infrastructure grants and stated he would like an answer by the next Board meeting. There

was discussion among the Board regarding the duties and benefits of having a Grant's Coordinator. Commissioner Bailey noted Ms. Snowden has helped with the reimbursement process and is helping pursue an FWC grant for Neal Boat Landing, which funds in February. Ms. Snowden will work with Dewberry Preble-Rish on the FWC project application. Ms. Snowden stated when she initially applied for this job, there was nothing in the job description about writing grants but dealt with the administration of grants. Ms. Snowden stated she has spoken with DOT and they have expressed they are impressed with the way things are flowing now, and have alerted Ms. Snowden it is important to have someone on top of these DOT projects to keep things running smoothly. There was further discussion about seeking different grants. Commissioner McDougald stated there are many training opportunities and workshops about grants available for staff and the Commissioners noting at certain events he is the only Commissioner in attendance. Commissioner McDougald stated the Board should be investing their time learning these programs, and how grant money works, to be in a better position to assist with grants. Commissioner Jones stated he should not have to go to a workshop or meeting about grants when there is someone paid to do the job. Commissioner Jones stated there should be a Board employee seeking out grants for the County. Commissioner Jones asked Clerk Hand to email the job duties of the department heads to him so he can be sure this is not covered in anyone's job description. Mr. Jenks stated he has heard of grants which would fund a pavilion to cover the ball fields, called a shade grant, so he knows there is definitely more money out there which could be brought into the county. Ms. Baker stated she has a contact who writes grants, and will be happy to give her name to the Board. Ms. Baker stated she believes Career Source Chipola could be the County's key to bringing in more businesses and jobs. Chairman Wise stated he would like to find out by the next meeting if possible whose job description seeking grants falls under, or if some additional job duties need to be added.

JUSTIN FORD – DEWBERRY ENGINEERS, INC./PREBLE-RISH – COUNTY ENGINEER

Mr. Ford stated there are a couple of SCRAP and SCOP roads out for construction, McDaniel/Sheard Road and Carlos Peavy Road. Mr. Ford stated there has been some negotiation with the CEI firm selected for McDaniel/Sheard Road on their fee. Their bottom line price is \$6,780, but the problem is there is only \$2,930 available in the grant. Mr. Ford stated one recommendation he has for the Board in order have the funding to pay the CEI service fee is to reduce the pounds per square yard for the leveling course on the road. Mr. Ford stated they should be able to thin the leveling course without any problems and save the additional money needed to pay for the CEI services. Mr. Ford stated this just came about this afternoon so he has not been able to discuss this with the contractor, but feels they will be agreeable to this solution. Mr. Ford requested the Board approve a change order contingent upon the contractor's agreement to reduce the leveling course to save the funds for the CEI services. Attorney Fuqua asked if DOT would agree to this. Mr. Ford stated DOT would agree to the change.

- ❖ Commissioner Jones made a motion to approve the change order contingent on DOT and the contractor's agreement. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Mr. Ford stated there are a few FEMA projects under construction and are going well. Mr. Ford stated it is his understanding there are no additional lime rock FEMA roads to bid, but there are a few more FEMA HMGP projects, which need to be bid soon. Commissioner Bailey asked if Mr. Ford was sure there were no more lime rock roads to be bid. Ms. Angie Smith stated there are a couple which have not been

done because revisions on the scope of work were sent to the State, and she is still awaiting FEMA's approval of these projects. Ms. Smith stated these revisions have been waiting for approval since August of 2015.

Mr. Ford stated there are some upcoming applications for SCRAP, SCOP, and CIGP (County Incentive Grant Program) grants due in March. Mr. Ford stated he would develop a list of three (3) to four (4) roads per district with recommendations of which program they would fall under, and bring them to the Board to select the five (5) applications to be submitted. Mr. Ford stated he would try to bring these to the second meeting in February so at the first meeting in March a decision can be made. Commissioner Bailey stated he would like to have thirty (30) days to review the information. Mr. Ford stated he could bring the information to the first meeting in February to give the Board plenty of time to review the list.

Mr. Ford stated he has done some research on the Americans with Disabilities Act (ADA) compliance on handicap parking for the courthouse, and presented the Board with a handout. Mr. Ford stated he got a copy of the land development regulations to see what the County's requirements are, it referenced back to Florida Statutes, which further directed him to ADA standards. Mr. Ford stated according to ADA standards handicap parking spaces must be as close as possible to the building, and for the 105 existing designated spaces provided at the courthouse there must be a minimum of five (5) handicap parking spaces available. Commissioner Bailey asked how many handicap parking spaces would fit beside the courthouse. Mr. Ford stated a total of seven (7) could fit on the front row.

- ❖ Commissioner Bailey made a motion to place seven (7) handicap parking spaces on the west side of the courthouse. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

Commissioner Bailey inquired about the design of the sidewalk on Chipola Road. Mr. Ford stated approximately a month and a half ago a draft design was sent to DOT for review, and he is not sure if all the comments from DOT have been received. Mr. Ford stated he would provide a copy of the design for Commissioner Bailey as requested and would go through any comments from DOT with him as well.

ANGIE SMITH – EMERGENCY MANAGEMENT DIRECTOR

Ms. Smith presented to the Board for approval and execution Hazard Mitigation Grant Program (HMGP) DR4177-11R Blackbottom Road modification number three (3) for a time extension for a completion date of May 2, 2017.

- ❖ Commissioner Bailey made a motion to accept modification number three (3) for DR4177-11R Blackbottom Road. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Smith presented to the Board for approval and execution HMGP DR4177-12R Troy McCroan Road modification number two (2) for a time extension to May 2, 2017.

- ❖ Commissioner McDougald made a motion to accept modification number two (2) for Troy McCroan Road. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

Ms. Smith presented to the Board for approval and execution HMGP DR4177-13R Bears Head Road modification number three (3) for a time extension to May 2, 2017.

- ❖ Commissioner Bailey made a motion to approve modification number three (3) for Bears Head Road. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Smith presented to the Board for approval and execution HMGP DR4177-17R Sam Duncan Road modification number three (3) for a time extension to May 2, 2017.

- ❖ Commissioner Bailey made a motion to approve modification number three (3) for Sam Duncan Road. Commissioner Hall seconded the motion. The motion passed unanimously 5-0.

Ms. Smith presented to the Board for their information a copy of the advertisement for the Request for Qualifications (RFQ) for CDBG Engineering Services. The advertisement will run in the County Record on January 18, January 25, and February 1, and in the Tallahassee Democrat. Proposals will be received February 14 and will be opened at the Board meeting that evening.

Ms. Smith stated she would not be able to attend the supervisor human resource training because she is scheduled to be at the FEPA (Florida Emergency Preparedness Association) Conference in Orlando January 29 through February 3. Ms. Smith stated she would work with Clerk Hand and Ms. Pam Skinner to receive the training when she returns.

CARLA HAND – CLERK OF COURT AND COUNTY COMPTROLLER

Nothing to report.

ATTORNEY FUQUA

Nothing to report.

COMMISSIONER TIME

COMMISSIONER MCDUGALD

Nothing to report.

COMMISSIONER JONES

Nothing to report.

COMMISSIONER BAILEY

Commissioner Bailey stated he would like to allow some time to Ms. Kristy Terry.

Ms. Terry stated Commissioner Bailey has come by a couple times over the past several weeks to talk with her about economic development, and to talk about some of the things we all can do together to help with economic development. Ms. Terry stated there are some roadblocks for the county, but this does not mean there is not opportunity for Calhoun County to grow. Ms. Terry stated she gets leads often, but Calhoun County is not always qualified. Ms. Terry stated many of the leads she receives come from Florida's Great Northwest, a sixteen county regional economic development organization that reaches from Pensacola to our area, and Opportunity Florida, our nine (9) county organization. Ms. Terry stated most of the time Calhoun County does not offer what companies are looking for. They usually want buildings that are already built, sites that have water, sewer, and electric, are already zoned

industrial, and we do not have many of these areas. Ms. Terry stated last week she received a couple of leads which were interesting. One was for 24,000 square feet of warehouse space and three-phase power, and fortunately the Mowrey Building became available a couple months ago which could potentially be a fit. Ms. Terry stated she submitted an application, but it could be twelve (12) months before any further information is received. Ms. Terry stated there is another lead, but she had to sign a confidentiality agreement. The lead is for a large parcel in a rural area, and water and sewer is needed immediately along with zoning for heavy industrial development. Ms. Terry stated the application is thirty (30) pages and very in depth. Ms. Terry stated there are other counties who already have what this company is looking for, and ready for development. Ms. Terry stated she has discussed this with Commissioner Bailey, but if we did get a company willing to come to our area and had the perfect site, would we be ready and be able to be competitive. Ms. Terry stated she does not think we are ready currently, and would not be ready to be on the same level as Jackson County, as they commit \$250,000 per year toward economic development, and have prequalified and certified sites. Ms. Terry stated Calhoun County has a lot of work to do to be ready to be on this level. Ms. Terry stated we will have to go after some economic development grants and invest in order to be competitive. Ms. Terry stated the Chamber of Commerce has done several strategic plans about what would be the best way to move forward. Ms. Terry stated she, Commissioner Bailey, and Ms. Vicki Montford have met with Opportunity Florida and Richard Williams, the Executive Director of Career Source Chipola, about the workforce issues in the County. Ms. Terry stated the Chamber of Commerce applied for a marketing grant and were awarded \$5,000 to make their website mobile, and funding to do a three-part video for marketing. One video can be used for community development, one for tourism, and one for economic development, and they can be used separately or together. Ms. Terry stated these videos can be used on the website and also can be given to any companies who express interest in bringing their business to Calhoun County. Ms. Terry stated the Chamber of Commerce has been working on getting a hotel in Calhoun County for years. Florida Statutes say any bed tax from a hotel has to go directly back into economic development, which could help Calhoun County have a form of ongoing funding for economic development. Ms. Terry stated more infrastructure is needed in order to open a hotel, so they are still working on this. Ms. Terry stated some preliminary studies have been done which indicate a hotel can be sustained in Calhoun County and would create jobs. Ms. Terry stated she would like to schedule a workshop and invite some experts to discuss economic development. Commissioner McDougald asked Ms. Terry if she still has the information from the workshop with Opportunity Florida identifying ideas, needs, and solutions for the County. Ms. Terry stated she does still have the information. There was further discussion about workforce issues in Calhoun County. Commissioner McDougald asked what the company needs who is looking to open a business at the Mowrey Building. Ms. Terry stated at this point they are just getting a database of available properties; she does have the company name. Attorney Fuqua stated these companies typically keep whom they are a secret until they have narrowed down where they want to locate. Commissioner McDougald stated there are some large tracts of land that could be bought from Plum Creek if one of the larger companies would want to locate here, but there is no well or water established. Ms. Terry stated the large company who needs a lot of land requires extensive infrastructure, and their decision of where to locate will be based upon the infrastructure available. There was further discussion about infrastructure and job creation in Calhoun County. Chairman Wise stated the high school used to have many vocational classes in the 70s that are not available now. Chairman Wise stated the school board needs to be consulted about establishing some of these vocational classes again. Ms. Terry stated the high school has kids that go through a CNA program

and they are a part of the welding program at Chipola, so they do have a few vocational programs through which they are working. Ms. Terry stated if it was known there is a company coming to the area, Career Source Chipola would train people to do the jobs that will be needed. There was further discussion about Career Source and training for jobs. Commissioner Bailey asked if a property is zoned agricultural and needs to be changed to industrial, what would be the time period needed for the change. Attorney Fuqua stated this would be a large-scale amendment, and would require about four (4) months. There was further discussion about land use and available property for development. Ms. Terry stated her suggestion would be to start finding a site, get it certified, and then market the site. Ms. Terry stated site consultants for companies look for sites that are already set up for use. There was further discussion about industrial sites. Ms. Terry suggested having a workshop on Thursday March 16, and she will get together with some of the guest speakers and let the Board know a time at the next Board meeting.

Commissioner Bailey distributed his formal resignation from the IDA Board to all the Board members.

Commissioner Bailey stated the airport has until July to adopt an ordinance in order to keep from having issues such as trees in the flight path of the runway, as they had last year. Attorney Fuqua stated our airport consulting engineers, AVCON Inc. are going to provide the Board with a draft ordinance. Commissioner Bailey asked why the ordinance adopted in 1996 failed. Attorney Fuqua stated the ordinance had land being taken without compensation, which is not allowable. Attorney Fuqua stated in looking at some of the draft ordinances he has seen lately, there is nothing about trees in the flight path. Attorney Fuqua stated trees were in the first ordinance, but have been omitted from the draft ordinances he has looked through recently. Commissioner Bailey suggested Attorney Fuqua begin checking into some ordinances that would work for the airport.


COMMISSIONER HALL

- ❖ Commissioner Hall made a motion to nominate John Morgan Davis as the IDA Board member for District 3. Commissioner Bailey seconded the motion. The motion passed unanimously 5-0.

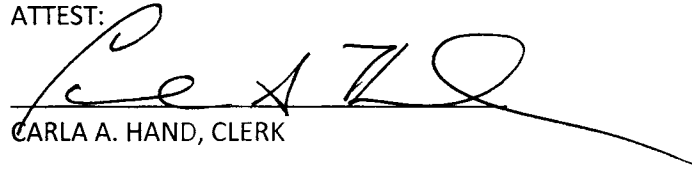
CHAIRMAN WISE

- ❖ Chairman Wise made a motion to nominate Marion "Lee Lee" Brown as the IDA Board member for District 1. Commissioner McDougald seconded the motion. The motion passed unanimously 5-0.

There being no further business, the meeting adjourned at 8:05 p.m., CT.


DANNY RAY WISE, CHAIRMAN

ATTEST:


CARLA A. HAND, CLERK