



Board of County Commissioners

Regular Meeting

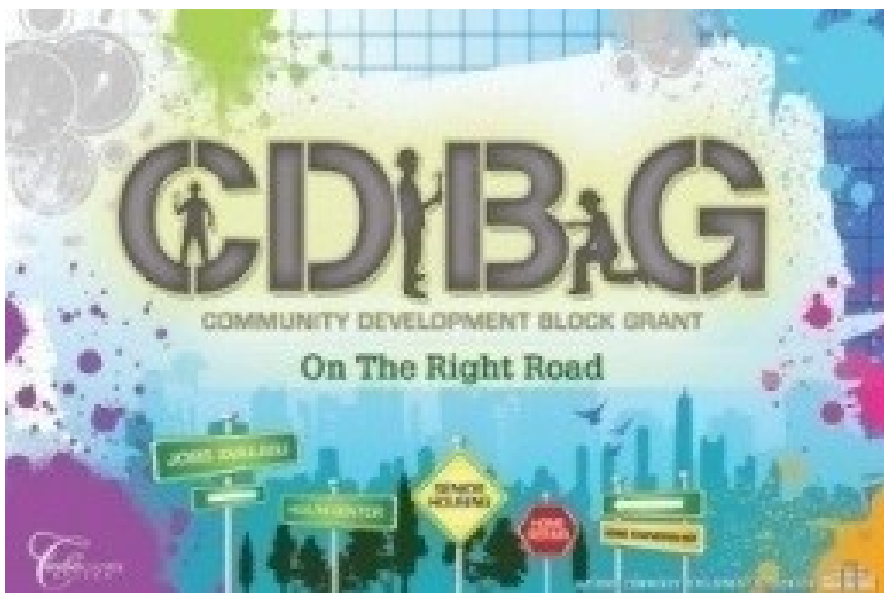
May 6, 2021

5:30 p.m.

Columbia County School Board Administrative Complex



Columbia County Community Development Block Grant Program (CDBG) 2019 Economic Development (ED) Application



**Second Public Hearing
May 6, 2021**



The Columbia County 2019 CDBG-ED Project Process to Date

1. **First Public Hearing – March 4, 2021** County Commission authorizes development of application
2. **Fair Housing presentation conducted March 4, 2021**
3. Meet the prospective Grant Business Partner and view the project site
4. **Second Public Hearing – May 6, 2021** review the specific project, draft application, allow public input and **act on resolution to apply**
5. Submit Application for any remaining 2019 funds





Columbia County 2019 CDBG-ED Scope of Work

- **Columbia County is proposing to apply for \$1,500,000 in CDBG ED funds**
- **Fire Suppression for an Airport Hangar to accommodate expansion and job creation by HAECO**
- **The facility is located at US Highway 90 West Lake City Florida at the Lake City Gateway Airport**
- **A minimum of 43 full time equivalent jobs are being pledged by Commercial Center**
- **At least 51% of all jobs created will be made available to persons of low-to-moderate income pre-employment**





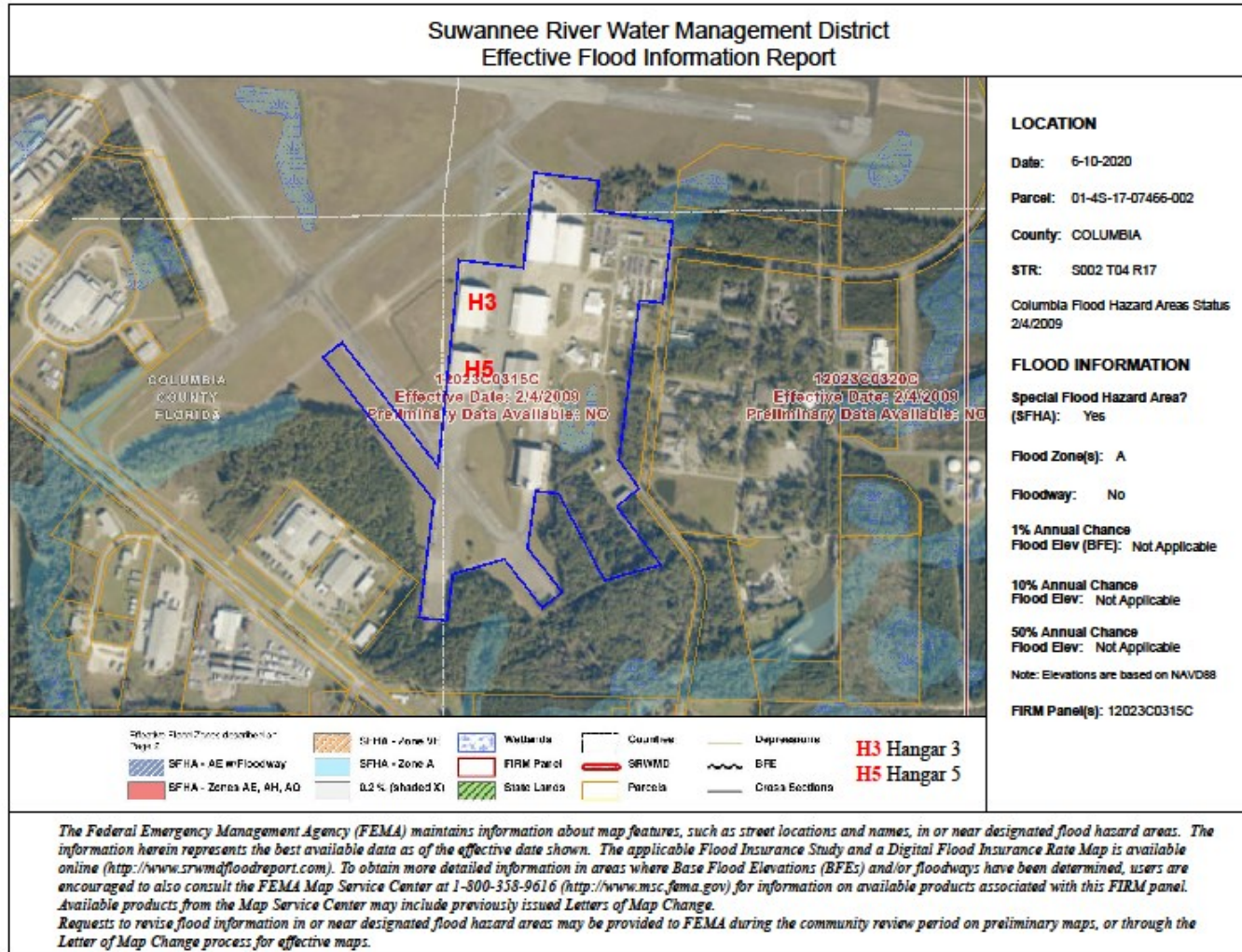
Columbia County 2019 CDBG-ED Project Location



Project Site



2019 ED-CDBG Project Area Map





Columbia County 2019 CDBG-ED Proposed CDBG Budget \$1,500,000

ECONOMIC DEVELOPMENT ACTIVITIES	<u>CDBG Budget</u>	<u>LMI %</u>	<u>Other Funds</u>	<u>Leverage</u>	<u>Totals</u>
CDBG Admin	\$120,000	n/a	\$0	\$0	\$120,000
Engineering	\$160,000	n/a	\$0	\$0	\$160,000
Fire Suppression Improvements H3	\$1,220,000	n/a	\$0	\$0	\$1,500,000
TOTAL CDBG PROJECT	\$1,500,000	51%	\$0	\$0	\$1,500,000



Columbia County 2019 CDBG-ED Proposed CDBG Timeline

- **Cycle is open for 2019 ED CDBG funds until expended**
- **Application goal – May 31, 2021**
- **July 2021 - Estimated Site Visit**
- **September 2021 - Estimated Award**
- **September 2022 – Estimated Release of Funds**
- **Strategy will include commencing HUD Environmental Review now to achieve release of funds early**
- **January 2023 - Estimated Bids for Construction**



Columbia County 2019 CDBG-ED CDBG Hearing Requirements

▶ PROCESS

- ▶ Open Public Hearing for public comment
- ▶ Close Public Hearing
- ▶ BOCC Discussion
- ▶ Action item – Authorize Signature Resolution





Kevin Kirby
Assistant County Manager

Regular Meeting

Thursday, May 6, 2021

5:30 p.m.

Columbia County School Board Administrative Complex



Bid 2021-A

Waste Tire Hauling

➤ Two-(2) bids were received.

Bidder	Option 1 – Cost per Load	Option 2 – Cost per Ton
Pritchett Trucking	\$1,645	\$117.50
The Recycling Center	\$6,000	No Bid



Bid 2021-A

Waste Tire Hauling

➤ Pritchett Trucking

Bid Option	Loads hauled annually	Average tons of tires per load	Cost per Ton	Cost based on average tons of tires per load	Cost per Load	Annual Cost to County
1	32	14.44	\$117.50	\$1,696.70		\$54,294.40
2	32				\$1,645.00	\$52,640.00



Bid 2021-A

Waste Tire Hauling

➤ The Recycling Center

Bid Option	Loads hauled annually	Average tons of tires per load	Cost per Ton	Cost based on average tons of tires per load	Cost per Load	Annual Cost to County
1	32	14.44	No Bid			\$0
2	32				\$6,000.00	\$192,000.00



Motion

- Approve Pritchett Trucking Utilizing Bid Option 2
- \$1,645.00 per load.



Landfill Compactor Replacement Budget Amendment

- On January 21, 2021 the Solid Waste Department had a fire at Class III. As a result of the fire, the landfill suffered a total loss of our 2015 Caterpillar 826K Landfill Compactor.
- The County has received payment from PGCS for Claim No.: 376249 in the amount of \$602,498 deposited into the Insurance Reimbursement account.
- The cost for a replacement compactor off the Florida Sheriff's Contract Bid is \$758,813.
- The difference in the cost from reimbursement is \$156,315.



Landfill Compactor Replacement Budget Amendment

- This would give us a new machine with 10 years of life.

From Account	Account #	Amount	To Account	Account #
Insurance Reimbursement Account	401.0000.369.10-00	\$602,498	Equipment Purchase Account	401.3400.534.60-64
Landfill Equipment Reserve Account	401.8400.584.90-97	\$156,315	Equipment Purchase Account	401.3400.534.60-64



Motion

- **Recommended Motion:** To transfer \$156,315.00 from the Landfill Equipment Reserve account # 401.8400.584-90.97; along with reallocating the Insurance Reimbursement funds of \$602,498.00 to the Equipment Purchase account 401.3400.534.60-64 to pay for a replacement Compactor.



2021-C Corrugated Metal Pipe - Bid Award - Gulf Atlantic Culvert Co., Inc.

- The County received one (1) bid for the above referenced solicitation and was reviewed by County staff.

Company Name	Bid Amount
Gulf Atlantic Culvert Co., Inc.	\$63,658.85

- **Recommended Motion: Approve Bid No. 2021-C Corrugated Metal Pipe to Gulf Atlantic Culvert Co., Inc. in the amount of \$63,658.85**



2020-DD Mowing Maintenance - Bid Award and Contract - Green Maintenance & Cleaning, Inc.

- The county received six (6) bids for Bid No. 2020-DD Mowing maintenance of Sidewalks, Guardrails, and Retention Ponds to include Urban mowing and Open Areas

Company Name	Bid Amount
M.Y. Contractors Inc.	\$289,600
Aero Groundtek LLC	\$226,200
Green Maintenance & Cleaning, Inc.	\$235,960
Boone Improvements Inc.	\$468,000
Creative Concepts	\$459,986
Creative Design Management Team, Inc	\$313,600

- **Recommended Motion: Approve Bid No. 2020-DD and contract to Green Maintenance and Cleaning Inc. in the amount of \$235,960**



2021-B Roadside Mowing and Litter Removal - Bid Award and Contract - Boone Improvement, Inc.

- The County received one (1) bid for Bid No. 2021-B Roadside Mowing and Litter Removal.

Company Name	Bid Amount
Boone Improvements	\$308,487

- **Recommended Motion: Approve Bid No. 2021-B Roadside Mowing and Litter Removal to Boone Improvements in the amount of \$308,487.**



Board of County Commissioners

Regular Meeting

May 6, 2021

5:30 p.m.

Columbia County School Board Administrative Complex



County Manager Evaluation

- Per the Charter, the Board of County Commissioners is required to review the performance of the County Manager at the first regular meeting in May
- The review consists of organizational responsibilities, personal leadership qualities, and overall assessment

- **Recommended Motion: None**



Resolution No 2021R-03 and 2021R-04

Updating Building & Zoning Fee Schedules

- The Building & Zoning department's budget should be self supporting. Over the past 15 years only 4 years have been self-funded, as prescribed by statute.
- Building request – to raise the existing permit multiplier from \$5 to \$8 and increase the minimum permit fee from \$75 to \$100.
- Zoning request – to raise fees based upon application types to cover the cost of processing and advertising.
- The requested fees are lower or equivalent to surrounding jurisdictions.
- Resolution No. 2021R-03 amends and establishes a schedule of fees & charges for building construction permitting.
- Resolution No. 2021R-04 amends and establishes a schedule of fees & charges for petitions, applications, and appeals pertaining to the Comprehensive Plan and Land Development Regulations.
- **Recommended Motion:** Approve Resolution No. 2021R-03 and Resolution No. 2021R-04



Building Permit Fee Projections

Per Permit Multiplier*	Single Family Dwelling 2200 Square Foot**	Commercial \$85,000 Job Cost***	Re-Roof's & AC's \$15,000 Job Cost****	Storage Buildings \$16,000 Job Cost***	Totals
Current - \$5.00	\$ 935.62	\$ 635.53	Minimum - \$79.00	\$ 194.00	
at \$ 8.00	\$ 1,443.00	\$ 961.25	Minimum - \$104.00	\$ 254.40	
\$3.00 Difference	\$ 507.38	\$ 325.72	\$ 25.00	\$ 60.40	
FY 2020					
Permits Issued	194	18	495	91	
\$3.00 Additional Projected Revenue	\$ 98,437.72	\$ 6,348.96	\$ 12,375.00	\$ 5,496.40	\$ 122,658.08

* The \$5.00 permit multiplier was adopted by Ordinance 74-3 with the Southern Standard Building Code and has never been increased.

** The average square footage of a homes permitted during fiscal year 2020.

*** Average cost of storage buildings permitted during fiscal year 2020.

**** Jobs that cost up to \$15000.00 are charged the minimum permit fee.

NOTE: Above figures include applicable permit fees combined.



Land Use Development Cost Analysis

FY 2019-2020	Small Scale CPA	Large Scale CPA	Comp Plan Text Amend	Rezoning	Variance	Special Exception	Monthly Total
October				\$238.05		\$353.55	\$591.60
November		\$2,222.70				\$414.75	2637.45
December		\$3,780.00			\$192.45	\$250.20	4222.65
January		\$540.00				\$280.05	820.05
February		\$301.05				\$687.15	988.2
March		\$3,780.00		\$307.95			4087.95
April							0
May	\$187.20	\$3,780.00	\$304.50	\$446.25	\$397.20	\$612.45	5727.6
June	\$209.10			\$839.10	\$197.70	\$446.25	1692.15
July	\$211.80		\$181.95	\$1,555.80	\$243.30	\$318.45	2511.3
August	\$190.80		\$1,030.50	\$234.45		\$243.30	1699.05
September			\$472.50			\$699.15	1171.65
Total Average	\$199.73	\$2,400.63	\$497.36	\$603.60	\$257.66	\$430.53	\$26,149.65
Current Application Fee	\$1,250.00	\$2,000.00	\$2,000.00	\$1,250.00	\$750.00	\$750.00	
Proposed Application Fee	\$2,000.00	\$4,000.00	\$3,000.00	\$2,000.00	\$1,000.00	\$1,000.00	
Example of total cost associated with a Rezoning application		Example of total cost associated with a Special Exception Application		Example of total cost associated with a Variance Application			
Z 0587	Ad Cost	SE 0620	Ad Cost	SE 0620	Ad Cost		
PZB Ad Cost	\$307.95	Average Ad Cost	\$430.53	Average Ad Cost	\$257.66		
BCC Ad Cost	\$446.25						
Total	\$754.20						
Staff Time Cost	\$750.00	Staff Time Cost	\$650.00	Staff Time Cost	\$650.00		
Posting Cost	\$100.00	Posting Cost	\$50.00	Posting Cost	\$50.00		
Public Hearing Cost	\$100.00	Public Hearing Cost	\$50.00	Public Hearing Cost	\$50.00		
Complete Total	\$1,704.20	Complete Total	\$1,180.53	Complete Total	\$1,007.66		



Resolution No. 2021-05

2021 Price Index

- Annually, the County adopts a price index to allow private investor owned utilities to adjust rates to keep up with inflation without the expense of a full rate case.
- The County traditionally adopts the Public Service Commission's Price Index as the County's Price Index.
- The Public Service Commission adopted a 2021 Price Index of 1.17 %.
- Resolution No. 2021R-05 will set the Columbia County 2021 Price Index to match the 1.17% PSC rate
- **Recommended Motion:** Approve Resolution No. 2021-05



Utility Master Plan

Jones Edmonds

- The joint City Utility Committee reviewed a proposal for a Utility Master Plan from Jones Edmonds and voted to recommend proceeding this proposal. The Master Plan will include all areas in the County serviced by City utilities such as I-75/SR-47 interchange. Jones Edmonds will need County participation in projecting service demand levels.
- The Committee indicated that selecting another firm would duplicate the existing modeling and increase the overall cost.
- The total cost of the proposal is \$498,230.
- The committee recommends paying for the plan with a \$300,000 RIF Planning Grant; \$100,000 from the City; and \$100,000 from the County.
- The City has voted to approve the Committee recommendation, apply for the RIF grant and provide \$100,000.
- **Recommended Motion:** Approve and support of the Utility Master Plan efforts and provide funding in the amount of \$100,000.



Consulting Agreement

Buchanan, Ingersoll, & Rooney

- The Economic Development Department requests that the Board consider entering into a Consulting Agreement for Government Relations for non-legal services only with Buchanan Ingersoll & Rooney
- Mike Grissom and Mark Kruse and would use their collaborative expertise to support of the County's efforts to assist HAECO retain and expand jobs, including workforce training.
- The retainer is \$6,500.00 per month, plus expenses, beginning May 1, 2021, for a minimum of twelve (12) months
- To offset the Board's contribution, Economic Development has identified \$15,000 within their current budget as well as requested the City of Lake City contribute 50% of the overall contract agreement
- **Recommended Motion:** Approve the agreement with Buchanan, Ingersoll & Rooney



BA 21-39

E-911 Board Rural Grant

- The total amount for the grant is \$109,836
- The grant covers annual maintenance & support with AK Associates, Motorola VESTA CPE Licensing & support, Equature Logging Records maintenance & Support, Eaton Power Systems UPS power system maintenance & support

From:	To:	Amount:
001-0000-133.10-00 DUE FROM STATE OF FL/	001-2515-525.30-52 OPERATING EXPENDITURES/OPERATING SUPPLIES	\$109,836

- **Recommended Motion:** Approve acceptance of the E-911 Board Rural Grant and BA 21-39 in the amount of \$109,836



Appointments to Redistricting Committee

- Section 2.2 of the Columbia County Charter requires that in the odd-numbered year after each decennial census, the Board shall initiate the process for redistricting, following existing boundaries of municipalities where possible and nearly equal in population as possible. This is done through an appointed Committee which shall hold the first meeting by May 15.
- The following residents are recommended for appointment to the redistricting committee:

District:	Recommendations:
District 1, Commissioner Williams	Glenel Bowden, Linard Johnson, Roy Ivey
District 2, Commissioner Ford	Doug Peeler, William Herschleb, Elaine Davis
District 3, Commissioner Hollingsworth	Ron Foreman, Jason Litteral, Snuffy Smith
District 4, Commissioner Witt	Davie Parrish, Kyle Warner, Dale Tompkins
District 5, Commissioner Murphy	Matt Vann, Rob Summerall, Benji Swisher

- **Recommended Motion:** Approve the appointments to the redistricting committee



Request to Set Budget Workshop Dates

- Originally, the Budget Workshop was planned for May 18-20, 2021 in the School Board auditorium. This Workshop would include Department presentations of their budget requests.
- Due to scheduling conflicts, the auditorium is unavailable on May 18th
- Staff requests to set a Workshop on May 19th & 20th, beginning at 9:00 A.M.
- **Recommended Motion:** To set a Workshop for May 19, 2021 at 9:00am that would continue on May 20, 2021 at 9:00 in the School Board Administrative Complex Auditorium.



Memorandum of Understanding Weyerhaeuser

- As part of the Water Use Permit (WUP) application for the North Florida Mega Industrial Park (NFMIP), Weyerhaeuser has agreed to provide property for the well field site. The County plans to install two water wells. Weyerhaeuser wishes to donate the land within the NFMIP.
- The application for the WUP required a letter indicating Weyerhaeuser's intent to donate the land. The Suwannee River Water Management District has requested that this intent to be in the form of a Memorandum of Understanding.
- The Memorandum of Understanding addresses topics such as Identification of the well field site, conveyance of well field site, inspection, right of way easement, etc.
- **Recommended Motion:** Approve the Memorandum of Understanding between Columbia County and Weyerhaeuser NR Company



Community Cleanup Day Request from City of Lake City

- The City will hold a “cleanup day” on June 5, 2021
- The City Manager requests the County to waive of tipping fees for the event
- **Recommended Motion:** Approve the waiver of tipping fees for the cleanup day event



Temporary Increased Staffing Veteran Services

- Commissioner Hollingsworth requests additional staffing for Veteran's Services on a trial basis to improve our customer service to our Veterans.
- The Veterans' Affairs Officer is a part time position working 20 hours a week with no clerical support.
- Staff review supports the addition of a part time temporary, secretarial staff member to handle Veteran set appointments and answer basic questions when the Veterans' Affairs Officer is out of the office. This would be a trial to see if an additional position would be needed in the Budget request for 2021-2022. The trial position would be funded from vacant positions in the BOCC office.
- **Recommended Motion:** Approve additional staffing for Veteran's Services



Assistance to Town of Fort White Land Clearing

- The Town of Fort White plans to loop water lines to improve water quality and supply and will select a contractor to construct the water loops.
- The Town of Fort White requests the County's assistance in clearing and grubbing an area where the looped line will be constructed.
- **Recommended Motion:** Approve the request and allow County staff to clear a utility easement for the Town of Fort White.




Declaration of Surplus Property - Three Rivers Estates

Columbia County owns a vacant parcel in Three Rivers Estates and the County has no intended use for the property.

Recommended Motion: Declare parcel as surplus and approve for the property to be sold.



Columbia County Property Appraiser Jeff Hampton | Lake City, Florida | 386-758-1083

PARCEL: 00-00-00-01273-060 (3851) COUNTY IMP (8600) 1.836 AC LOTS 60 & 61 UNIT 20 THREE RIVERS ESTATES		NOTES:  Columbia County, FL
COLUMBIA COUNTY, FLORIDA Owner: P O BOX 1529 LAKE CITY, FL 32056	2021 Working Values Mkt Lnd \$3,000 Appraised \$3,000 Ag Lnd \$0 Assessed \$3,000 Bldg \$0 Exempt \$3,000 XFOB \$0 county:\$0 Just \$3,000 Total city:\$0 Taxable other:\$0 school:\$0	
Site: Sales info: NONE		

This information was derived from data which was compiled by the Columbia County Property Appraiser Office solely for the governmental purpose of property assessment. This information should not be relied upon by anyone as a determination of the ownership of property or market value. No warranties, expressed or implied, are provided for the accuracy of the data herein, its use, or its interpretation. Although it is periodically updated, this information may not reflect the data currently on file in the Property Appraiser's office. GrizzlyLogic.com



Update of HMGP/CDBG-DR

- The County has two grants, a Hazard Mitigation Grant Program grant and a CDBG-DR VHB grant, for the purchase and demolition of homes that have experienced repetitive flooding.
- Due to the CDBG-DR VHB grant process, this program has not progressed, frustrating the residents in the flood areas as we approach the next hurricane season.

- **No recommended action**