**Revised 11/16/12**

 **Board of County Commissioners**

**Wakulla County, Florida**

**Agenda**

**Regular Public Meeting**

**Monday, November 19, 2012**

 ***Executive Session – 4:00p.m.***

The Wakulla County Commission will conduct a Public Meeting and an Attorney-Client Executive Session to discuss ongoing litigation for the following pending litigations:

Carter and Forte v. Wakulla County, Wakulla County Circuit Court Case No. 10-147CA.

The discussions in this session shall be confined to settlement negotiations and/or strategy relating to litigation expenditures. In attendance at this meeting will be Chairman Alan Brock, Vice Chairman Randy Merritt, Commissioner Lynn Artz, Commissioner Mike Stewart, Commissioner Jerry Moore, County Administrator David Edwards, County Attorney Heather Encinosa, Special Counsel Bill Graham, and a certified court reporter. The Executive Session will last approximately 1 hour.

Chairman Brock will close the Executive Session and adjourn the meeting. Following the closed session, the Board will reconvene in open session so that the Chair may announce the termination of the executive session, and the Board may consider general issues relating to the pending litigation and other County business.

***Executive Session – 4:15p.m.***

The Wakulla County Commission will conduct a Public Meeting and an Attorney-Client Executive Session to discuss ongoing litigation for the following pending litigations:

Robert Roddenberry v. Wakulla County, Case No. 4:11-cv-00204-SPM-WCS (U.S. Dist. Ct. N. Dist. FL)

The discussions in this session shall be confined to settlement negotiations and/or strategy relating to litigation expenditures. In attendance at this meeting will be Chairman Alan Brock, Vice Chairman Randy Merritt, Commissioner Lynn Artz, Commissioner Mike Stewart, Commissioner Jerry Moore, County Administrator David Edwards, County Attorney Heather Encinosa, Special Counsel Brian Duffy and Jason Taylor, and a certified court reporter. The Executive Session will last approximately 1 hour.

Chairman Brock will close the Executive Session and adjourn the meeting. Following the closed session, the Board will reconvene in open session so that the Chair may announce the termination of the executive session, and the Board may consider general issues relating to the pending litigation and other County business.

**Invocation**

**Pledge of Allegiance**

Commissioner Brock

**Approval of Agenda:**

*(The Chairman and members of the Board will approve and/or modify the official agenda at this time).*

**Public Hearing**

*(Public Hearings are held as required to receive public comments on matters of special importance or as prescribed by law. Public Hearings shall be heard at 5:00pm, or soon thereafter. Individual speakers are encouraged to adhere to a three (3) minute time limit. The Chairman has the discretion to either extend or reduce time limits, based on the number of speakers).*

##### Awards and Presentations

 *(Members of the Board will have the opportunity to acknowledge members of the community or commendable efforts at this time. Presentations will be made from individuals concerning issue of importance).*

 Recognition of Outgoing Commissioners – by David Edwards, County Administrator

**Citizens to be Heard**

*(Citizens will be heard between 6:30p.m. and 7:00p.m., or if the meeting concludes prior to 6:30p.m. or 7:00p.m. citizens will then be heard at the end of the meeting where applicable. Three (3) minute time limit; non-discussion by Commission; there shall be no debate and no action by the Commission).*

(To ensure fairness and encourage participation, citizens who would like to speak on any item will need to fill out a speaker’s card and turn in to Ms. Taff prior to the beginning of discussion on that particular item.  Citizens are allowed a maximum of 3 minutes to speak.)

 **Consent**

*(All items contained herein may be voted on with one motion. Consent items are considered to be routine in nature, are typically non-controversial and do not deviate from past Board direction or policy. However, any Commissioner, the County Administrator, or the County Attorney may withdraw an item from the consent agenda, either in writing prior to the meeting, or at the beginning of the meeting and it shall then be voted on individually. Every effort shall be made to provide such a request to the Chairman at least 24 hours before the meeting).*

1. Approval of Minutes from the November 5, 2012 Regular Board Meeting

(Brent X. Thurmond, Clerk of Court)

2. Approval for Payment of Bills and Vouchers Submitted for November 1, 2012 through November 14, 2012

(Brent X. Thurmond, Clerk of Court)

3. Request Board Acceptance of the Auditor Report on Florida Foresight’s Big Bend Maritime Center Agreement

 (Greg James, Finance Director)

4. Request Board Approval of Temporary Road Closure on February 16, 2013 for the Wakulla County Christian Coalition Black History Celebration and Parade

 (David Edwards, County Administrator)

5. Request Board Approval to Award SHIP Down Payment Assistance to Jessica Gaffney on an Existing Single Family Home

(Esrone McDaniels, Meridian Community Services)

6. Request Board Approval of a Resolution Adopting the Section 8 Rent Reasonableness Determination Policy and Procedures

(Esrone McDaniels, Meridian Community Services)

7. Request Board Approval to Submit the Section Eight Management Assessment Program (SEMAP) Certification for FY2012/13 to United States Department of Housing and Urban Development (HUD)

(Esrone McDaniels, Meridian Community Services)

11. Request Board Approval to Apply for the Annual State of Florida EMS County Grant Program and Approval of the Required Resolution

 (Michael Morgan, Fire/Rescue Chief)

 Consent Items Pulled for Discussion

 *(Members requesting further information on items placed under “Consent Agenda,” may withdraw those items and place them here, for further discussion).*

 **Planning and Zoning**

 (*Members will be provided with planning and zoning amendment requests five (5) business days prior to the scheduled meeting. To the maximum extent possible, all support information and documentation for P&Z items shall be made available through a variety of means including the County website that will provide the public with the greatest opportunity to review documentation at the date of advertisement pursuant to Resolution No. 04-43. “In accordance with Sec. 24.01 of County Code, for all quasi- judicial proceedings each Commission member must disclose all contact received from interested parties and/or their representatives, lobbyists, or any other third parties concerning any application and any personal investigation or knowledge being relied upon during the consideration of any quasi-judicial planning and zoning matters”.)+*

 **General Business**
 *(General Business items are items of a general nature that require Board directions or pertain to Board policy*

8. Request Board Approval to Re-Open, Accept Ownership, and Maintain Brewster Road and Magnolia Street within Greiner’s Addition and Magnolia Gardens Subdivision

(Cleve Fleming, Public Works Director)

9. Request Board Approval of Amendment No. 3 to Task Work Order No. 3 for the Agreement between Wakulla County and Atkins for Professional Planning and Engineering Services

 (Luis Serna, Planning Director)

12. Request Board Approval of the Recommended Year-end Budget Resolutions and Adjustments to the FY 2011-12 Budget

(Greg James, Finance Director)

 Commissioner Agenda Items

 *(Items with supporting documentation shall be provided by a Commissioner to the County Administrator three (3) business days prior to the scheduled meeting. Items that are agendaed by Commissioners and fail to gain approval may not be replaced on the agenda by a Commissioner on the non-prevailing side for a period of six (6) months without approval of the Chairman unless there is substantive new information to present).*

 10. Commissioner Merritt –

1. Request Board Approval of Previously Constructed Road Acceptance **THIS ITEM HAS BEEN PULLED FROM THE AGENDA**
2. Request Board Consideration of Assigning Commissioner Offices

 **County Attorney**

*(County Attorney items are items of a legal nature that require Board direction or represent general information to Board Members, staff or the public).*

**County Administrator**

 *(County Administrator items are items that require Board direction or represent general information to Board Members, staff or the public).*

* + - Operational Update
		- FEMA Flood Maps Update

 **Discussion Issues by Commissioners**

*(The purpose of this section is for Commissioners to request staff action on various issues, including scheduling of a future agenda item for later Board action, based on the approval of a majority of the Board. No assignments or request for agenda items shall be given to the County Administrator or County Attorney without the express approval of the majority of the Board. The Board shall take no policy action without an agenda item unless such is accomplished through a unanimous vote of the Board. The remarks of each Commissioner during his or her “discussion items” shall adhere to Robert Rules of Order, for proper decorum and civility as enforced by the Chairman.*

**Adjourn**

*(Any departure from the order of business set forth in the official agenda shall be made only upon majority vote of the members of the Commission present at the meeting)*

 *The next Board of County Commissioners Meeting is scheduled for*

***Monday, December 3, 2012 at 5:00p.m.***

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|  **Regular Board Meeting and Holiday Schedule****January 2012 – December 2012** |
| **January 2012** |  | **February 2012** |  | **March 2012** |
| **S** | **M** | **T** | **W** | **Th** | **F** | **Sa** |  | **S** | **M** | **T** | **W** | **Th** | **F** | **Sa** |  | **S** | **M** | **T** | **W** | **Th** | **F** | **Sa** |
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| **April 2012** |  | **May 2012** |  | **June 2012** |
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| **July 2012** |  | **August 2012** |  | **September 2012** |
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| **October 2012** |  | **November 2012** |  | **December 2012** |
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|  | **Regular Board Meeting**  |  | **Workshops** |
|  | **Special Meeting** |  |  |
|  | **Holiday** |  |

**PUBLIC NOTICE**

**2011/2012** **Tentative Schedule**

**All Workshops, Meetings, and Public Hearings are subject to change**

All sessions are held in the Commission Chambers, 29 Arran Road, Suite 101, Crawfordville, FL. Workshops are scheduled as needed.

| **Month** | **Day** | **Time** | **Meeting Type** |
| --- | --- | --- | --- |
| **Month** | **Day** | **Time** | **Meeting Type** |
| **November 2012** | Monday, 5 | 5:00 P.M. | Regular Board Meeting |
|  | Tuesday, 13 | 7:00 P.M. | Planning Commission Meeting |
|  | Wednesday, 14 | 5:30 P.M. | Code Enforcement Meeting |
|  | Monday, 19 | 4:00 P.M. | Attorney-Client Executive Session |
|  | Monday, 19 | 5:00 P.M. | Regular Board Meeting |
|  | Tuesday, 20 | 5:00 P.M. | Commissioner Swearing-In Ceremony |
| **December 2012** | Monday, 3 | 5:00 P.M. | Regular Board Meeting |
|  | Monday, 10 | 7:00 P.M.  | Planning Commission Meeting |