

Regular Meeting
Commission Board Room
Dixie County Courthouse
214 NE Hwy 351, Cross City, FL 32628
December 07, 2023 – 10:00 AM

The Board meetings are audio recorded. The public can hear and participate in the meeting via conference call by dialing 1(917)900-1022 and enter code 32628.

COMMISSIONERS

Jody Stephenson, District 1, Vice Chairman
Daniel Wood, District 2
Jamie Storey, District 4, Chairman
David Osteen, District 5

STAFF

Paul Gainey, Acting Assignment County Manager
Martha McCaskill, Acting Assignment Asst. County Manager/
Administrative Asst/Grant Coordinator
Chana Watson, County Attorney
Barbie Higginbotham, Clerk of Court
Della J. Rhymes, Asst. Chief Deputy Clerk
Jacki Johnson, Chief Financial Officer
Brenda Royal, Chief Financial Officer

CALL TO ORDER

The Board Meeting/Workshop was called to order at 10:00 AM by Commissioner Storey.

INVOCATION AND PLEDGE TO THE AMERICAN FLAG

The Invocation was led by Commissioner Storey and the Pledge to the American Flag was led by Commissioner Stephenson.

APPROVAL OF COMMISSION MINUTES

Commissioner Stephenson made the motion to approve Minutes from the Regular Meeting of November 16, 2023. Commissioner Osteen seconded. Board approved.

VOUCHER APPROVAL

Commissioner Osteen made the motion to approve the vouchers. Commissioner Wood seconded. Board approved.

CONSTITUTIONAL OFFICERS

None were present.

PUBLIC HEARING: THE PUBLIC HEARING MAY BE CONTINUED TO ONE OR MORE FUTURE DATES. ANY INTERESTED PARTY IS ADVISED THAT THE DATE, TIME, AND PLACE OF ANY CONTINUATION OF THE PUBLIC HEARING SHALL BE ANNOUNCED DURING THE PUBLIC HEARING AND THAT NO FURTHER NOTICE CONCERNING THE MATTERS WILL BE PUBLISHED.

The motion to go into the Public Hearing was made by Commissioner Stephenson. Seconded by Commissioner Osteen. Board approved.

Dixie County Land Development Code

As required by Section 163.2202 F.S.

Consistent with the Dixie County Comprehensive Plan

Repeals Land Development Code adopted September 1990 and all subsequent amendments.

Adopts Dixie County Land Development Code consisting of the following articles:

ARTICLE I: GENERAL PROVISIONS

ARTICLE II: ZONING

ARTICLE III: SPECIAL DISTRICTS

ARTICLE IV: NATURAL RESOURCE PROTECTION STANDARDS

ARTICLE V: ADEQUATE PUBLIC FACILITIES

ARTICLE VI: DEVELOPMENT OPTIONS

ARTICLE VII: DEVELOPMENT STANDARDS

ARTICLE VIII: SIGNS

ARTICLE IX: AGENCIES, BOARDS AND OFFICERS

ARTICLE X: ADMINISTRATION

ARTICLE XI: INTERPRETATIONS, EXCEPTIONS, EQUITABLE RELIEF, AND ENFORCEMENT

ARTICLE XII: DEFINITIONS

(First Reading) (Second Reading will be 12-21-2023)

County Attorney Chana Watson appeared before the Board and read the Dixie County Land Development Code Amendment request.

APPLICATIONS for AMENDING THE OFFICIAL ZONING ATLAS OF THE LAND DEVELOPMENT REGULATIONS

An application by **Wade Higginbotham**, to amend the Official Zoning Atlas of the Land Development Regulations, by changing the zoning district from AGRICULTURE (A4) to COMMERCIAL, NEIGHBORHOOD (CN) on the property described, as follows:

A parcel of land lying in Section, Township, Range, 09-09-13-0000-3977-0000, Dixie County, Florida. Being more particularly described, as follows:

COMMENCE AT A BIG NAIL FOUND WITH METAL WASHER STAMPED LS 4795 LOCATED AT THE SOUTHEAST CORNER OF SECTION 9 AND GO NORTH 01 DEGREES 16 MINUTES 43 SECONDS WEST ALONG THE EAST LINE OF SECTION 9 FOR A DISTANCE OF 40.00 FEET TO A POINT ON THE NORTHERN RIGHT-OF-WAY LINE OF NORTHEAST 512TH AVENUE (80' PUBLIC R/W), THENCE LEAVING THE EAST LINE OF SECTION 9 GO SOUTH 89 DEGREES 00 MINUTES 17 SECONDS WEST ALONG THE NORTHERN RIGHT-OF-WAY LINE OF COUNTY ROAD 351A/NORTHEAST 512TH AVENUE FOR A DISTANCE OF 242.51 FEET TO A 5/8" REBAR SET CAPPED LB8367, AT THE INTERSECTION OF THE NORTHERN RIGHT-OF-WAY LINE OF COUNTY ROAD 351A/NORTHEAST 512TH AVENUE AND

THE EASTERLY RIGHT-OF WAY LINE OF NORTHEAST STATE ROAD No. 351 (100' PUBLIC R/W), SAID POINT BEING THE POINT OF BEGINNING.

FROM SAID POINT OF BEGINNING THENCE GO ALONG A CURVE CONCAVE TO THE LEFT HAVING A RADIUS OF 2914.79 FEET, AN ARC LENGTH OF 391.88 FEET, SUBTENDED BY A CHORD BEARING OF NORTH 20 DEGREES 43 MINUTES 17 SECONDS EAST, HAVING A CHORD DISTANCE OF 391.58 FEET TO A 5/8" REBAR SET CAPPED LB8367; THENCE LEAVING THE EASTERLY RIGHT-OF WAY LINE OF NORTHEAST STATE ROAD No. 351 GO NORTH 89 DEGREES 01 MINUTES 28 SECONDS EAST FOR A DISTANCE OF 155.69 FEET TO A 5/8" REBAR SET CAPPED LB8367; THENCE GO SOUTH 01 DEGREES 16 MINUTES 43 SECONDS EAST FOR A DISTANCE OF 363.74 FEET TO A 5/8" REBAR SET CAPPED LB8367 ON THE NORTHERN RIGHT-OF-WAY LINE OF COUNTY ROAD 351A/NORTHEAST 512TH AVENUE; THENCE GO SOUTH 89 DEGREES 00 MINUTES 17 SECONDS WEST ALONG THE NORTHERN RIGHT-OF-WAY LINE OF COUNTY ROAD 351A/NORTHEAST 512TH AVENUE FOR A DISTANCE OF 302.39 FEET TO A 5/8" REBAR SET CAPPED LB8367, SAID POINT BEING THE POINT OF BEGINNING. of Dixie County, Florida.

SAID TRACT CONTAINS 1.873 ACRES ~ 81,597 SQ.FT. (Dollar General Store)

(District 1, Jody Stephenson)

Building Official Leon Wright appeared before the Board and read the application for amending the Official Zoning Atlas of the Land Development Regulations request made by Wade Higginbotham.

Commissioner Stephenson made the motion to approve the application for amending the Official Zoning Atlas of the Land Development Regulations request made by Wade Higginbotham. Commissioner Osteen seconded. Board approved.

The motion to go out of the Public Hearing was made by Commissioner Osteen. Seconded by Commissioner Stephenson. Board approved.

RESOLUTION 2023-124

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA, SERVING AS THE PLANNING AND ZONING BOARD OF DIXIE COUNTY, FLORIDA, TO AMEND THE OFFICIAL ZONING ATLAS OF THE LAND DEVELOPMENT REGULATIONS, BY CHANGING THE ZONING DISTRICT FROM AGRICULTURE (A4) TO COMMERCIAL NEIGHBORHOOD (CN) ZONING DISTRICT ON CERTAIN LANDS WITHIN THE UNINCORPORATED AREA OF DIXIE COUNTY, FLORIDA; REPEALING ALL RESOLUTIONS IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

Mr. Wright appeared before the Board and read Resolution 2023-124 in support of the request made for amending the Official Zoning Atlas of the Land Development Regulations request made by Wade Higginbotham.

Commissioner Stephenson made the motion to approve Resolution 2023-124 in support of the request made for amending the Official Zoning Atlas of the Land Development Regulations request made by Wade Higginbotham. Commissioner Wood seconded. Board approved.

ORDINANCE 2023-11

AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF DIXIE COUNTY, FLORIDA AMENDING CHAPTER 24 OF THE DIXIE COUNTY CODE TO ADD A NEW SECTION 24-18 PROHIBITING SMOKING WITHIN THE BOUNDARIES OF DIXIE COUNTY PUBLIC PARKS, AND PUBLIC BEACHES; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE REPEAL OF ALL ORDINANCES INCONSISTENT HEREWITH; PROVIDING FOR INCORPORATION INTO THE DIXIE COUNTY CODE OF ORDINANCES; AND PROVIDING AN EFFECTIVE DATE. **(First Reading)**

County Attorney Chana Watson appeared before the Board and requested this item be tabled due to non-advertisement.

Commissioner Osteen made the motion to table Ordinance 2023-11. Commissioner Stephenson seconded. Board approved.

ORDINANCE 2023-12

AN ORDINANCE OF THE DIXIE COUNTY BOARD OF DIXIE COUNTY COMMISSIONERS, CROSS CITY, FLORIDA, REPEALING AND REPLACING ITS LAND DEVELOPMENT CODE, ORDINANCE NO. 1990-04, AND ALL SUBSEQUENT AMENDMENTS, IN ACCORDANCE WITH THE PROVISIONS OF CHAPTER 163.3202 FLORIDA STATUTES WHICH REQUIRES REGULATIONS TO BE PREPARED AND ADOPTED WHICH IMPLEMENT THE COUNTY OF DIXIE COMPREHENSIVE PLAN, FOR THE SUBDIVISION OF LAND, THE USE OF LAND AND WATER, AREAS SUBJECT TO SEASONAL AND PERIODIC FLOODING, PROTECTION OF ENVIRONMENTALLY SENSITIVE LANDS DESIGNATED IN THE COUNTY OF DIXIE, FLORIDA COMPREHENSIVE PLAN,(SIGNAGE RESERVED) , PROVISIONS FOR THE PROTECTION OF POTABLE WATER WELLFIELDS, DRAINAGE AND STORMWATER MANAGEMENT, ENSURING THAT POUBLIC FACILITIES AND SERVICES MEET OR EXCEED THE STANDARDS ESTABLISHED IN THE CAPITAL IMPROVEMENTS ELEMENT OF THE COUNTY OF DIXIE COMPREHENSIVE PLAN AND ARE AVAILABLE WHEN NEEDED FOR DEVELOPMENT AND PROVISIONS FOR ENSURING SAFE AND CONVENIENT ONSITE TRAFFIC FLOW AND CONSIDERING NEEDED VEHICLE PARKING; PROVIDING FOR SEVERABILITY; REPEALING ALL ORDINANCES IN CONFLICT; AND PROVIDING AN EFFECTIVE DATE. **(First Reading)**

County Attorney Chana Watson appeared before the Board and read Ordinance 2023-12 in support of the Dixie County Land Development Code Amendment request.

Commissioner Wood made the motion to approve Ordinance 2023-12 in support of the Dixie County Land Development Code Amendment request. Commissioner Stephenson seconded. Board approved.

MONICA MYLES, U.S. SMALL BUSINESS ADMINISTRATION

Ms. Myles appeared before the Board to inform everyone of low interest rate loans that are available to help recover from the damages caused by Hurricane Idalia.

GRACE PERIOD EXTENDS TIME TO APPLY FOR PROPERTY DISASTER LOANS UNTIL DECEMBER 14, 2023

- Homeowners, Renters, Businesses of any size, and most Private Non-Profits can apply for an SBA low interest rate disaster loan to repair or replace their property that was damaged as the result of Hurricane Idalia between August 27 through September 4, 2023, in Columbia County and in the other counties declared a disaster as a result of Hurricane Idalia in the state of Florida.
- Apply online at: SBA.gov/disaster.
- DisasterLoanAssistance.sba.gov
- One day in person application event on: Friday, December 1, 2023, from 12noon to 4:00 p.m. at the Hamilton County Annex Building, 1153 Highway 41 NW, Jasper, FL 32052
- Call SBA at: 1-800-659-2955 or 711 for the hearing impaired for more information

LOAN TERMS

- Maximum loans up to:
- \$500,000 for real property loans for homeowners
- \$100,000 for personal property disaster loans for homeowners and renters
- \$2 million for businesses and non-profits (for all loans, including, Economic Injury Disaster Loan “EIDL”, mitigation loans, and refinancing if applicable). Only the EIDL has an application deadline of May 31, 2024)

INTEREST RATES

Interest rates as low as:

- 2.500% Homeowners and Renters
- 2.375% Private Non-Profits
- 4.000% Businesses

ADDITIONAL BENEFITS TO AID IN THE RECOVERY

- No application fees.
- No interest accrues during the first year of the loan.
- The first payment is not due for a period of one year.
- Do not have to wait for insurance claim settlement in order to apply for an SBA disaster loan.
- No collateral is requested for loans of \$25,000 or less.
- Loan terms are up to 30 years.
- See the attached Fact Sheet for more SBA Disaster Loan information.

SHEILA FRIERSON, DIXIE COUNTY ANTI-DRUG COALITION

Ms. Sheila Frierson appeared before the Board and informed them the recovery services are requested more during the holidays. She said they are continuing to reach out to the community and train new law enforcement officers.

STEVE COPELAND, SUWANNEE WATER AND SEWER MANAGER

Mr. Copeland appeared before the Board and requested a moment of silence for veterans lost on this date of December 07, 1941.

Mr. Copeland informed the Board there are 933 active accounts in Suwannee. There are 20–30 that are still unreported. He said they have completed 86 re-installations of grinders and there are 889 left to do. He said that FEDEM will pay for some installations, but he does not know how much. He said that FEMA is taking photos of locations and grinders, and meters next week. He said they have been ready for the state audit since October 01, 2023; however, the auditor has not shown up yet.

GREG BAILEY, NORTH FLORIDA PROFESSIONAL SERVICES

Mr. Kellan Bailey appeared before the Board to give them an update on several projects:

- The Old Town Fire Station advertised this morning, the plans are completed, the bid opening will be January 16, 2024.
- The Cross City Library roof repair will be completed in a couple of weeks, the HVAC work will need to be coordinated with the county, will advertise first of the year 2024.
- The projects for 95 and 97 had a field review last week, the proposed plans show 10-foot lanes with two (2) foot shoulders and a shallow ditch for drainage.
- The NE 82 Avenue project has been submitted to FDOT.
- The Sheriff Evidence Building survey is being finished, the floor plans have changed.
- SCOP and SCRAP has been updated.
- The Hurricane Idalia Damage Assessments have been completed and given to Chief Garner for FEMA.

JOHN LOCKLEAR, LOCKLEAR AND ASSOCIATES

Ms. Natalie ___ appeared before the Board and informed the Board that the signs for Palm Drive are complete and they are waiting to do a final walk thru with FDOT.

CINDY BELLOT, LIBRARY DIRECTOR

Ms. Bellot appeared before the Board and informed them of some scheduled events:

- On Thursday, December 14, 2023, at 3:00 PM the Three Rivers Board will meet at the Dixie County Public Library.
- On Wednesday, December 20, 2023, the Dixie County Public Library will close at 3:00 PM for policy review with staff.

Commissioner Osteen made the motion to close the Dixie County Public Library on Wednesday, December 20, 2023, at 3:00 PM for policy review with staff. Commissioner Stephenson seconded. Board approved.

STEVE FREMEN, CODE ENFORCEMENT & VETERANS SERVICE OFFICER

Mr. Fremen appeared before the Board and informed them they have been reaching out to other counties discussing the Code Enforcement Process. He said this process is very confusing. He said their goal is to do this the right way the first time.

STEVE HUTCHISON, COUNTY ROAD SUPERINTENDENT

Mr. Hutchison was not present for this meeting.

DWAYNE CHAUNCEY, MOSQUITO CONTROL DIRECTOR

Mr. Chauncey was not present for this meeting.

TIM JOHNSON, SOLID WASTE DIRECTOR

Mr. Johnson was not present for this meeting.

LEON WRIGHT, BUILDING AND ZONING OFFICIAL

Mr. Wright had nothing further to discuss.

DARIAN BROWN, DIRECTOR OF EMERGENCY SERVICES

Administrative Chief Matt Ferguson appeared before the Board and presented a copy of the Collections for their department.

He reminded everyone of the following:

- The EMS and Fire Department Christmas Party will be held from 5:00 until 8:00 PM at Camp Anderson on Saturday, December 09, 2023.
- Christmas in Dixie will be held on Friday, December 15, 2023, from 5:00 until 9:00 PM at the Dixie County High School.

**SCOTT PENDARVIS, 911 COMMUNICATIONS DIRECTOR
& I.T. ADMINISTRATOR**

Mr. Pendarvis was not present for this meeting.

GAIL CARTER, INDIGENT CARE

Ms. Carter was not present for this meeting.

HOLLY HOUGHTON, COUNTY EXTENSION AGENT

Ms. Houghton was not present for this meeting.

ANGIE CROWLEY, HUMAN RESOURCES ADMINISTRATOR

Ms. Crowley appeared before the Board and presented a report from NOVA Engineering and Environmental, LLC. They evaluated the damage to the Suwannee Community Center/Voting Precinct 5 caused by Hurricane Idalia. She said they have noted several areas of damage, and the insurance company will be contacted. She asked if there was any historical value to the building.

PAUL GAINEY, ACTING ASSIGNMENT COUNTY MANAGER

Manager Gainey appeared before the Board and requested their approval of several projects.

Manager Gainey requested the Board's approval to establish electrical service at the sign in Suwannee per Commissioner Hatch's request.

Commissioner Stephenson made the motion to establish electrical service at the sign in Suwannee. Commissioner Osteen seconded. Board approved.

Manager Gainey requested the Board's approval to the purchase of a 2007 Sterling 50' Bucket truck in the amount of \$35,000.00 for the Road Department.

Commissioner Osteen made the motion to approve the purchase of a 2007 Sterling 50' Bucket truck in the amount of \$35,000.00 for the Road Department. Commissioner Wood seconded. Board approved.

Manager Gainey requested the Board's approval of the Annual Certified Budget for Arthropod (Mosquito) Control as presented.

Commissioner Osteen made the motion to approve of the Annual Certified Budget for Arthropod (Mosquito) Control as presented. Commissioner Stephenson seconded. Board approved.

Manager Gainey requested the Board's approval of the Garbage and C&D Can Hauling Services Agreement between Dixie County and Dixie Dumpster, LLC on an as needed basis.

Commissioner Osteen made the motion to approve the Garbage and C&D Can Hauling Services Agreement between Dixie County and Dixie Dumpster, LLC on an as needed basis. Commissioner Stephenson seconded. Board approved.

Manager Gainey informed every one of the following:

- There will be a Christmas Greeting from the Commissioners to the public in the Dixie County Advocate.
- The Dixie County Public Library facilities will be closed December 20, 2023, at 3:00 PM for a staff policy review.
- Reminder of the Annual Safety Luncheon on December 21, 2023, 12:00 PM, at the School Board Meeting Room.
- The Board will provide the hotdogs and supplies for the Christmas in Dixie event. This expense will be paid from the Board Account.

CHANA WATSON, COUNTY ATTORNEY

Attorney Chana Watson appeared before the Board and informed them about the \$175,000.00 Opioid settlement. She said they did have another meeting with DCF and need to know how the Board would like to disburse the funds. She said there are three (3) agencies that could benefit from this funding. The EMS Paramedicine Program and/or the Dixie County Sheriff's Office and/or the Dixie County Anti-Drug Coalition. She recommended the Board allocate the funds between the three (3) agencies by percentages.

Ms. Sheila Frierson informed everyone that the Dixie County Anti-Drug Coalition is funded by grants, and they are losing two (2) of those grants this year. She said they must provide services for Education, Recovery and Prevention in order to exist.

Admin. Chief Ferguson said that the Paramedicine Program is funded by grants as well. He said the Budget for this year is \$110,268.00 and they only have \$50,000.00 funded. He said they had a three (3) year grant which has now expired. He said that EMS must cover any shortfall in funding to keep the program alive.

Manager Gainey asked when this funding needs to be allocated. He said he would like to meet with each agency and then come back before the Board with more information before a decision is made.

Attorney Watson replied there is no set date. She said this is a yearly allocation.

Admin. Chief Ferguson informed the Board that he has a proposal packet and a line-item budget completed and only needs to complete a contract.

Chief Financial Officer Jacki Johnson asked who will keep up with tracking the funding. She asked about the funding that has already been received by the county.

Attorney Watson replied this is contractual services and DCF and Lutheran Services is the handler of the funds. She said an outside agency will handle the tracking of the money and provide accounting services.

Ms. Frierson informed everyone that Lutheran Services of Florida provides a free one-year Rehab Program in Tallahassee, Orlando and Jacksonville for women.

BARBIE HIGGINBOTHAM, CLERK OF COURT

Clerk Higginbotham appeared before the Board and informed them that there is a Connex storage container at the County Yard full of Clerk and County documents. She has been going through the documents and several have been destroyed from exposure to the elements and/or rodents and insects. She said most have reached their retention date. She requested the Board's approval for the destruction of 63 boxes of documents.

Commissioner Osteen made the motion to destroy the 63 boxes of documents. Commissioner Wood seconded. Board approved.

COUNTY COMMISSION ITEMS

Commissioner Wood asked about the signs for Hinton Landing.

Mr. Gainey replied the Road Department is working on the signs and Central Florida Electric will be working on the lights.

Commissioner Osteen said he has been working on the issue with the sailboats in the Steinhatchee River and the ones washed on shore by the storm.

Manager Gainey added that Chris Wynn, the FWC Director had said they will increase patrols and compliance checks.

Commissioner Osteen thanked everyone for the striping on Hwy 358 to Jena. He said the residents have expressed their appreciation and thanks.

Commissioner Stephenson requested prayer for the Dump Truck Driver in the hospital.

Clerk Higginbotham informed everyone that Mr. Tim Johnson's brother has also had an accident.

Commissioner Storey requested prayer for the whole county and thanked all for attending the meeting.

PUBLIC COMMENTS AND CONCERNS

Ms. Crowley asked about the paving on Hwy 349.

Manager Gainey said the process has started.

Mr. Mike Heath from Suwannee River Heights appeared before the Board and informed them that there is no room for a well and septic on the ¼ acres within this development.

He said there is a company that builds tiny homes, from Tampa, FL, that is trying to do so and build a dwelling on several of these lots.

Building Official Leon Wright said there is a distance requirement between a well and septic system that must be followed. He said there is an RV Special Exception on one of these lots.

He said a tiny home on wheels is like an RV.

Ms. Winehart asked if tiny homes need Special Exemptions.

Mr. Wright replied yes.

ADJOURN

Commissioner Osteen made the motion to adjourn at 11:31 AM. Commissioner Wood seconded. Board approved.



ATTEST:

BOARD OF COUNTY COMMISSIONERS
DIXIE COUNTY, FLORIDA

Jamie Storey

Jamie Storey, Chairman

Barbie Higginbotham

Barbie Higginbotham, Clerk-Auditor

PLEASE BE ADVISED that if a person decides to appeal any decision made by the Board with respect to any matter considered at such meeting or hearings, he/ she will need a record of the proceedings, and for such purpose, he/ she will 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.

“Persons with disabilities requesting reasonable accommodations to participate in this proceeding should contact (352) 486-4931 (Voice & TDD) or via Florida Relay Service at (800) 955-8771.”

The Board meets the first Thursday of each month at 10:00 AM and the third Thursday of each month at 6:00 PM. Individuals that would like to be placed on the agenda should call Barbie Higginbotham, Clerk of Court, by 4:00 PM on the Friday Preceding the Board meeting, at (352) 498-1200.