

January 5, 2015

**ECONOMIC DEVELOPMENT COMMITTEE**

1. Space Florida Update by Chris Snow, Senior Director  
of Business Development for Space Florida  
**(For Thursday Agenda)**

No support documentation for this agenda item.

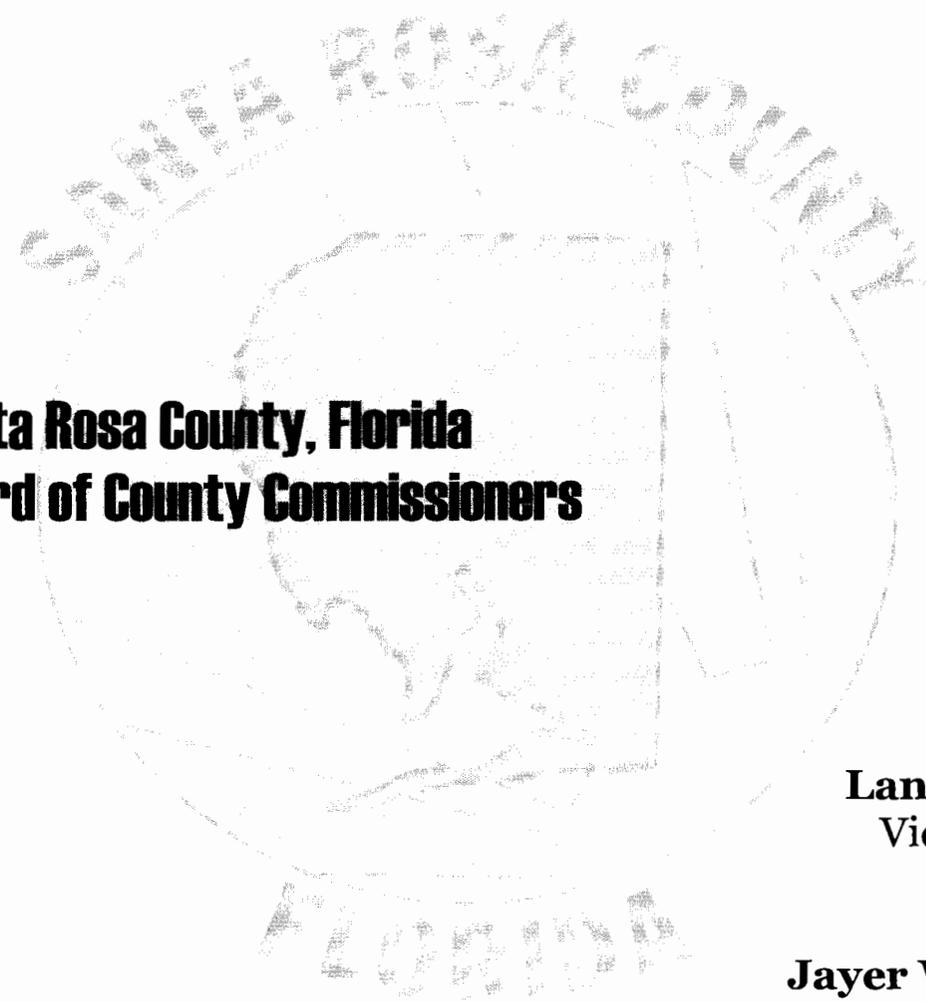
January 5, 2015

**ADMINISTRATIVE COMMITTEE**

1. Discussion of Legislative Priority List for 2015 legislative session.
2. Discussion of District Four Improvement Plan Survey.
3. Discussion of following RESTORE Act issues:
  - Establishing RESTORE Act Coordinator position
  - Hiring another grants writer
  - Review current RESTORE Act consulting services agreement with Atkins, Inc.
4. Discussion of proposals for providing background screening of volunteers in county parks and recreation facilities.
5. Discussion of 2014-2015 Land and Water Conservation Fund (LWCF) grant application cycle.
6. Discussion of declaration as surplus property a 1997 Ford Explorer from the Engineering Department as recommended by the Clerk of Courts.
7. Discussion of naming Animal Services after former Director Dominic Persichini.
8. **INFO ONLY:** Public Hearing items scheduled for 9:30 a.m. Thursday January 8, 2015: NONE

# 2015 LEGISLATIVE ISSUES

12/18/14



## Santa Rosa County, Florida Board of County Commissioners

**Don Salter**  
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District 5

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District 2

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District 4

6495 Caroline St.  
Milton, FL 32570  
Phone: (850) 983-1877  
Fax: (850) 983-1856  
[www.santarosa.fl.gov](http://www.santarosa.fl.gov)

## **1. Navarre Beach Re-nourishment**

The county is seeking increased funding support for FDEP's, Florida Beach Management Funding Assistance Program (BMFAP), also known as the Beach Erosion Control Program, which was established for the purpose of working in concert with local, state and federal governmental entities to achieve the protection, preservation and restoration of the sandy beaches located on the Gulf of Mexico, Atlantic Ocean, or Straits of Florida. At present, about 398 of the state's 825 miles of sandy beaches have experienced "critical erosion", a level of erosion which threatens substantial development, recreational, cultural, or environmental interests. Navarre Beach has approximately 4-miles of critically eroded beach which are eligible for FDEP cost sharing (\$6.1 million) subject to legislative appropriation for the BMFAP. Completion of this project is critical to the continued economic recovery of Santa Rosa County from the recent recession and from the damages inflicted by the Deepwater Horizon Oil Spill.

**The Santa Rosa County Board of Commission requests the Florida Legislature to appropriate at least \$45 million to BMFAP in FY 2015/16 to fund the Navarre project and all the projects estimated at ranking higher in the FDEP assessments. The past five years of appropriations have averaged less than \$30 million.**

## **2. Support Whiting Aviation Park**

Santa Rosa County is poised to develop a one of a kind aviation focused park - Whiting Aviation Park. With up to 269 acres available, the park offers access to 6,000 feet of Naval Air Station Whiting Field's runway through the first of its kind limited use agreement between the U.S. Navy and the county. With runway access, monitored airspace, VFR flight conditions over 300 days each year, and an available workforce of the second highest concentration of military retirees in the nation, the future of Whiting Aviation Park offers a unique opportunity for aviation related companies.

The project would not only help protect the industry that has brought over 14,000 jobs and that has an economic impact of \$1.1 billion per year, Whiting Aviation Park has the ability to transform economic development through above average paying job creation in Santa Rosa County and Northwest Florida.

Plans are to develop Whiting Aviation Park over a two phased process, the first phase would be develop detail construction plans utilizing many of infrastructure items currently in place that by the Navy, updated and refined construction cost estimates, a comprehensive utility development plan, and optional bidding scenarios to support development of the park. The second phase of the aviation park would be the construction of the infrastructure improvements which would include but not limited to Taxiway Yankee Improvements, Construction of Taxiway, construction of a South Entrance Road, and Public Ramp Grading and Paving. **The county is requesting approximately \$8.8 million in a non-recurring special appropriation for phase one and partial phase two construction.**

### 3. Revert to Previous Brownfield Bonus Refund Guidelines

In June 2013, an amendment to the Brownfield Bonus Refund guidelines took effect. The new guidelines add an unneeded government layer to the program and the program no longer display the “business friendly” environment currently promoted by the state. Santa Rosa County may already be seeing an impact on its economic development efforts, with the loss of several potential projects that did not qualify for the QTI incentive but would have qualified for the Brownfield’s bonus refund had the legislation not changed. **The board requests for the current language to be removed and replaced with the original language for 288.107(1)(c) from the 2012 Florida Statutes, which defines a “Brownfield Area”**

### 4. Santa Rosa Agri-Plex

Santa Rosa County currently has the number one ranked project for 2014-2015 agriculture education and promotion facility funding through F.S. 2881175, the Santa Rosa Agril-Plex. The mission of the facility is to ensure the long-term sustainability of agriculture in Northwest Florida through education, promotion, research, marketing, tourism and economic development and is a collaborative project of several local, regional and state partners. The county has invested \$1.4 million in Phase I of the complex, the multi-use covered arena.

Phase II of the project is ranked first on the project list, for \$93,000 in funding, based on the statutorily required ranking criteria. This phase includes construction of a clinical exhibition space, multi-use livestock barns and stalls. The Florida Department of Agriculture and Consumer Science has ranked the Santa Rosa Agri-Plex in the first position three out of the four years, but the project has been skipped in previous years while other projects were funded.

Florida statutes require the Florida Department of Agriculture and Consumer Services to solicit applications for funding of projects in local communities for the construction and/or renovation of agricultural education facilities. The funding for the next fiscal year is again expected to be very limited, and the prospect for grant funding is questionable. **The commission requests support in continued funding of F.S. 2881175 and the use of the FDACS ranking system when awarding project funding.**

### 5. General Support Initiatives

- The board requests that care be given by the Legislature when dealing with revenue shortfall to resist transferring/shifting functions and responsibilities to county government in the form of **unfunded mandates or masked mandates.**

- Request that all **SHIP trust fund** receipts be utilized and distributed consistent with the original intent of the legislation, and that none of the trust fund receipts be swept into the general fund or other non-housing funds.
- Continued funding of the **Florida Defense Infrastructure Grants** supporting the County's procurement of property or easements proximate to NAS Whiting Field to reduce encroachment of development and incompatible uses which impair the mission and continued viability of Whiting and its outlying fields.
- **Continued Funding of Florida's conservation and working land acquisition programs including the Florida Forever and the Rural and Family Lands Program**, which purchase environmentally sensitive lands and places into conservation uses in perpetuity. Santa Rosa County has participated in partnership with state and federal governments to purchase environmentally sensitive property adjacent to Clear Creek with the dual purpose of protecting this environmentally sensitive watershed and also buffer NAS Whiting Field from developmental encroachment.
- Continued funding of **State-Aid to libraries** program which is long-standing partnership between State of Florida and local governments to provide quality library services for our mutual residents/constituents. This becomes even more important during economic downturns as libraries provide books and other material free and also serve as conduit to employment and benefit databases necessary for those seeking employment and related services.

## **Santa Rosa Sound Water quality improvements:**

### Legislative Priority Alignment - Watershed and water quality projects

- Santa Rosa Sound Water quality improvements - Due, in part, to Navarre Beach wastewater treatment plant discharge and continued growth of areas adjacent to Highway 98 in south Santa Rosa County, water quality of the Santa Rosa continues to deteriorate. I recommend direct funding request for the following to help preserve our economy, tourism and natural resource crucial to our counties economic sustainability.
- Funding infrastructure improvements for Navarre Beach Wastewater Treatment Plant to eliminate treated effluent from entering the Santa Rosa Sound and provide for future expansion.
- Storm water runoff and flood management infrastructure improvements for known areas of flooding and outflow points adjacent to Highway 98. Currently, storm water runoff enters the Santa Rosa Sound without filtering of any kind.

## **Beach Renourishment**

### Legislative Priority - Amendment 1 related funding

- To maintain current growth of tourism related revenue. Neighboring counties received funding and now Santa Rosa County is asking the Legislature to finish the job and protect the regional economy.

## **Whiting Field Industrial Park Development**

### Legislative Priority – Continued new and existing business recruitment, retention, growth and military base/mission support

- Whiting Field Aviation Park development – continued leverage of our county strengths by creating synergies with military, aviation and available certified industrial sites.

## **Community Access Road PD&E study funding acceleration**

### Legislative Priority – actively pursue interconnectivity opportunities to take traffic (trips) off of main arterial roadways like Highway 98

- Navarre Community Access Road modified PD&E study is currently funded for FY2018 and 2019. Recommendation for Direct Funding Request to fund the approximately \$800,000 to conduct the study for this year. There is no other current cost-feasible project that would have a greater impact on reducing traffic counts on Highway 98 and provide enhanced pedestrian interconnectivity and safety.

## **Navarre Park improvements**

### Legislative Priority – enhanced access to natural resources, all inclusive access to recreation options for all Florida residents and quality of life improvements to attract new business and provide a desirable environment for families.

- **Direct funding** request to provide Comprehensive re-development of Navarre Park, one of only two passive parks for the Navarre area. Plan to include but not limited to the following: all inclusive ada park, enhanced access to Santa Rosa Sound including boardwalk, expanded visitors information center, enhanced recreation amenities including pedestrian trails, enhanced pavilions and additional sitting areas including shaded viewing areas of the playground and waterfront.

**Hunter Walker**

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**From:** Commissioner Rob Williamson  
**Sent:** Tuesday, December 30, 2014 2:42 PM  
**To:** Hunter Walker  
**Cc:** Commissioner Rob Williamson  
**Subject:** Agenda items for January 5

Hunter,  
Here are my agenda items for Jan 5 BOCC Committee meeting:  
1. Discussion of District 4 Improvement Plan Survey.  
2. Review of RESTORE Consultant agreement.  
3. Discussion of naming/establishing a RESTORE Coordinator.  
4. Discussion of hiring additional grant writer.

At your service,

Rob Williamson  
Santa Rosa County Commissioner  
District 4  
850.529.2525 c  
850.983.1877 w  
4. Discussion of hiring additional Grant Coordinator.

At your service,

Rob Williamson  
Santa Rosa County Commissioner  
District 4  
850.529.2525 c  
850.983.1877 w

Florida has a very broad Public Records Law. Virtually all written communications to or from Santa Rosa County Personnel are public records available to the public and media upon request. E-mail sent or received on the county system will be considered public and will only be withheld from disclosure if deemed confidential pursuant to State Law.

No support documentation for this agenda item.



# SANTA ROSA COUNTY BOARD OF COMMISSIONERS

Santa Rosa Administrative Offices  
6495 Caroline Street, Suite M  
Milton, Florida 32570-4592



JAYER WILLIAMSON, District 1  
ROBERT A. "BOB" COLE, District 2  
W. D. "DON" SALTER, District 3  
ROB WILLIAMSON, District 4  
R. LANE LYNCHARD, District 5

HUNTER WALKER, County Administrator  
ROY V. ANDREWS, County Attorney  
JAYNE N. BELL, OMB Director

## M E M O R A N D U M

**TO:** Board of Commissioners

**FROM:** *WW* Hunter Walker, County Administrator

**DATE:** December 30, 2014

**SUBJECT:** Volunteer Background Screening Proposals

Since 2006 Santa Rosa County has been involved with the various sports associations in having background screenings conducted on youth recreation volunteers in county parks/recreation facilities. Each adult, whether coach, assistant coach, team mom, etc, has undergone background screening every three (3) years in an effort to reduce risk to participating children.

Tammy Simmons has overseen this effort and billed the screening charge of \$2.50 per volunteer to the sports association using the volunteers. The reason the county oversaw the program was to ensure that each volunteer in each association was screened.

Florida statutes recently changed standardizing the level of screening and requiring annual screening of coaches and assistant coaches as opposed to every three to five years which had been the case. Ms. Simmons and the County Attorney updated the Request for Proposal format for these services to reflect the changes and proposals were solicited from firms providing volunteer screening services.

Attached is the summary of the proposals as well as the submissions of the individual firms. It appears the low proposal meets the specifications at cost of \$7 per screening. According to Ms. Simmons, there are 2,858 volunteers in the current database which will yield an annual cost of \$20,006 which is considerably more than the sports associations have been paying.

This matter will be placed on January 5, 2015 Committee agenda for your consideration. Please call with questions.

	Protect Youth			
	Sport Ngin	Sports	InfoCheckUSA	SSCI
State/Federal registries of sexual predators and sexual offenders	x	x	x	x
Compliance w/ FCRA	x	x		x
Nationwide Criminal Search	x	x	x	x
County or Statewide Search (+ fees)	x	x	x	x
Proposed price	\$7.00	\$12.00	\$12.95	\$18.50

# InfoCheckUSA, LLC

13820 Old St. Augustine Rd.  
Suite 113-151  
Jacksonville, FL 32258  
PH & FAX: 1-888-968-8374  
E: Sales@InfoCheckUSA.com  
Web: www.InfoCheckUSA.com

December 3, 2014

## Cost Proposal:

### **Santa Rosa Screening Package: (3 Searches in 1 Report)**

- National Criminal Background Check (Includes Sex Offender Check with pictures)
- Santa Rosa County Court Check
- Federal Criminal Check

**Package Price: \$12.95 per applicant**

### **Level 1 Screening Package for Coaches, Asst. Coaches and Referees:**

- FDLE Records Check
- National Sex Offender Check
- Employment Check (up to 3 employers)

**Package Price: \$39.95 per applicant**

TAT is 1 business day. Requirements to perform check are name and date of birth (truncated ssn also helps with quality control check). All reports are quality control checked for accuracy. PASS (GREEN) or FAIL (RED ) adjudication grading can be setup to allow for easy report reading. All orders and reports can be easily tracked via your online account.

No one offers the level of search that our 50 state Criminal check offers. Our system searches close to 1 BILLION records across 3 databases – if 1 database misses a record the other 2 will pick it up. Competitors systems search only 300 million records from 1 database. The comprehensive search checks criminal records (misdemeanors & felonies), dui convictions, sex offender records and a homeland security check.

The package above will provide accurate and comprehensive coverage for your RFP.

**Cost of Services**

# InfoCheckUSA, LLC

13720 Old St. Augustine Rd.  
Suite 8-151  
Jacksonville, FL 32258  
Ph: 1-888-968-8374  
Fax: 1-888-827-4468  
E: Sales@InfoCheckUSA.com  
Web: www.InfoCheckUSA.com

December 2, 2014

## SANTA ROSA COUNTY BACKGROUND CHECKS

Attn: Tammy Simmons

### Company Introduction:

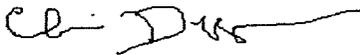
#### To Purchasing and Contracts:

InfoCheckUSA meets all requirements per your requested Proposal. InfoCheckUSA is a Florida based licensed and insured company providing nationwide criminal background checks and mvr driving records. We provide our services to corporations, private investigators, security companies, state and city agencies and non-profit organizations. All of our services are provided via our secure 24/7 online web based system. Our system is very easy to use yet very powerful.

Our company is a member in good standing with the NAPBS (National Association of Professional Background Screeners), BBB (Better Business Bureau), ACFS (Association of Certified Fraud Examiners), ACFS (Association of Certified Fraud Specialists), and Dept of Commerce SAFEHARBOR. All screenings are performed in accordance with State and Federal laws.

Each of our clients are assigned an Account Rep for the life of the account. Customer service and quality of data is what sets us apart from our competitors. Clients can submit an Online Support Ticket 24/7 for prompt support. In addition Live Chat support is also available.

Sincerely,



Christopher Dugger, FLPI, CFS, CCI

**infoCheckUSA**  
Submit. Verify. Know

Introduction



# PROTECT YOUTH SPORTS

BACKGROUND CHECKS FOR COACHES

11/24/2014

Tammy Simmons  
SANTA ROSA COUNTY PARKS AND RCRTN DEPT  
Milton, FL 32570-4592

Thank you for allowing us the opportunity to present our background screening services. The proposed background screening services for SANTA ROSA COUNTY PARKS AND RCRTN DEPT by Protect Youth Sports are as follows:

### Packaged Services

Includes Bundle 4 Software	Package pricing
<p><b>PLUS Package</b></p> <ul style="list-style-type: none"> <li>• SSN Verification &amp; Address History Trace</li> <li>• National Criminal Database Search</li> <li>• (with Re-Verification of positive records)</li> <li>• National Sex Offender Registry Search</li> <li>• (AKA National Search no additional cost)</li> <li>• (1) County or Statewide Court Search (+fees)</li> </ul>	<p><b>\$12.00*</b></p>

### **Recommended Options:**

1. Add a driving history search for anyone responsible for vehicle use.
2. Add a credit history report for anyone entrusted with handling finances.
3. Add employment and/or degree verifications for full time employees.

**Additional Fees (+fees):** Mandatory fees for county court searches, statewide court searches, MVR searches, employment verifications and education verifications will be added to the pricing listed above. Download mandatory fees at <http://protectyouthsports.com/what-we-offer/online-consultation>. When ordering AKA's i.e. Maiden Names, for all county and statewide criminal records, the individual service pricing will apply (+ plus mandatory fees).

**Individual (A la Carte) Service Offerings:**

- **SSN Verification & Address History** **\$2.00**
- **County Criminal Court Search (+ mandatory fees)** **\$8.00 \***
- **Statewide Criminal Court (+ mandatory fees)** **\$8.00 \***
- **National Criminal Database Search** **\$5.00**
- **National Sex Offender Registry Search** **\$2.00**
- **Credit History Report (pre-employment)** **\$10.00**
- **Motor Vehicle Search (any state, + state fees)** **\$4.00 \***
- **Employment or Education Verification (per)** **\$7.00 \***

***To sign up, please visit [www.protectyouthsports.com](http://www.protectyouthsports.com) and click on the Signup Link.***

Please review and contact us if you are interested in allowing us the opportunity to assist in your background screening needs. In an industry that is driven by cost effectiveness, fast results and data integrity, we at Protect Youth Sports are a step ahead of the competition.

For more information visit [www.protectyouthsports.com](http://www.protectyouthsports.com) or call our offices at 877-319-5587.

Sincerely,

Bruce Sprowl  
Regional Sales Manager  
Protect Youth Sports  
877-319-5587 ext. 286 (office)  
800-319-5582 (fax)  
[bsprowl@protectyouthsports.com](mailto:bsprowl@protectyouthsports.com)

**Sport Ngin**

Order: Santa Rosa - Verify Order

# REVIEW ORDER SUMMARY

Order valid through November 14, 2014

## Account Details

Sales Representative	Order Bill To	Order Sold To
Nicholas Hoffman 612.379.1030 1.888.255.7840 nicholas.hoffman@sportngin.com	Tammy Simmons Santa Rosa County tammys@santarosa.fl.gov	Tammy Simmons Santa Rosa County tammys@santarosa.fl.gov

## Ordered Services

Charges Due Now	Due	List Price	Discount	Price
Order Acceptance - Verify Standard Plus	On Receipt	\$ 0.00	---	\$ 0.00
Order Acceptance - Verify Standard Plus	Monthly	\$ 0.00	---	\$ 0.00
			Due Now	\$ 0.00
Usage Charges		Unit of Measure	Due	Price
Verify Standard Plus - Monthly Screen Usage		Each	Monthly	\$ 7.00

## Integrated Screening

Background screens can be easily added into your existing coach or volunteer application. Screen individuals without requiring them to leave their Registration session, or load another website.



BASIC COVERAGE

### Standard

**\$7.95**/search

- **Nationwide Criminal Search (includes all aliases)**
- Department of Corrections
- Administrative Office of the Courts
- Sex Offender Registries
- National and International Terrorism Sources
- Re-verification of Criminal Records
- INTERPOL, FBI Most Wanted, Federal Sanctions
- Alias Names Search
- Experian and Transunion Identification Tools
- Government Records, Phone Directories, other Civil Records
- Birth/Death Indexes, Marketing Databases



IMPROVED COVERAGE

### Standard Plus

**\$9.95**/search

- **Nationwide Criminal Search (includes all aliases)**
- **County or Statewide Criminal Record Search for "Hits" on National Database**
- Department of Corrections
- Administrative Office of the Courts
- Sex Offender Registries
- National and International Terrorism Sources
- Re-verification of Criminal Records
- INTERPOL, FBI Most Wanted, Federal Sanctions
- Alias Names Search
- Experian and Transunion Identification Tools
- Government Records, Phone Directories, other Civil Records
- Birth/Death Indexes, Marketing Databases



OUR MOST EXTENSIVE COVERAGE

### Advanced

**\$19.95**/search

- **Nationwide Criminal Search (includes all aliases)**
- **Direct County/State of Residence (5 Year) Criminal Record Search regardless of "Hits" on National Database\***
- Department of Corrections
- Administrative Office of the Courts
- Sex Offender Registries
- National and International Terrorism Sources
- Re-verification of Criminal Records
- INTERPOL, FBI Most Wanted, Federal Sanctions
- Alias Names Search
- Experian and Transunion Identification Tools
- Government Records, Phone Directories, other Civil Records
- Birth/Death Indexes, Marketing Databases

The SSN search validates the SSN that a particular applicant provides. This search is vital to verifying the identity of an individual. The national criminal database search has the potential to identify certain crimes that may have occurred outside any addresses found on the SSN search. The national search is not recommended as a stand-alone service in every state and county due to the limitations of the data being queried. The sex offender search will identify if an applicant is listed on a particular sex offender registry. The sex offender search is critical to identifying any prior sex offenses. All hits found on the database and sex offender registries are re-verified for accuracy in compliance with FCRA §613.

\*A criminal court search is a name check for any criminal history (felony and misdemeanors where available), at the county or state level. The county criminal search or statewide criminal search should be ordered based on the most current address history of the applicant, or the address with the longest residence within the past 7 years.

Additional "Hits" uncovered from the Criminal Database search MAY require additional County/State searches. They are an additional \$10.50 per County/State (not including Statutory and Mandatory pass through fees).

Background Screening  
Contact Us To Learn More



*Services Included – EXACT COST of \$18.50 per Applicant*

### Social Security Verification

Verifies the applicant's name and DOB against the Social Security Number provided. This can be utilized to help eliminate the possibility of false names and/or information.

### Address Trace

Verifies the applicant's current address and identifies previous addresses. Critical information utilized to determine the jurisdiction in which the background screening will be conducted.

### Local Criminal Record Search

State and/or County Criminal record searches are performed to capture all **misdemeanor** and **felony** records. Based on address history, **multiple county searches** may be performed. As an important note, all of the county record searches are conducted on site in the appropriate courthouse.

### National Criminal Record Search

Our national database search provides access through the National Background Directory™ to criminal data from all 50 states, **OFAC history**, including Guam and Puerto Rico. (**Over 800 Million criminal records**)

### Sex Offender Registry

Search of all 50 State repositories and the District of Columbia for known sex offenders.

### Online Data Management System

Provides the ability to submit new request, retrieve results and view the status of pending request all at one secured online site. System to system integration available upon request.

### Turnaround Time

Results of background screening to be provided on average within 2 to 3 business days.

### Customized Online System

Eliminate the Paper and Streamline the Process; Fully Customized Online System; Allow Applicant to Submit Background Check Online; Online Signature Captured; Online Consent Forms Stored Indefinitely; Monitor Applicant in Process (Real Time); Retrieve Current & Past Results 24/7

## SSCI Background Check vs. Database Only Background Check

Reputable companies, following industry standards, will add the national database as the supplemental tool and not as a standalone search in the screening program.

Task	SSCI	Database Only	Details
Hands on identity verification	✓	✗	Investigators follow up when discrepancies found in the data provided by the client.
Hands on Address Trace to determine depth of investigation	✓	✗	Our investigators use address trace data to select jurisdictions where in person investigations are performed.
<b>Local Search</b>			
County : Hands on County Criminal Records Search	✓	✗	In person county courthouse investigation for misdemeanor and felony cases based on address trace.
Statewide : In Depth Statewide search using official State Repository	✓	✗	Hands on statewide investigations conducted in lieu of county courthouse investigations for the following states: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>Colorado</span> <span>Maryland</span> <span>DC</span> </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span>New Mexico</span> <span>Georgia</span> <span>Wisconsin</span> </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <span></span> <span>Hawaii</span> <span></span> </div>
<b>National Search</b>			
National Criminal Database Search	Over 800 million records	Average 200-400 million records	SSCI provides a national DB search as a supplemental tool to the investigation. SSCI will never rely on a stand alone national DB search.
National Sex Offender Search	✓	✓	SSCI performs a national search as a supplemental tool although the majority of offenders are consistently found during our local level investigations.
Re-Verification of Criminal Records	✓	✓	SSCI re-verifies all national and sex offender criminal per FCRA compliance.
Results Report	Customized notification process to organization and applicant.	✗	SSCI provides customized notification process. Final report follows FCRA regulations.
Live Customer Service	✓	Switchboard or Voicemail	SSCI provides a dedicated account representative to every client. Our customers will always get a live person when calling our offices.
Turn Around Time	2-3 Days (Including in-person investigations)	Instant	SSCI is committed to expediency throughout the screening process.
Pricing	<b>Starting at \$18.50</b> No start up or member fees No term contracts No courthouse search fees* (some exceptions apply)	\$7.95 - \$13.00	



**"We are hands on because we care!"**

ssci2000.com | (866) 996-7412 | info@ssci2000.com

Follow Us On



## SANTA ROSA COUNTY

### Request for Proposal: Term Contract for Criminal Record Background Screening

1. Introduction/Overview
  - a. Purpose/Objective: Santa Rosa County is accepting proposals for contract to conduct background screening for youth recreation volunteers.
  - b. Scope of Service:
    - i. Provide information regarding your services and pricing for volunteer background screening. This information should include but is not limited to the minimum response requirements. Background checks could include obtaining criminal record information **and sexual offender information** from all states, and/or federal sources. All screening will comply with applicable federal, state, and local laws and regulations.
    - ii. Coaches, assistant coaches and referees will be subjected to a level 1 background screening as required by Florida Statutes Sections 943.0438 and 435.03.
    - iii. Pricing should be provided on the basis of per volunteer check.
    - iv. Specify any price break if over a designated number processed in a designated period of time.
    - v. The average number volunteer applicants estimated from the last five (5) years are 572 per year. Estimate for reference/bidding purposes only and is not to be considered the actual number of background screenings to be processed. The actual number of volunteer applicants per year cannot be predicted.
  - c. Services requested:
    - i. Individual data entry accounts through the internet
    - ii. Response data to be submitted to one central location
    - iii. Billing to county to provide breakdown by association
    - iv. Sex Offenders and how many states
    - v. Criminal Checks and how many states/records
    - vi. Can you do a check from a truncated social security number
    - vii. Cost as an option for your company to do FACT (Fair and Accurate Credit Transaction Act) Compliance.
    - viii. Type of data to be returned to county: Pre-screened based on county adopted policy of a red and green system.
2. Contract Period
  - a. The contract period shall be for a period of one (1) year following the date of execution.
3. Pricing
  - a. Prices must be firm for the term of the Contract.
  - b. This contract may be renewed for one (1) year periods beyond the original period. Renewals will be made in strict accordance with the original Contract and will be based solely upon the option and agreement between both the County and the contractor. Either party dissenting will terminate the contract within its initial specified period.
4. Response Instructions – all response's shall include at a minimum:
  - a. Qualifications
    - i. Past experience with local government is preferred but not essential
    - ii. Length of time your company has been in business
    - iii. Advantages of your company providing these services compared to the Santa Rosa County performing these services internally

- iv. Additional qualifications that make your company unique or stand out above competition
- b. References
  - i. Company name, contact number, phone number, and email address of at least three (3) similar completed projects, preferably with governmental entities.
- c. Description of services to be provided
  - i. Estimated time to complete screening for each of the specified levels (turn-around time)
  - ii. Handling of emergency requests and expected turn-around time
  - iii. Estimated time to have an on-line account set up with Santa Rosa County for background screening input.
- d. Reporting/Communication with Santa Rosa County management
  - i. Example of type of reports/documents that would be generated for each new volunteer
  - ii. Example of type of summary reports/communication that would be available to Santa Rosa County.

## Hunter Walker

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**From:** Sheila Harris  
**Sent:** Monday, December 22, 2014 10:07 AM  
**To:** Hunter Walker  
**Cc:** Tammy Simmons; Roger Blaylock; Stephen Furman  
**Subject:** LWCF Grant Application - February 2015  
**Attachments:** LWCF Scoring Considerations.doc

Hunter,

The **2014-2015 LWCF Application Submission Cycle has been scheduled for February 16, 2015 through Friday, February 27, 2015.** Applications must be postmarked before or on the last date of the program application submission cycle, February 27, 2015. In order for me to have time to develop the grant application and gather supporting materials, conduct the public input process, etc. – I would like to get board direction at the first BOCC meeting in January. *Could you please send this to each of the commissioner so that they can provide potential projects for Tammy Simmons and I to review prior to the Jan 3 agenda deadline?*

The LWCF is a federal competitive program which provides grants for acquisition or development of land for public outdoor recreation use. LWCF funds may be used for **development** of outdoor recreation areas and facilities such as beaches, picnic areas, trails, ball fields, tennis and basketball courts and playgrounds along with associated support facilities such as lighting, parking, restrooms and landscaping. Enclosed buildings and structures (except restrooms, restroom/concession buildings and bathhouses) are ineligible. Funds can also be used to acquire land for outdoor recreation purposes.

The matching ratio is one applicant dollar to one federal dollar for all grant awards (50% / 50%) and can be met with local in-kind, cash or land value. The maximum grant request is \$200,000. Projects will be prioritized in the summer or fall of 2015 and funding is contingent upon federal approval. If awarded, development projects must be complete within three years of approved funding agreement. Due to program restrictions and requirements, only sites for which the county currently has site control (own/lease) can be considered for development. Applicants may submit only one application during the submission period. Applications must involve only one project site except for acquisition or development of sandy beach access.

This opportunity is very similar to the Florida Recreation Development Assistance Program (FRDAP); however it is funded with federal NOAA funds and has very strict restrictions that require improved sites to be dedicated in perpetuity for outdoor recreation use. We were awarded LWCF funds earlier this year for development of the Bagdad Mill Site. That project is under development.

Attached is a document outlining important scoring considerations. Facts about the opportunity are also available by clicking here.

Sheila A. Harris, Special Projects/Grants  
 Santa Rosa County BOCC  
 6495 Caroline Street, Suite H  
 Milton, Florida 32570  
 (850) 983-1848 (850) 393-5239 (Cell)  
 (850) 983-1944 Fax  
[sheilah@santarosa.fl.gov](mailto:sheilah@santarosa.fl.gov)

LWCF Application – Scoring Considerations – Applicable to Development Projects (Acquisition is scored differently).

1) The following items are considered a priority resource or facility need for our planning region as identified in the Statewide Comprehensive Outdoor Recreation Plan. **7 points** can be received for proposing one or more of these activities.

<input type="checkbox"/> Saltwater Beach Activities	<input type="checkbox"/> Baseball or Softball
<input type="checkbox"/> Picnicking	<input type="checkbox"/> Football
<input type="checkbox"/> Outdoor Swimming Pool Use	<input type="checkbox"/> Saltwater Non-Boat Fishing
<input type="checkbox"/> Golf	<input type="checkbox"/> RV/Trailer Camping
<input type="checkbox"/> Freshwater Boat Ramp Use	<input type="checkbox"/> Soccer or Rugby

2) **13 points** can be received if the proposed project is for linear park purposes. A linear park is defined as an active or passive outdoor recreation area of linear design that provides or connects recreation, park land, or open-space areas.

3) **7 points** can be received if the proposed project is also for preservation purposes (e.g. historical, archaeological, cultural etc.). Must be confirmed via letter by Dept of State.

4) Development of projects on sites that are currently undeveloped score **5 points**.

5) The more recreational facilities proposed for development, the more points scored:

- 3 or more facilities or opportunities (**15 points**)
- 2 facilities or opportunities (**10 points**)
- 1 facility or opportunity (**5 points**)

6) The more existing recreational facilities proposed for renovation, the more points scored:

- 3 or more facilities (**13 points**)
- 2 facilities (**9 points**)
- 1 facility (**4 points**)

7) If the project provides new or renovated support facilities such as parking, restrooms or utilities, **15 points** can be scored.

8) If the project provides developed pedestrian access to or along water resources (trails, boardwalks, dune walkovers, etc.) **7 points** can be scored.

9) If the project provides facilities for recreational use of water resources (boat ramps, swimming docks, fishing piers, etc.) **12 points** can be scored.

10) Renovation projects score higher (**13**) than new construction (**8**).

11) Up to **12 points** can be received for Facilities provided by the project which are identified in the priority ranked index clusters of outdoor facilities needs for renovation and/or new construction identified within the applicant's population density as set forth in the Department's study. See attached. Renovation or construction of those amenities listed in the top clusters shown on the following "Outdoor Facility Needs Ranked by Priority Index: Population Density 5" document will score higher than those listed in the bottom clusters.



**DONALD C SPENCER**  
CLERK OF THE CIRCUIT COURT & COMPTROLLER  
SANTA ROSA COUNTY, FLORIDA

Clerk of the County Court & Comptroller  
Recorder of Deeds  
Clerk and Accountant of the Board of County Commissioners  
Custodian of County Funds  
County Auditor

**Wanda G. Harris**  
Property Inventory Clerk  
6495 Caroline Street  
Suite B  
Milton Florida 32570  
P O Box 472  
Milton, Florida 32572  
Telephone: (850) 983-1956  
Fax: (850) 983-1985

Mr. Hunter Walker  
C/o Santa Rosa County Board of Commissioners

Dear Mr. Walker:

The Santa Rosa County Finance Department is asking the Board to approve the following item from the Engineering Department for surplus. Once approved for surplus they will then be auctioned off online by Global Auction Services.

The Santa Rosa Board of Commissioners is being petitioned to have the following declared as surplus and set for auction.

Your immediate attention in this matter will be greatly appreciated.

Sincerely,

Michael Burton, CPA  
Financial Services Administrator/Fiscal  
Santa Rosa County Clerk of Courts

SUNGARD PENTAMATION, INC.  
 DATE: 12/11/2014  
 TIME: 11:15:56

SANTA ROSA COUNTY BOCC  
 FIXED ASSETS LISTING

SELECTION CRITERIA: (((assets.tagno MATCHES "0200\*\*")) AND ((assets.user\_3 MATCHES "\*\*\*AUCTION\*2015\*\*")))

SORTED BY: dept,assets.tagno, assets.improvement\_num

ASSET ID		DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION				DEPRECIATION INFORMATION				
02001104	-000	1997 FORD EXPLORER MFR FORD MODEL EXPLORER S/N 1FMDU34X1VUB78672 INVENTORY DATE 01/09/14 CONDITION STATUS NEXT SCHEDULED MAINTENANCE "USER FIELD 1" SURVEY CREW "USER FIELD 3" AUCTION 2015 ?? TAG # TAG 155588	CLS M	FUNDING 001	CAPITAL ASSET Y	EST LIFE	DEP LIFE				
			VENDOR	ORVILLE-BECKFORD FORD		DEP N POST DP N DEP METH					
			CAT VE EQUIP PO	001713	UNITS 1	SALVAGE VALU				.00	
			LOC ENG.	CHECK 10-9142	UN CST 23750.85	ACCUM DEP				23750.85	
			FUND TYPE G ACQUIRE	02/14/97	COST 23750.85	REM BOOK BASIS				.00	
			DPT 0200	INS CO		DEP BASIS				23750.85	
			GRT	INS VAL	0.00	LAST POSTING DATE				09/30/07	
				"USER FIELD 2"		SALE AMOUNT				.00	
				"USER FIELD 4"		RETIRED DATE					

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
540 TRANSPORTATION	541 ROAD & STREET FACILITIES	0200	559001	1.00

REPORT TOTAL 1 RECORDS SELECTED

COST	23,750.85
INSURANCE VALUE	.00
SALVAGE VALUE	.00
ACCUMULATED DEPRECIATION	23,750.85
SALE AMOUNT	.00



**SANTA ROSA COUNTY ENGINEERING**  
**SANTA ROSA COUNTY, FLORIDA**  
**6051 OLD BAGDAD HWY., STE. 300**  
**MILTON, FLORIDA 32583**  
www.santarosa.fl.gov

**MEMORANDUM**

December 10, 2014

TO: Wanda Harris  
Inventory Specialist

FROM: Roger Blaylock  
County Engineer *Rob*

RE: Surplus Equipment  
Engineering Department

Please take the appropriate measures to surplus the vehicle described below and remove it from the Engineering Department inventory list.

<u>Vehicle No.</u>	<u>Tag No.</u>	<u>Description</u>	<u>VIN</u>
1104	155588	1997 FORD EXPLORER	1FMDU34X1VUB78672

Should you have any questions, please give me a call.

RAB/sjp

DONALD C. SPENCER  
CLERK OF COURT &  
COMPTROLLER  
2014 DEC 11 AM 10 48  
SANTA ROSA COUNTY, FL  
FINANCE FILED  
(50) 983-2162 FAX  
0017-186(058)

1. Recommend Quit Claim Deed from Donald and Eileen Warr Genesis Park Subdivision plat for drainage improvements without objection.
2. Recommend bid from Panhandle Grading and Paving, Inc. in for Peter Prince Airport East Apron rehabilitation and exp meeting specifications. Melvin moved approval without obje

**Public Services Committee – Lynchard & Williamson**

1. Cole invited everyone to attend the 7<sup>th</sup> Annual Adopt-a-tho Animal Services October 18<sup>th</sup> from 9:00 a.m.-2:00 p.m. Tt only.

Cole said this event was started by Dominic Persichini the Services. He said he would like the Board to consider na Dominic Persichini.

Melvin said he would like to see the Board take this into cons would be more appropriate if Dominic’s family was present of doing this at the adopt-a-thon on the 18<sup>th</sup>. Salter said agrees in taking a couple weeks to get input from Gomillion’ publicly and appropriately. Melvin asked Walker to follow and keep the Board informed.

No support documentation for this agenda item.

No support documentation for this agenda item.



# **SANTA ROSA COUNTY ENGINEERING**

**SANTA ROSA COUNTY, FLORIDA**

**6051 OLD BAGDAD HWY., STE. 300**

**MILTON, FLORIDA 32583**

[www.santarosa.fl.gov](http://www.santarosa.fl.gov)

Preliminary  
Engineers Report  
January 5, 2015

Roger A. Blaylock, P.E.  
Santa Rosa County Engineer

This is a Preliminary check list:

The items listed below may be on the agenda for meeting of Board of County Commissioners of Santa Rosa County, Florida, for January 8, 2015 at 9:00 a.m. in Milton, Florida.

1. Discussion of engineering services with Hatch Mott MacDonald in the amount of \$76,720.00 for the Peter Prince Airport Runway rehabilitation project. Engineering services will be reimbursed under the FAA grant. (Attachment A)
2. Discussion of equipment lease for Central Landfill. (Attachment B)
3. Recommend approval of Final Plat for Cottonwood Phase 2, a 22 lot subdivision, a portion of Section 30, Township 2 North, Range 28 West, Santa Rosa County, Florida. (District 3) (Attachment C)

Location: North on Anderson Lane from Berryhill Road, property on the East side of Anderson Lane.

**WORK ORDER No. 006**

Dated: \_\_\_\_\_, 2014

This Work Order is issued between **HATCH MOTT MacDONALD FLORIDA, LLC** ("CONSULTANT") and the **Santa Rosa COUNTY** ("COUNTY") pursuant to the Contract for Professional Engineering and Design Services between the parties dated December 8, 2011. This Work Order will encompass the development of milling and overlay design plans for Peter Prince Airfield Runway 18-36.

**BACKGROUND:**

This runway rehabilitation project consists of milling and overlay of the existing Runway 18-36, including all necessary pavement markings.

The proposed rehabilitation of Runway 18-36 is part of the Airport Master Plan and ALP. The repair, rehabilitation and construction of this project have been identified as the Airport's priority project and have been included in the FAA's Airport Improvement Program (AIP) for the 2015 fiscal year. As per FDOT's State wide Airfield Pavement Management Report of December 2013, the referenced Runway 18-36 has been identified having a fair condition with a PCI rating of 61, which is below the FDOT recommended minimum value of 75.

In order to issue a grant for this project, FAA requires the project to be designed, permitted and bid so that construction costs can be accurately determined. Peter Prince Airport in Sept. 2014 has arranged with FAA for the corresponding design and engineering services for the required rehabilitation of Runway 18-36 as a reimbursable cost under its Airport Improvement Program funding.

In addition to the runway rehabilitation, correction to the existing runway pavement markings will be undertaken as the existing runway markings are not compliant to FDOT standards. This item has been identified by FDOT to be corrected by the County as part of any works on the runway.

The County is securing engineering services to complete the necessary design and bid documents, in order to solicit in a timely manner, bids for the construction work and submit the bids results to FAA as part of the required final grant application on or before June 2015.

The CONSULTANT has been requested to provide the required engineering and design related services for the milling and overlay of Runway 18-36 at Peter Prince Airport.

**SCOPE OF SERVICES TO BE PERFORMED:**

CONSULTANT will perform the following services:

**Task 1 – Project Kick-Off and Data Gathering**

This task will include project kick-off, gathering and review of existing data and conditions. The consultant will gather existing as-built drawings, reports and record drawings of the work area as well as conduct a site inspection of the project area.

- Conduct a project kick-off meeting with the County designated key staff
- Gather and review existing engineering analysis, drawings and reports
- Conduct site inspection: Review and map existing conditions

**Task 2 – Geotechnical Exploration**

Geotechnical engineering and exploration.

**Task 3 – Topographic Survey**

Topographic survey of the existing runway surface in addition to other relevant surface features.

**Task 4– Construction Plans and Specifications**

This task will involve preparation of Plans, Order of Magnitude Cost Estimates and Specifications necessary to mill and overlay the 3,700' by 75' runway surface and end threshold areas with the addition of runway shoulders. Grading plan will include existing and proposed cross sections of the runway surface. Striping plans will be done in accordance with FDOT Aviation criteria. The plans will include, at a minimum, the following:

- Site Plan
- Site Demolition and Erosion Control Plan
- Site Geometry Plan
- Site Paving, Grading Plan
- Striping Plan
- Runway Cross Sections
- Details required for construction (i.e. drainage details, pavement details, etc.)
- Technical specifications clarifying construction materials, methods and standards required for the completion of the proposed improvements, which cannot be adequately detailed in the construction plans.

**Task 5 – Permitting**

This task will include preparation of permit exemption applications for submittal to the following agencies:

**Northwest Florida Water Management District:** exemption qualification from ERP permitting.

This task will include any revisions stemming from agency reviews, certification of completion of construction to regulatory agencies as required to close permits and preparation of Record Drawings reflecting "as-built" conditions based on mark-ups provided by the contractor.

This task will include courtesy review sets provided to FAA and FDOT at milestone plan production intervals.

**Task 6 – Advertising and Bid Support Services**

- Develop Project Manual and assist in Bid advertisement.
- Prepare responses to RFI and Prepare Addenda for issuance
- Attends Bidders Conference
- Review Bids and prepare Bid Tabulation
- Prepare and submit Recommendation of Award

**Task 7 – Quality Assurance / Quality Control**

This task will include independent internal review of plans and specifications by project director and project manager prior to milestone submittals.

**EXCLUSIONS**

The following tasks are EXCLUDED from the CONSULTANT's scope of services:

- Construction Observation and Contract Administration Services
- Geotech Testing for Asphalt during Construction
- On Site Construction Administration and Inspection Services
- Non Destructive Testing (NDT)

**COMPENSATION:**

Our lump sum fee for the afore-mentioned scope of services for the **Runway 18-36 Rehabilitation Project (Mill and Overlay), Tasks 1 thru 7, is \$ 76,720.00.**

Detailed summary of hours and fees for this Work Order:

Task Description	Total Hours	Total Fees
Task 1, Conduct Kick -Off meeting/Gather Existing Information	24	\$2,740.00
Task 2, Geotechnical Exploration	LS	\$5,500.00
Task 3, Topographic Survey	72	\$10,040.00
Task 4, Design, Construction Plans & Specifications	368	\$48,180.00
Task 5, Permitting/Agency Coordination	14	\$2,100.00
Task 6, Bid Support Services	22	\$3,500.00
Task 7, QA/QC	12	\$2,160.00
Sub - Total	512	\$74,220.00
Expenses (prints, copies, etc.)	-	\$ 2,500.00
Grand Total		<b>\$76,720.00</b>

As part of this task order, the County will make available, in both hard copy and electronic format the following information:

- As Built plans of existing affected areas in both CAD format and hard copy.
- Latest FDOT Pavement Management Report

Should additional services be required beyond those described in this Scope of Services, additional fees will be required and will be negotiated based on the schedule of hourly rates.

**TIME OF PERFORMANCE:**

CONSULTANT shall complete its performance of the Services with 4 – 6 months upon receipt of Notice to Proceed. The schedule would be coordinated and agreed upon with the County and "anticipated" participation of others including FDOT, FAA, etc.

Schedule:

- Notice to Proceed - Dec. 11, '14
- Kick-off Meeting - Dec. 15, '14
- Site Investigation (Geotech /Survey) - Dec.22, '14 – Jan. 16, '15
- Submit Pre-application to FAA - Jan. 12, 2015
- Submit 30% Design Documents - Jan. 30, 2015
- Submit 60% Design Documents - Feb. 19, 2015
- Submit 90% Design & Bid Documents - Mar. 12, 2015
- Submit 100% Design & Bid Documents - Mar. 26, 2015
- Advertise for Bid - Apr. 06, 2015
- Bid closing Date - May 06, 2015
- Bid Evaluation - May 06 - 08, 2015
- Submit Bid Recommendation to Board - May 12, 2015
- Submit Bids Results to FAA - May 18, 2015

**ACCESS:**

The County agrees to provide access to all airport owned facilities and all information required to consultant in conducting the Runway 18-36 Rehabilitation Project.

**SCHEDULE OF HOURLY RATES:**

The following rates are specific for this Work Order only and are valid through December 31, 2015:

Employee Classification	Hourly Rate
Principal Project Director	\$ 200.00
Senior Project Manager	\$ 170.00
Sr. Project Engineer	\$ 145.00
Project Engineer	\$ 110.00
Engineer I/II	\$ 100.00
CAD Technician II	\$ 75.00
Administrative Assistant III	\$ 45.00

-----  
IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their respective officers thereunto duly authorized on the day and year first above written.

ATTEST:

**HATCH MOTT MacDONALD FLORIDA, LLC**

\_\_\_\_\_

By \_\_\_\_\_  
David Skipper, P.E. Vice President

\_\_\_\_\_

ATTEST:

**Santa Rosa County**

\_\_\_\_\_

By \_\_\_\_\_



**SANTA ROSA COUNTY ENGINEERING  
ENVIRONMENTAL DEPARTMENT  
6075 Old Bagdad Highway  
Milton, FL 32583  
www.co.santa-rosa.fl.us**

2  
Roger A. Blaylock, P.E.  
County Engineer

Ronald C. Hixson  
Environmental Manager

## Memo

**To:** Hunter Walker, County Administrator

**From:** Ronald Hixson, Environmental Manager

**Thru:** Roger Blaylock, P.E., County Engineer

**Date:** December 8, 2014

**Re:** EQUIPMENT LEASE, ARTICULATED DUMP TRUCK, DOZER, AND FRONT  
END LOADER

---

### **Situation:**

The Central landfill has a continuing need for an articulated dump truck, a dressing dozer, and a front end loader to perform slope maintenance and daily cover placement. Since April, 2014 the central landfill has been renting an articulated dump truck and a dressing dozer from Beard Equipment for a cost of \$13,700.00 per month. In an effort to reduce operating costs and to avoid the large costs associated with the purchase of new pieces of equipment, the option to lease new pieces of equipment over a period of 48 months has been analyzed and was found to significantly reduce operating costs, as well as introduce other benefits.

### **Finding:**

That the following items are essential for efficient operation and maintenance of Landfill Operations and permit compliance:

1. Articulated Dump Truck
2. Dressing Dozer
3. Front End Loader

Leasing the pieces of equipment listed above instead of renting the two pieces of equipment that the landfill is currently renting was found to reduce monthly operating costs, and introduce other benefits such as equipment extended warranties, and less intensive maintenance and repairs. If the Cowin Equipment lease option is chosen it would result in a cost savings of just over \$6,300.00 per month.

### **Recommendation:**

That the County Administrator approve the 48 month lease with the option to buy of an articulated dump truck, a dressing dozer, and a front end loader from Cowin Equipment for a cost of \$7,397.72 per month for 48 months beginning February 1<sup>st</sup>, 2015.

**Option 1 (Cowin Equipment)**

Equipment Type	Model	48 Month Lease Price Per Piece of Equipment	Option Price to Buy at 48 month lease end	Price to Purchase Equipment Outright	Down Payment Due Upon Delivery
Articulated Dump Truck	Volvo A25G	\$3,525.55	\$175,000.00	\$319,998.00	\$0.00
Dressing Dozer	Case 750M	\$2,042.08	\$40,000.00	\$131,940.00	\$0.00
Loader	Volvo L60G	\$1,830.09	\$80,000.00	\$156,265.00	\$0.00
<b>Total:</b>		<b>\$7,397.72</b>	<b>\$295,000.00</b>	<b>\$608,203.00</b>	<b>\$0.00</b>

**48 Month Lease Summary:**

- Assumes **48** month/**6000** hr lease with option to buy
- Includes a **1** year/**12** month full machine warranty for the Volvo dump truck and the Volvo loader, and a **3** year/**36** month full machine warranty for the Case Dozer.
- Lease includes **48** month/**6000** hr extended warranty plan that goes into effect after the initial delivery of the machine.
- After the initial full machine warranty has expired, the county will be responsible for costs associated with the transportation of the machine to and from the repair facility or field service travel time and mileage.
- Cowin will provide a "Loaner" piece of equipment to reduce down time if any of the equipment is in need of repair at a Cowin repair facility.
- Requires routine preventative maintenance and documentation of maintenance records performed by county mechanics, after the **1** year/**12** month full-machine warranty has expired on the Volvo dump truck and loader, and the **3**/year/**36** month full machine warranty has expired for the Case Dozer.
- Includes Volvo CareTrack and Case Telematic System for full 48 month lease

**Option 2 (Thompson Caterpillar)**

Equipment Type	Model	48 Month Lease Price Per Piece of Equipment	Option Price to Buy at 48 month lease end	Price to Purchase Equipment Outright	Down Payment Due Upon Delivery
Articulated Dump Truck	Caterpillar 725C	\$4,373.43	\$124,320.00	\$327,876.00	\$0.00
Dressing Dozer	Caterpillar D6K2	\$1,629.07	\$98,280.00	\$157,795.00	\$0.00
Loader	Caterpillar 950K	\$3,360.71	\$152,250.00	\$260,261.00	\$0.00
<b>Total:</b>		<b>\$9,363.21</b>	<b>\$374,850.00</b>	<b>\$745,932.00</b>	<b>\$0.00</b>

**48 Month Lease Summary:**

- Assumes **48** month/**6000** hr lease with option to buy
- Includes **1** year/**12** month full-machine warranty
- Lease includes **48** month/**6000** hr powertrain and hydraulics extended warranty plan that goes into effect after the initial delivery of the machine.
- After the initial full machine warranty has expired, the county will be responsible for costs associated with the transportation of the machine to and from the repair facility or field service travel time and mileage.
- Requires routine preventative maintenance and documentation of maintenance records performed by county mechanics, after the **1** year/**12** month full-machine warranty has expired.

**Option 3 (Beard Equipment)**

Equipment Type	Model Number	48 Month Lease Price Per Piece of Equipment	Option Price to Buy at 48 month lease end	Price to Purchase Equipment Outright	Down Payment Due Upon Delivery
Articulated Dump Truck	John Deere 250D	\$4,040.86	\$150,275.00	\$311,500.00	\$6,126.70
Dressing Dozer	John Deere 700K	\$2,004.27	Fair Market Value	\$158,700.00	\$3,226.70
Loader	John Deere 644K	\$2,207.37	\$154,500.00	\$229,800.00	\$4,602.70
<b>Total:</b>		<b>\$8,252.50</b>	<b>\$304,775.00 + FMV</b>	<b>\$700,000.00</b>	<b>\$13,956.10</b>

**48 Month Lease Summary:**

- Assumes **48** month/**7000** hr lease with option to buy
- Includes **1** year/**12** month full-machine warranty
- Lease includes **48** month/**7000** hr powertrain and hydraulics extended warranty plan that goes into effect after the initial delivery of the machine.
- After the initial full machine warranty has expired, the county will be responsible for costs associated with the transportation of the machine to and from the repair facility or field service travel time and mileage.
- Requires routine preventative maintenance and documentation of maintenance records performed by county mechanics, after the **1** year/**12** month full-machine warranty has expired.



**COTTONWOOD  
SECOND ADDITION**

CASPER CT

ANTELOPE ST

ANDERSON LN

MOOSE RD

GREY MOSS BLVD

IRON GATE BLVD

BRIGHTON LN

PAIGE POINT DR

GREY MOSS BLVD

HEATHERSTON RD

WHISPERING PINES LN

HUNTINGDON ST

BROADFIELD CT

SHAMROCK





## Public Services Committee

**Chaired by:**

J. Williamson and Lynchard

**Meeting:**

January 5, 2015, 9:00 A.M.

---

### AGENDA

#### Development Services

1. Recommend Board approval to proceed with the following derelict property abatements:

5166 Aqua Vista Dr – Gulf Breeze  
4164 Fruitwood St - Pace  
7037 Overman St – Bagdad

5708 Ridgeway Ct - Milton  
8305 Segura St - Navarre  
8466 Sevilla St - Navarre

2. Recommend approval of the mortgage subordination agreement for the property located at 6930 Dorsey Lane, Milton.

#### Emergency Management

3. Recommend Board approval of the Domestic Preparedness grant agreement with Florida Department of Emergency Management in the amount of \$16,000. There is no matching requirement.

#### Public Services

4. Navarre Park restroom update.



# Department of Public Services

Santa Rosa County, Florida  
6051 Old Bagdad Highway, Suite 202  
Milton, Florida 32583  
www.santarosa.fl.gov  
Office: (850) 981-7040 Fax: (850) 623-1208



**Tony Gomillion, Director**

## MEMORANDUM

**TO:** Board of County Commissioners  
**FROM:** Randy Jones, Code Compliance Supervisor  
**THROUGH:** Tony Gomillion, Public Services Director  
**DATE:** January 5, 2015  
**SUBJECT:** Request Approval to Proceed with the Abatement/Bid Process for six (6) Properties

## RECOMMENDATION

The Board directs Compliance Division staff to proceed with the Abatement/Bid Process for the following abandoned/derelict properties:

<b>5166 Aqua Vista Dr – Gulf Breeze</b>	<b>5708 Ridgeway Ct - Milton</b>
<b>4164 Fruitwood St - Pace</b>	<b>8305 Segura St - Navarre</b>
<b>7037 Overman St – Bagdad</b>	<b>8466 Sevilla St - Navarre</b>

## BACKGROUND

All of the above listed properties have had multiple letters sent including the required Notification of Declaration of Nuisance with information suggesting they could appeal to the county commissioners if they disagreed with the building official's determination. More case specific information is listed below.

**Animal Services**  
Dale Hamilton  
Director

4451 Pine Forest Road  
Milton, FL 32583  
(850) 983-4680

**Building Inspections &  
Code Compliance**  
Rhonda C. Royals  
Building Official

6051 Old Bagdad Hwy, Ste 202  
Milton, FL 32583  
(850) 981-7000

**Emergency Management**  
Brad Baker  
Director

4499 Pine Forest Rd  
Milton, FL 32583  
(850) 983-5360

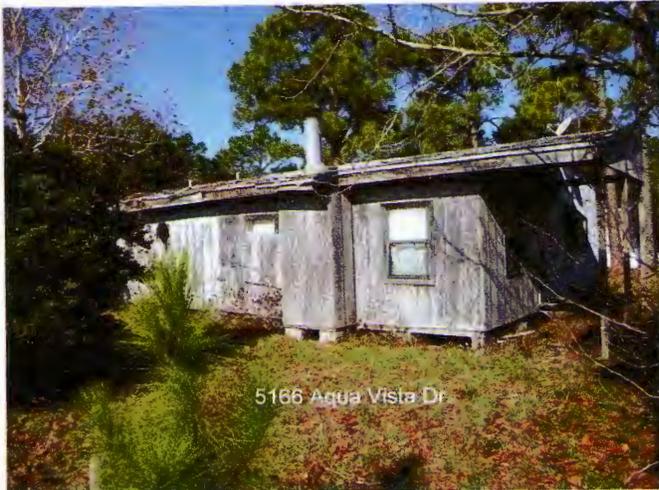
**Community Planning,  
Zoning & Development**  
Rebecca Cato  
Director

6051 Old Bagdad Hwy, Ste 202  
Milton, FL 32583  
(850) 981-7000

**Veterans Services**  
Karen Haworth  
Director

6051 Old Bagdad Hwy, Ste 204  
Milton, FL 32583  
(850) 981-7155

**"One Team, One Goal, One Mission"**



➤ **Aqua Vista Dr** – Received complaint of abandoned, derelict mobile home, with shed & yard debris in May 2014. The owner is aware of the complaint and our pending action; he stated in Sep '14, that he would clean up, cut the yard and demo the shed. He wished to repair the mobile home. No action was taken. There is an active, named complainant on the case.



➤ **Aqua Vista Dr – 2<sup>nd</sup> Photo**

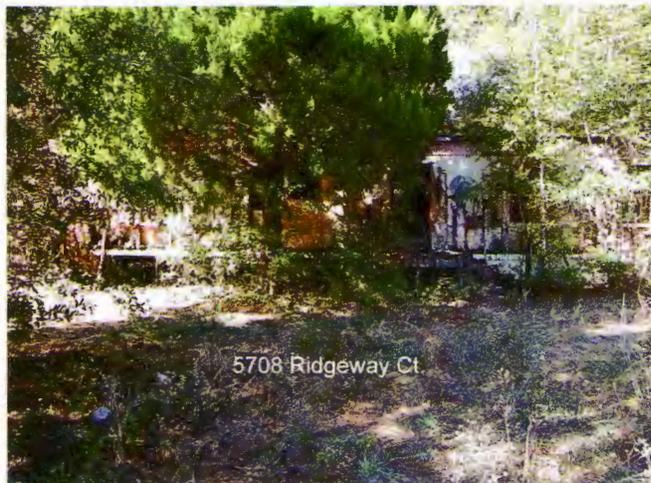


➤ **Fruitwood St** – Received complaint of burned out, unsafe structure in October of 2013. Owners' son demoed the structure in June '14; debris remains. 2012-current property taxes are due.

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- **Overman St** – Complaint, of two (2) unsafe structures, received in September of 2013. The owner secured one structure and started demolition of the other in April '14. There has been no continued progress.



- **Ridgeway Ct** – Complaint of derelict mobile home & debris, received in June of 2014. Attempts of owner contact have been unsuccessful. 2008-current property taxes are due.



- **Segura St** – Complaint of unsafe, uninhabitable structure was received in May of 2013. The owner received our mailings and is aware of our pending action, but there has been minimal activity on site.
-



- **Sevilla St** – Complaint of unsafe, uninhabitable structure was received in May of 2013. The owner received our mailings and demolished the structure in Feb '14; debris clean up has been slow. 2013-current property taxes are due.

### **NEXT STEPS**

If authorized, staff will carry out their requirement to post on properties and mail the 'Intent for Demolition and Removal of Unsafe Buildings'. If no action is taken and after allowing significant response time, bid specifications will be prepared and forwarded to the Procurement Department.

### **ABATEMENT HISTORY**

There are currently seven (7) properties pending demo bid scheduling; there are zero (0) pending contracts for demolition.

As of December 23, 2014 and since 2006, Santa Rosa County has contracted to demolish 65 properties at a total cost of \$187,079.00. Inclusive in this figure is the following:

- 2010** 11 properties at a total cost of \$14,522.
- 2011** 5 properties at a total cost of \$14,000.
- 2012** 5 properties at a total cost of \$10,978.
- 2013** 13 properties at a total cost of \$31,275.
- 2014** 2 properties at a total cost of \$4,790.

\*From 2010 through 2014 Santa Rosa County recovered \$37,828 from eight (8) liens.

---

\* Information as received from SRC Attorney's office – current as of December 2014.

---



# Department of Public Services

Santa Rosa County, Florida  
6051 Old Bagdad Highway, Suite 202  
Milton, Florida 32583  
www.santarosa.fl.gov  
Office: (850) 981-7040 Fax: (850) 623-1208



**Tony Gomillion, Director**

## MEMORANDUM

**TO:** Board of County Commissioners  
**FROM:** Erin Malbeck  
Housing Program Coordinator  
**THROUGH:** Tony Gomillion, Public Services Director  
**SUBJECT:** Hurricane Housing Recovery Program (HHRP)  
Second Mortgage Subordination Request  
6930 Dorsey Ln, Milton, FL 32570  
16-2N-28-0000-02300-0000  
**DATE:** December 18, 2014

### **RECOMMENDATION:**

Board approval of the request submitted on behalf of homeowner to execute a subordination agreement to be recorded in connection with a refinance of the first mortgage in the approximate amount of \$75,244.03

### **BACKGROUND:**

HHRP Second Mortgage: \$25,000.00  
Recorded: 6/5/2006  
Purpose: HHRP Home Purchase Program

Proposal is to reduce the annual interest rate on the first mortgage from 6.50% to 4.25%

Current monthly principal and interest: \$506.18  
Proposed monthly principal and interest: \$267.51

The refinance and subordination request meets established guidelines and will:  
Reduce the mortgage interest rate  
Reduce the monthly mortgage payment  
Not provide any cash out

**Animal Services**  
Dale Hamilton  
Director

4451 Pine Forest Road  
Milton, FL 32583  
(850) 983-4680

**Building Inspections &  
Code Compliance**  
Rhonda C. Royals  
Building Official

6051 Old Bagdad Hwy, Ste 202  
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(850) 981-7000

**Emergency Management**  
Brad Baker  
Director

4499 Pine Forest Rd  
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**Community Planning,  
Zoning & Development**  
Rebecca Cato  
Director

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**Veterans Services**  
Karen Haworth  
Director

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**"One Team, One Goal, One Mission"**



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**Tony Gomillion, Director**

To: Santa Rosa County Board of County Commissioners  
From: Brad Baker, Director, Emergency Management  
Through: Tony Gomillion, Director, Public Services  
Re: State Homeland Security Grant (Domestic Preparedness)  
Date: January 8, 2015

### **RECOMMENDATION**

Recommend that the Board of County Commissioners approve participation in a Homeland Security grant agreement with the Florida DEM in the amount of sixteen thousand dollars (\$16,000) and authorize signature of all related documentation. There is no match requirement.

### **BACKGROUND**

Santa Rosa County has participated in this type of domestic preparedness grant agreement for the past ten (10) years. The purpose of the program is to enhance Santa Rosa County's Emergency Management Division's disaster response capabilities through increased federal funding for essential Homeland Security programs. The programs include critical facilities, training and exercises conducted under the Homeland Security Exercise and Evaluation Program (HSEEP) and other related activities. This grant funds the costs for the planning, training, and conducting of exercises including overtime, equipment, supplies and training all related to disaster preparedness.

### **COMPLETION**

The project will be managed by DEM. All related documents will be forwarded to the BOCC for signature.

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**Tony Gomillion, Director**

## MEMORANDUM

**TO:** Board of County Commissioners  
**FROM:** Tony Gomillion, Public Services Director  
**SUBJECT:** Navarre Park Restrooms  
**DATE:** January 5, 2014

## RECOMMENDATION

Recommend the Board allocate an additional \$10,000.00 to complete the infrastructure (sewer, water, and sidewalk/parking) for the Navarre Park restroom project.

## BACKGROUND

At the August 28<sup>th</sup> meeting (item attached) the Board directed staff to work with Mr. Dabney and volunteers to accomplish the construction of the restroom project in the Navarre Park. The volunteer group had estimated a cost of \$100,000 to purchase materials for the project, and an initial budget of 100,000.00 was established from District 4 recreation funds, and the project has proceeded and is anticipated to be completed by the end of January. Mr. Dabney indicates the project estimate by the volunteer group did not include infrastructure work and therefore the lift station pump and installation cost (if not donated) will push the total project cost over the initial budget. The following is a summary of the current cost breakdown for the project, with a few variables as noted in the summary based on what has been verbally transmitted by Mr. Dabney. He indicates that Holley Navarre Water has waived any additional tap fees for this project.

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Description	Amount
Construction Material*	63,511.30
Plumbing & Fixtures	11,895.91
Electrical	2,522.36
Mechanical	8,329.00
Engineer	1,300.00
Rental Equipment for Roof, Paid by Mr. Dabney	589.55
Infrastructure (Sidewalk, parking, tank)	8,056.03
Lift Station Equipment	8,685.00
Equipment Installation & Connection Estimate	2,500.00
Contingency for minor miscellaneous expenses unknown at this time.	2,610.85
<b>Total</b>	<b>\$110,000.00</b>

\*Awaiting final invoice on tile and floor stain.

#### **FINAL ACTION**

Once the additional funding is approved, the final components for the lift station will be ordered and installed along with minor finish items.

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**Tony Gomillion, Director**

## MEMORANDUM

**TO:** Board of County Commissioners  
**FROM:** Tony Gomillion, Public Services Director  
**SUBJECT:** Navarre Park Restrooms  
**DATE:** August 25, 2014

## DISCUSSION

As directed by the Board, staff met with Mr. Dabney and other volunteers on the 19<sup>th</sup>, and I have attached the recap of that meeting, along with visual information. I will not repeat everything in the attached recap, but will highlight a few key points below for the Boards consideration and action.

## **Recommendation from staff and volunteer group:**

- 1) Project to be located on the western end of the property out of the flood zone which will allow for adequate space and will allow the building to be constructed at grade for accessibility and would be insurable.
- 2) 30 X 50 building will be constructed utilizing treated materials, Hardie board exterior, metal roof, interior tile walls, primary fixtures metal, concrete/epoxy floor, touch less fixtures and dispensers, air conditioned and heated.
- 3) Volunteer group will provide necessary design services, contractor, and labor for project, County will provide site plan, building grade, utility connections and specifications and other assistance as needed.
- 4) In order to maintain safety and security for the project the western most pavilion would be closed during the construction phase.
- 5) The County would purchase the materials that are not donated, and that procurement process would be directed through the County Building Maintenance Department and accomplished by receiving quotes on the various components from local vendors.
- 6) Establishment of an initial material and service budget of \$100,000.00 (as estimated by volunteer group; a quick estimate was performed several weeks ago by County staff (\$60,000), but not we're not sure all features were captured in the cost). The cost

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would be closely monitored, and a recap of expenditures would be provided to the Board. Until the plans for the project are fully complete and more detailed current cost analysis can be done for the products and services, it is impossible to give a precise estimate. The volunteers that are working in the industry on a daily basis have a more readily available base of knowledge (have requested their estimate).

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**"One Team, One Goal, One Mission"**

AGENDA  
PUBLIC WORKS COMMITTEE

January 5, 2015

Chairman: Commissioner Cole

Vice Chairman: Commissioner Rob Williamson

1. Discussion of portable restroom rental service for the Parks Department from Pot-O-Gold rentals as low proposal based on comparison shopping.
2. Discussion of scheduling a public hearing on the proposed vacation of that portion of Martin Street, as depicted on the plat of Floridatown Heights, as recorded in Plat Book A, on Page 23, lying north of U.S. Highway 90.

Quote date 12-12-2014	Unit cost per month					
Vendor	Standard	ADA Compliant Wheelchair Accessible	Regular Handicap	Hand Wash Station	Extra Clean Per Unit	Damaged Unit
Boyett's Portable Restrooms	\$125.00	\$500.00	\$350.00	\$125.00	M-F \$125; Weekend, Holiday, After hours \$250	Cost of Repair or replacement
Baldwin Portables	\$125.00	\$525.00		\$125.00	\$100.00	Cost plus 25%
Pot-O-Gold Rentals	\$79.50	\$149.50		\$95.50	\$28.50	Replace Regular Unit \$425; Replace ADA unit \$1650

REQUEST FOR PROPOSALS  
Portable Toilet Services (Due December 12, 2014)

The proposal shall include pricing for all services. Pricing shall be all inclusive unless indicated otherwise on a separate pricing sheet. The Proposal shall itemize all services, including hourly rates for all professional, technical and support personnel, and all other charges related to completion of the work shall be itemized.

Please submit this form and submit your offer to: Administrative Services Department, 6075 Old Bagdad Highway, Milton, FL 32583, Attn: Tammy Simmons, Tel. No., 850-983-1858, Fax No., 850-623-1331, E-mail address, [tammys@santarosa.fl.gov](mailto:tammys@santarosa.fl.gov)

Quoted by: Joseph Boyett Title: Vice President  
 Vendor Name: Build-A-Porta-Toilet  
 Point of contact: Joseph Boyett  
 Address: 31327 US Hwy 90  
Sarasota FL 36574  
 Phone: 813-977-2233 Fax: 813-946-2475 E-mail: www.build-a-porta-toilet.com

Location	Type of Unit	Unit cost per Month
Various	Standard	\$ 125. <sup>00</sup>
Various	ADA Wheelchair Accessible	\$ 525. <sup>00</sup>
Various	Hand Wash Station	\$ 125. <sup>00</sup>
Extra Clean Per Unit		\$ 75. <sup>00</sup> Change to \$100
Other	<u>See Attached 12.11.2014</u>	\$ -

Brief statement about the Contractor's interest in the project:

We would love to provide New portable Toilets  
To all your locations. We are #1 in the #2 business

Vendor's understanding of the required services and your ability to meet the needs of the County as described in the scope of work:

Yes

References: Please provide at least five (5) current commercial/institutional customers references that have Portable Toilet and Rental Services of similar type, size, complexity and use.

1. Birmingham Alabama
2. State of Alabama Best Camp In Orange Beach
3. State of Alabama Best Camp In Fairhope AL
4. State of Alabama Best Camp In South Baldwin Co
5. City of Gulf Shores Best Camp #1 in Orange Beach

REQUEST FOR PROPOSALS  
Portable Toilet Services (Due December 12, 2014)

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Quoted by: Lynn Boyett Title: Pres.  
 Vendor Name: Boyett's Vacuum Pumping Inc DBA: Boyett's Portable Restrooms  
 Point of contact: Lynn Boyett and Lisa Williams  
 Address: 7300 Mobile Hwy, Pensacola, FL 32526  
 Phone: 850-944-5536 Fax: 850-944-0450 E-mail Boyetts5536@gmail.com

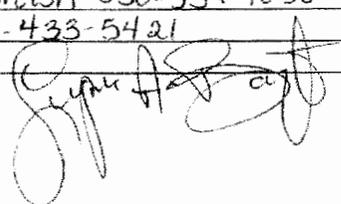
Location	Type of Unit	Unit cost per Month
Various	Standard	\$ 125. <sup>00</sup>
Various	ADA Wheelchair Accessible	\$ 500. <sup>00</sup>
Various	Hand Wash Station	\$ 125. <sup>00</sup>
Extra Clean Per Unit		\$ See Attached.
Other	Cost of repair and/or replacement due to damage	\$ Cost +

Brief statement about the Contractor's interest in the project:  
Boyett's has been in business since 1957 and our reputation and service exceeds all others.

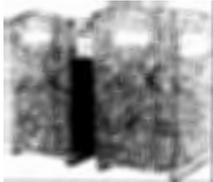
Vendor's understanding of the required services and your ability to meet the needs of the County as described in the scope of work:  
Yes, we understand

References: Please provide at least five (5) current commercial/institutional customers references that have Portable Toilet and Rental Services of similar type, size, complexity and use.

1. Fluor Enterprises Inc Walter Grady 228-217-1131
2. Roads Inc of N.W. Florida April 850-968-0991
3. Brown Construction of NW Florida Drew Brown 850-554-1080
4. Greenhut Construction Kathy Spellman 850-433-5421
5. C-Sharp Company Inc 251-974-5050



# Boyett's Vacuum Pumping & Portable Restrooms



PORTABLE RESTROOM SERVICE  
since 1957

7300 MOBILE HIGHWAY  
PENSACOLA, FLORIDA 32526  
FL 850-944-5536 AL 251-946-3003  
FAX # 850-944-0450  
"Visit us on the Web"  
[www.boyetts.com](http://www.boyetts.com)  
Email: [boyettsinc@bellsouth.net](mailto:boyettsinc@bellsouth.net)



VACUUM TRUCK SERVICE  
since 1957

December 11, 2014

Santa Rosa County  
Administrative Services Department  
6075 Old Bagdad Hwy  
Milton, FL 32583  
850-983-1858  
850-623-1331 fax

Attention: Tammy Simmons

Thank you for the opportunity to submit a quote for various locations in Santa Rosa County. I have quoted the ADA Compliant Handicap Units at \$500.00 per month for once a week service. I would like to also quote Regular Handicap Units at \$350.00 per month for once a week service.

The extra service cost would be as follows, Monday through Friday would be \$125.00 each per service. Weekend, Holiday and After Hours would be \$250.00 each per service.

In addition to your requirement of filling out a service ticket for each service, we would be willing to call a designated phone number supplied by you when we reach each site. We would email for fax a copy of the service tickets the following day of the services.

We recommend that Santa Rosa County purchase all units required at each site and have Boyett's do the servicing of the units. This would be the most cost effective for Santa Rosa County. The price difference between the yearly cost of renting our units and the cost of us servicing units that you purchased is staggering. If you purchased the units, we would service them at a rate of \$75.00 to \$125.00 per unit per service. If you would like to discuss this option further please give me a call at 850-944-5536.

If we get the bid, we would have to know by Monday 12/15/14 in order to have ADA Compliant Units ordered and delivered to our shop so that they would be ready for delivery 1/1/2015.

Thank you again for this opportunity,

Sincerely,

Lynn A. Boyett

Baldwin Portable Toilets & Septic Tank Inc.  
31378 US Highway 90  
Seminole AL 36574  
[anthonybaldwinseptic@yahoo.com](mailto:anthonybaldwinseptic@yahoo.com)

DEC. 11, 2014

PROPOSAL SANTA ROSA COUNTY

RE: PORTABLE TOILET RENTAL ATTACHMENT

OTHER:

ANY DAMAGES TO UNITS WOULD BE A COST BASIS PLUS 25%.

THANK YOU

REQUEST FOR PROPOSALS  
 Portable Toilet Services (Due December 12, 2014)

The proposal shall include pricing for all services. Pricing shall be all inclusive unless indicated otherwise on a separate pricing sheet. The Proposal shall itemize all services, including hourly rates for all professional, technical and support personnel, and all other charges related to completion of the work shall be itemized.

Please submit this form and submit your offer to: Administrative Services Department, 6075 Old Bagdad Highway, Milton, FL 32583, Attn: Tammy Simmons, Tel. No., 850-983-1858, Fax No., 850-623-1331, E-mail address, [tammys@santarosa.fl.gov](mailto:tammys@santarosa.fl.gov)

Quoted by: Wesley Bridges Title: COO  
 Vendor Name: Pot-O-Gold Rentals  
 Point of contact: Wesley Bridges  
 Address: 3940 Kimberly Rd Pace, FL 32571

Phone: C- 850-390-5784 Fax: 850-995-8005 E-mail wb@potogoldrentals.com  
O- 850-995-3375

Location	Type of Unit	Unit cost per Month
Various	Standard	\$ 79.50
Various	ADA Wheelchair Accessible	\$ 149.50
Various	Hand Wash Station	\$ 95.50
Extra Clean Per Unit		\$ 28.50
Other	Replacement Regular Unit	\$ 425
	Replacement ADA	\$ 1650

Brief statement about the Contractor's interest in the project:  
WE HAVE SERVICED THE COUNTY FOR MANY YEARS AND WOULD LIKE TO CONTINUE OUR RELATIONSHIP.

Vendor's understanding of the required services and your ability to meet the needs of the County as described in the scope of work:  
WE WILL PROVIDE QUALITY UNITS AND SERVICE THEM ON A WEEKLY BASES. AND DATE EACH UNIT AS PROOF OF SERVICE.

References: Please provide at least five (5) current commercial/institutional customers references that have Portable Toilet and Rental Services of similar type, size, complexity and use.

- NORTHWEST FLORIDA WATER 850-539-5999
- NAVARO WATER SPORTS 850-712-6219
- FLORIDA FISH AND WILD LIFE 850-167-3613
- GA WSET 251-679-1965
- PAUL DAVIS 850-437-0400

*Wesley Bridges*  
 COO / President  
 Disaster Services



**Department of Public Works**  
**SANTA ROSA COUNTY, FLORIDA**

AVIS WHITFIELD  
Director of Public Works  
6075 Old Bagdad Hwy.  
626-0191

**Stephen Furman**  
Asst. Director of Public Works  
Road & Bridge Dept.  
6075 Old Bagdad Hwy.  
626-0191

**Thad Allen**  
Superintendent  
Building Maintenance/Parks  
P.O. Box 964

# MEMO

**TO:** Roy V. Andrews, County Attorney  
**FROM:** Stephen Furman, Assistant Public Works Director  
**SUBJECT:** Proposed Vacation – Floridatown Heights  
**DATE:** December 31, 2014

A handwritten signature in black ink, appearing to be "SF", is written over the "FROM" line of the memo.

The above referenced right-of-way appears to have no significant importance to the Road Department. Therefore, I recommend a Public Hearing be scheduled for this vacation.

SF/tt

DESCRIPTION OF PROPOSED VACATION

That portion of Martin Street lying north of U.S. Highway 90, as shown on the plat of Floridatown Heights, said subdivision recorded in Plat Book A page 23, of the public records of Santa Rosa County, Florida.

Santa Rosa County, Florida  
Office of County Attorney  
6495 Caroline Street, Suite C  
Milton, Florida 32570

**APPLICATION FOR VACATION**

There is a \$150 fee to process this application, and all fees are non-refundable.

Date: 10/24/14  
Name: LARRY ROBBINS / Pensacola Pools, Inc.  
Address: 8514 Pensacola Blvd.  
Pensacola, Florida 32534  
Phone Number: (850) 477-4977  
Fax Number: (850) 478-3633  
Billing Address: same as above

Reason for Vacation Request: I own the properties surrounding Martin Street. The street serves no public purpose and has never been cleared or paved. I would like to take title as Pensacola Pools, Inc, place the property on the tax rolls, and plan for a productive use in the future.  
Area of Vacation: Martin Street - North of Hwy 90 - PACE.

Petitioner's Name (if different from above): X [Signature]  
Address: (Same) Larry Robbins, Owner, Pensacola Pools, Inc.  
X [Signature]  
Phone Number: Witness: Bolley Johnson

Representative's Name (if applicable): Bolley Johnson  
Address: 201 E. Government St.  
Pensacola, FL. 32502  
Phone Number: \_\_\_\_\_

Petitioner is responsible for all costs associated with the processing of the vacation request, including fees paid for advertisements, certified list of property owners located within 500 feet of the proposed vacation, labels, certified mail postage, recording of official documents, etc. All fees are non-refundable.

# **BUDGET & FINANCIAL MANAGEMENT COMMITTEE**

Chairman: Commissioner Williamson  
Vice Chairman: Commissioner Cole

January 5, 2015

## **Bid Actions:**

- 1) Discussion of bids received for the advertisement of the delinquent tax lists. Low bidder meeting specifications is the Santa Rosa Press Gazette with a bid of 10.5 cents per line.

## **Budget:**

- 2) **Budget Amendment 2015 – 083** in the amount of \$ 60,000 to carry forward funds in the General Fund for advocacy and lobbying services with Johnson & Blanton, LLC as approved at the December 11, 2014 BOCC Regular Meeting.
- 3) **Budget Amendment 2015 – 084** in the amount of \$ 200,000 to recognize the 2015 – 2015 Defense Infrastructure Grant (DIG) to purchase land or secure easements around Whiting Field as identified in the Joint Land Use Study (JLUS) agreement approved at the December 11, 2014 regular meeting.
- 4) **Budget Amendment 2015 – 085** in the amount of \$ 27,631 to authorize new award in the amount of \$50,000 less previously rolled over but unspent budget authorization in the amount of \$22,369 for the 2014/2015 DRG Grant for the period November 13, 2014 through contract end (06/30/2015).
- 5) **Budget Amendment 2015 – 086** in the amount of \$ 3,227 to transfer funds from the Capital Fund to the Planning & Zoning Department in the General Fund for a copier/scanner/printer as approved at the November 13, 2014 BOCC Regular Meeting.
- 6) **Budget Amendment 2015 – 087** in the amount of \$ 20,899 to return prior year Excess Fees that are required to pay Clerk leave payouts for retiring/DROP employee in the General Fund.
- 7) **Budget Amendment 2015 – 088** in the amount of \$ 3,000 to carry forward funds for the Jay Public Library from a \$3,000 donation from the Curtis Finlay Foundation, Inc. in the General Fund.
- 8) **Budget Amendment 2015 – 089** in the amount of \$ 212,505 to carry forward account balances from grants received from the Tourist Development Council (TDC) to the Navarre Beach Marine Science Center, the Navarre Beach Sea Turtle Conservation Center and the Marine Sanctuary in the Tourist Development Fund.

- 9) **Budget Amendment 2015 – 090** in the amount of \$ **41,308** to establish a budget for Florida Defense Support Task Force grant funding for the purpose of clearing and cleaning up the “carwash” property owned by the county adjacent to the NAS Whiting Field Main entrance and installing a fence per the FDSTF agreement.

**County Expenditure/Check Register:**

- 10) Discussion of County Expenditures / Check Register

## PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** ADVERTISEMENT OF DELINQUENT TAX LISTS

2. **RESPONSIBLE OFFICE:** TAX COLLECTOR

3. **DESCRIPTION OF SERVICE/PRODUCT:**

Advertisement of Delinquent Tax Lists.

4. **SCOPE OF WORK:**

Advertisement of the real property delinquent tax list once a week for three (3) weeks and the personal property delinquent tax list for one (1) week.

5. **BIDDERS AND PRICES:**

A. Santa Rosa Press Gazette	\$0.10.5 per line
B. Pensacola News Journal	\$0.11 per line
C. Gulf Breeze News	\$1.26 per line

## BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: December 11, 2014

FROM: **General Fund**  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>Fund 001:</b>	<b>001 -3990001</b>	<b>Cash Carried Forward</b>	<b>\$ 60,000</b>
	<b>0013 - 531001</b>	<b>Professional Services</b>	<b>\$ 60,000</b>

**State reason for this request:**

To carry forward funds for advocacy and lobbying services with Johnson & Blanton, LLC as approved at the December 11, 2014 BOCC Regular Meeting.

**Requested by Jayne Bell/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-083**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 1/05/2015

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day of January, 2015.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK OF THE COURTS

### BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION DATE: December 29, 2014

FROM: <b>Grants Fund</b>	ADDITION:
TO: Board of County Commissioners	MODIFICATION: X
VIA: Budget Director	DELETION:
SUBJ: Request Approval of the following	OVERDRAFT:

<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
104 – 3342003	Defense Infrastructure Grant	\$ 200,000
4011 – 5810061	Whiting Field Project	\$ 200,000

**State reason for this request:**  
 Recognizes the 2014 – 2015 Defense Infrastructure Grant Award to purchase land or secure easements around Whiting Field as identified in the Joint Land Use Study (JLUS) agreement approved at the December 11, 2014 meeting.

**Requested by Sheila Harris /s/**

BUDGET DIRECTOR ACTION DOCUMENT NO. **2015-084**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION DATE: 1/05/2015

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this **8<sup>th</sup>** day of **January, 2015**.

ATTESTED: \_\_\_\_\_

CHAIRMAN

\_\_\_\_\_

CLERK OF COURT

## Henry Brewton

---

**From:** Sheila Harris  
**Sent:** Monday, December 29, 2014 12:10 PM  
**To:** Jayne Bell  
**Cc:** Henry Brewton  
**Subject:** Budget Amendment Request (Newest DIG award)

I need a budget amendment appropriating the \$200,000 DIG Award that was approved at the December 11, 2014 board meeting.

104 - 3342003	Defense Infrastructure Grant	\$200,000
4011-58100061	DIG Land Transactions	\$200,000

Recognizes the 2014 -2015 Defense Infrastructure Grant Award (DIG 15 - xx ) to purchase land or secure easements around Whiting Field as identified in the Joint Land Use Study (JLUS) agreement.

Sheila A. Harris, Special Projects/Grants  
Santa Rosa County BOCC  
6495 Caroline Street, Suite H  
Milton, Florida 32570  
(850) 983-1848 (850) 393-5239 (Cell)  
(850) 983-1944 Fax  
[sheilah@santarosa.fl.gov](mailto:sheilah@santarosa.fl.gov)

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Florida has a very broad Public Records Law. Virtually all written communications to or from Santa Rosa County Personnel are public records available to the public and media upon request. E-mail sent or received on the county system will be considered public and will only be withheld from disclosure if deemed confidential pursuant to State Law.

## BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: December 29, 2014

FROM: **Grants Fund**  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	104 – 33450085	Defense Reinvestment Grant	\$ 27,631
To:	0793 – 5340075	Defense Reinvestment Grant Project	\$ 27,631

**State reason for this request:**

Authorizes new award in the amount of \$50,000 less previously rolled over but unspent budget authorization in the amount of \$22,369 for the 2014/2015 DRG Grant (15-xx) for the period November 13 through contract end (06/30/2015).

**Requested by Sheila Harris/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2015-085

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 01/05/2015

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of January, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

## Jayne Bell

---

**From:** Sheila Harris  
**Sent:** Monday, December 29, 2014 12:21 PM  
**To:** Jayne Bell  
**Cc:** Henry Brewton  
**Subject:** Budget Amendment Request - 2014/2015 - DRG Grant Award (Nov 13 - June 30)

Jayne,

Please process the following budget amendment:

104 - 33450085	Defense Reinvestment Grant (DRG)	\$27,631
0793 - 5340075	Defense Reinvestment Grant Project	\$27,631

Authorizes new award in the amount of \$50,000 less previously rolled over but unspent budget authorization in the amount of \$22,369 for the 2014/2015 DRG Grant (15-xx) for the period November 13 through contract end (06/30/2015).

Sheila A. Harris, Special Projects/Grants  
Santa Rosa County BOCC  
6495 Caroline Street, Suite H  
Milton, Florida 32570  
(850) 983-1848 (850) 393-5239 (Cell)  
(850) 983-1944 Fax  
[sheilah@santarosa.fl.gov](mailto:sheilah@santarosa.fl.gov)

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# BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: December 29, 2014

FROM: **Capital Fund**  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>Fund 302:</b>	<b>9302 – 5990017</b>	<b>Future Capital Outlay</b>	<b>(\$ 3,227)</b>
	<b>9302 – 5910001</b>	<b>To General Fund</b>	<b>\$ 3,227</b>
<b>Fund 001:</b>	<b>001 – 3810023</b>	<b>From Capital Fund</b>	<b>\$ 3,227</b>
	<b>3300 – 564001</b>	<b>Machinery &amp; Equipment</b>	<b>\$ 3,227</b>

**State reason for this request:**

Transfer of funds from the Capital Fund to the Planning & Zoning Department in the General Fund for a copier/scanner/printer as approved at the November 13, 2014 BOCC Regular Meeting.

**Requested by: Becky Cato/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-086**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 5, 2015

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of **January, 2015**.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

May we order the Toshiba copier noted below? The budgeted amount was \$6,600; low bid is \$3,227.

Thanks,  
Beckie

**From:** LeAnne Major  
**Sent:** Monday, December 29, 2014 1:45 PM  
**To:** Beckie Cato  
**Subject:** B&W Copier

Good afternoon, Beckie.

The bids have come in for the black and white multifunctional copier.

The required specifications were:

35ppm  
8.5 x 11, 11 x 14, 11 x 17 trays  
Automatic document feed (ADF)  
Black and White copy, print & scan capability and duplex  
Finisher with staple and hole punch.

We received three bids back:

**Copy Products**-Sharp copier \$6,685.00  
**Harris Business Machines**-Cannon copier \$4,928.00  
**Coastal Business Products**-Toshiba \$3,227.00

I spoke with Orrin to find out how to proceed with purchasing the copier chosen-Toshiba as low bidder at \$3,227.00. He said to submit copier price to Hunter Walker for approval. Once approved, we can create a purchase order.

Please let me know when the purchase has been approved.

Thank you,

*LeAnne Major*

Administrative Assistant  
Development Services  
6051 Old Bagdad Hwy Ste. 202  
Milton, FL 32583  
850-981-7060  
850-623-1208 fax  
[leannem@santarosa.fl.gov](mailto:leannem@santarosa.fl.gov)

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6

## BUDGET MODIFICATION RESOLUTION

No.

*Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:*

REQUESTER ACTION

DATE: December 31, 2014

FROM: **Clerk to the Board**  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>From:</b>	<b>001 – 3990001</b>	<b>Cash Carry Forward</b>	<b>\$ 20,899</b>
<b>To:</b>	<b>0030 – 5340011</b>	<b>Contract with BOCC</b>	<b>\$ 20,899</b>

**State reason for this request:**

Returns prior year Excess Fees that are required to pay Clerk leave payouts for retiring/DROP employee.

**Requested by Donald Spencer/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-087**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 01/05/2015

Approved: \_\_\_ Hold: \_\_\_ Withdrawn: \_\_\_ Comment: \_\_\_\_\_

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of January, 2015.*

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK OF THE COURTS



PERSONNEL ACTION FORM

Effective date: 01/01/2015  
(of this action)

NAME: WILLIAM WADE BURROUGHS (Name Change )

ADDRESS: 3905 THRONE COURTS, MILTON, FL 32583 (address change )

DEPARTMENT: CLERK OF COURTS/INTERNAL AUDITOR DIVISION/UNIT:

CLASSIFICATION TITLE/NUMBER: UNCLASSIFIED/0001 POSITION NUMBER: 0030-0003

EXPLANATION:  
EMPLOYEE ENROLLED INTO DROP PROGRAM EFFECTIVE 01/01/2015; WITH AN ANNUAL LEAVE PAYOUT OF 500 HOURS IN THE AMOUNT OF \$ 20,898.85.

Rate change  Promotion  Demotion  Transfer  Administrative Transfer  W/C Transfer

DIVISION: FROM TO  
CLASSIFICATION: FROM TO  
RANGE, STEP, SALARY: FROM / \$ TO / \$

APPOINTMENT

Regular Full Time  Regular Part Time  Promotion  Temporary  Student  Substitute   
Reclassification/Upgrade  Trainee  Emergency  Seasonal  Temporary Promotion   
Provisional/Promotion  Retiree  Provisional

SEPARATION OF EMPLOYMENT

Resigned  Dismissed  Retired  Layoff  Completed Appt.  Released During Probation   
Other

EFFECTIVE DATE: \_\_\_\_\_ DISABILITY RETIREMENT YES  NO

APPROVAL SIGNATURES

APPOINTING AUTHORITY: [Signature] DATE: 12/13/14

BUDGET OFFICE (when applicable): \_\_\_\_\_ DATE: \_\_\_\_\_

HUMAN RESOURCES DIRECTOR (when applicable): \_\_\_\_\_ DATE: \_\_\_\_\_

RECEIVED: \_\_\_\_\_ PREPARED BY: MLJ 12/23/2014  
Human Resources Department Date Date

Copies to: Human Resources - Payroll  files  
Appointing Authority - Employee  database

# BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: December 31, 2014

FROM: **Libraries**  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	001 – 3990001	General Fund Cash Carry Forward	\$ 3,000
To:	0610 – 552001	Operating Supplies	\$ 2,500
	0610 - 534001	Other Contract Services	\$ 500

**State reason for this request:**

Carries forward funds for the Jay Public Library from a \$ 3,000 donation from The Curtis Finlay Foundation, Inc. in the General Fund.

**Requested by: Devann Cook/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-088**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 5, 2015

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of January, 2015.***

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

# SANTA ROSA COUNTY

## DEPARTMENT OF HUMAN RESOURCES AND RISK MANAGEMENT

6495 CAROLINE STREET • SUITE 1  
MILTON, FLORIDA 32570-4592  
(850) 983-1863  
FAX (850) 983-1868

DEVANN COOK  
DIRECTOR

### MEMORANDUM

**TO:** Jayne Bell  
**FROM:** DeVann Cook *DeVann*  
**SUBJECT:** Donation – Jay Library  
**DATE:** December 22, 2014

Attached is a donation, from The Curtis Finley Foundation, to the Jay Library. This money will be used to provide various programs at our Jay Branch. Please deposit to 0610-552001 (Operating Supplies).

DC/lh

Attachment

cc: G. Wilson

THE CURTIS FINLAY FOUNDATION, INC.  
POST OFFICE BOX 298  
BREWTON, AL 36427

1052  
61-300/821

Date November 14, 2014



Pay to the Order of Jay Public Library

\$ 3,000.00

Three thousand and no one-hundredths

Dollars



 **First Progressive Bank**  
Brewton, Alabama 36426

For Friends of Jay Library

*Sally Finlay*

⑈001052⑈ ⑆062103000⑆ 11 216 80⑈

# BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: December 31, 2014

FROM: **Tourist Development Tax Fund**  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	107 – 3990001	Cash Carried Forward	\$ 212,505
To:	4010 – 582003	Nav. Bch Marine Science Center	\$ 111,198
	4010 – 5820030	Nav. Bch Sea Turtle Conservation Center	\$ 28,639
	4010 – 5820031	Marine Sanctuary	\$ 72,668

**State reason for this request:**

Carries forward account balances from grants received from the TDC to the Navarre Beach Marine Science Center, the NBSTCC and the Marine Sanctuary.

**Requested by: Jayne Bell/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-089**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 5, 2014

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this **8<sup>th</sup>** day Of **January, 2015**.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

## BUDGET MODIFICATION RESOLUTION

No.

Whereas, the Board of County Commissioners has determined that a need exists to amend the budget pursuant to Florida Statute 129.06. NOW, THEREFORE, The Board of County Commissioners of Santa Rosa County, Florida does make the following budget amendments:

REQUESTER ACTION

DATE: December 31, 2014

FROM: **Grants Fund**  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>From:</b>	<b>104 – 33420031</b>	<b>Florida Defense Support Task Force Grant</b>	<b>\$ 20,654</b>
	<b>104 – 3990001</b>	<b>Cash Carried Forward – REPI Funds</b>	<b>\$ 20,654</b>
<b>To:</b>	<b>4011 – 563001</b>	<b>Improvements Other Than Buildings</b>	<b>\$ 41,308</b>

**State reason for this request:**

Establishes budget for Florida Defense Support Task Force grant funding for the purpose of clearing and cleaning up the “carwash” property owned by the County adjacent to NAS Whiting Field Main entrance and installing a fence per the FDSTF agreement.

**Requested by Sheila Harris/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-090**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 01/05/15

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of January, 2015.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK OF THE COURTS

## Jayne Bell

---

**From:** Sheila Harris  
**Sent:** Wednesday, December 31, 2014 12:19 PM  
**To:** Jayne Bell  
**Cc:** Henry Brewton; Clerk's Office - Michael Burton  
**Subject:** Budget Amendment Request - FDSTF Grant for NASWF Entrance/Car Wash Improvements

Jayne,

I'm not sure what Fund the REPI reserve balance is held in. \$20,654 will need to be transferred from there to the Grants fund as a match to the FDSTF award. Can you help with those accounts?

Please establish a budget amendment as follows:

104-33420031	Florida Defense Support Task Force Grant	\$20,654
	From REPI funds	\$20,654
4011-563001	Improvements other than buildings	\$41,308

Establishes budget for Florida Defense Support Task Force grant funding for the purpose of clearing and cleaning up the "carwash" property owned by the County adjacent to the NAS Whiting Field Main entrance and installing a fence per the FDSTF agreement.

Sheila A. Harris, Special Projects/Grants  
Santa Rosa County BOCC  
6495 Caroline Street, Suite H  
Milton, Florida 32570  
(850) 983-1848 (850) 393-5239 (Cell)  
(850) 983-1944 Fax  
[sheilah@santarosa.fl.gov](mailto:sheilah@santarosa.fl.gov)

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No support documentation for this agenda item.