

Cooperative Forestry Assistance Report
To Santa Rosa County Commissioners
For Fiscal Year 2013-2014

Report Prepared by:

Ian J. Stone

Senior Forester

Santa Rosa County

Florida Forest Service

January 8, 2015



Introduction

The 2013-2014 fiscal year saw major change in the CFA program through a staff change in the county forester position. Daniel Wesley vacated the position in October 2013 to peruse other employment options. The position remained vacant until mid-November when it was filled through a transfer by Ian Stone, Senior Forester on Backwater River State Forest. Ian remained on temporary assignment to the Backwater River State Forest Timber Unit until shortly before Christmas 2013. During the period when the Santa Rosa position was not staffed it was covered by the Okaloosa and Escambia County Foresters. This resulted in 4 county foresters working in Santa Rosa County during the last fiscal year. Santa Rosa County has a very active program, which required numerous hours and travel during the vacancy period. This report will give an account of the activities and assistance provided during the last fiscal year by all the county foresters who assisted during the vacancy.

Due to the changeover in staff, a brief account of Mr. Stone's professional background will be provided. Mr. Stone is a native of Louisiana and possesses a Bachelor of Science in Forestry from Louisiana State University and a Master's of Science in Forest Resources from the University of Maine. He began career service with the Florida Forest Service in June of 2012 as a forester with the Timber Management Unit on Blackwater River State Forest. In May 2013 he was promoted to Senior Forester on Blackwater River State Forest and transferred to the county forester position in November of that year. Prior to his employment with Florida Forest Service he was a forestry instructor at Reedley College in Reedley, CA, and a graduate research assistant at the University of Maine. He has 5 years of forestry career experience and has published forestry related research in the Journal of Forestry and the Forest Products Journal. Ian is a Member of the Society of American Foresters and currently serves as the Chair of the Panhandle Chapter.

Santa Rosa CFA Activities

No major changes have occurred in the activities of the Santa Rosa County office. State and Federal Cost Share programs still dominate the workload of the county forester. Assistance to rural forest landowners is still the dominant form of forestry assistance, but urban forestry assistance and programs are growing. Stewardship plans, general landowner consults, and forest health issues are also a major component of the assistance to rural landowners. In addition to assistance to citizens and landowners in the county, the county forester also conducts educational and information workshops for adults and youth. This year saw an increase in the number of these programs as well, and the demand for educational and information programs appears to be increasing. The county forester also spent a large number of hours training and attending to office administration. This is common during the first few years when a new county forester is hired. Below is a detailed discussion of the specific areas of forestry assistance provided in Santa Rosa County.

Cost Share Programs

As mentioned this is the largest area of assistance in Santa Rosa, and is typically of the most interest to landowners in the county. The number of programs in this category is large and varied and includes both State and Federal programs. Federal programs include the Conservation Reserve Program (CRP), Emergency Conservation Reserve Program (EFCRP), and Environmental Quality Improvement Program (EQUIP) which are administered by Farm Services Agency and the Natural Resource Conservation Service. State programs are through the Florida Forest Service and include two active programs, the Longleaf Legacy Program and the Southern Pine Beetle Assistance and Prevention (SPB) program. These programs cover a large number of management practices from prescribed burning to planting new areas for future forests. These programs provide financial assistance to landowners for conducting necessary but often expensive management activities that improve forest health and productivity.

This year the Santa Rosa office provided assistance to approximately 85 landowners with current state and federal cost share programs on 13,742 acres. 305 hours of staff time were directly related to these programs and 2,607 miles were traveled. Activities included planting and survival checks, prescribed burn evaluations, practice evaluation, and cost share practice plans. Under the EFCRP program 14 contract plans and evaluations were performed on approximately 1,945 acres. Approximately 123 hours were directed towards the CRP program with 31 assists on 10,925 acres. Activities included practice inspections, burn evaluations, plan revisions, forest health inspections, and general visits. This consists of the majority of federal cost share assistance in the county and is a very large portion of the activities of the county forester.

Active state cost share programs included the Longleaf Legacy Program and SPB program. The SPB program is designed to encourage forest practices which can prevent major outbreaks of the southern pine beetle, our most devastating forest pest. Major outbreaks of southern pine beetle can wipe out hundreds to thousands of acres of timberland and cause high financial losses to landowners and the forest industry. Under the Southern Pine Beetle program 49 hours of assistance were provided through 18 assists on 1,501 acres. Activities included new signups, practice inspections, planting evaluations, and prescribed burn evaluations. 13 applications on 1,175 acres were processed with a total funding request of \$36,591. Of these 8 were approved on 757 acres with a funding of \$26,681. It is important to note that the number of hours and assists does not necessarily correlate with the number of approved applications. Each submitted application requires the same amount of work from the forester to prepare, regardless of approval, and some approved practices require more time and assistance than others.

The Longleaf Legacy Program came out in 2012, and this program covered a two year period. This program provides support to encourage management and planting of Longleaf pine and the expansion of the imperiled Longleaf Ecosystem. At the time of the 2013-2014 fiscal year there were 9 open contracts on 835 acres. The deadline for completion was March 30 of 2014. During

this fiscal year 104 hours were dedicated to the Longleaf Legacy program through 38 assists on 1,348 acres of forest land. These assists consisted primarily of practices inspection on existing contracts. In May of 2014 a new signup period opened for the Longleaf Legacy Program. 3 applications were processed for a total of 347 acres with \$15,570 in funding. All three applications were approved and included activities such as native groundcover restoration, invasive exotics control, and prescribed fire.

Adult and Youth Programs

Another major area of activity for the county forester is youth and adult programs. These are educational and information programs that encourage knowledge of forest ecosystems and management. A wide range of programs are presented each year and topics include wildfires, prescribed burning, invasive species, working forests, and forest ecology. Each presentation is tailored to the group and often require many hours of preparation time in addition to the actual event. This year 5 youth programs were conducted, requiring 31 hours of involvement from the county forester. These programs reached an estimated 230 youth in the county. Examples of youth programs include FFA forestry contests, career days, school field trips, and similar programs. In addition to the youth programs, adult programs were also presented. This year 14 adult programs were presented requiring 282 hours from the county forester office. It is estimated these programs reached 105 adults in the county. Examples of these programs include presentations to garden clubs, civic organizations, and college classes. These educational and information programs are important to help individuals in the county better understand their forest resources and effective management of them. As less and less people live in forested areas it is crucial to provide these educational opportunities to the public.

Forest Stewardship and Management

A major component of successful forest management is good stewardship, which starts with a forest management plan. These plans outline suggested management tactics on a landowner's property to achieve their goals and objectives. In 1990 Congress created the Forest Stewardship Program to encourage multiple use land management through forest management planning. Landowners who enter the program can have a multiple use forest management plan written at no cost to them, either through the county forester or a private consultant (ownerships over 120 acres require use of a consultant). Landowners in this program are often very active in forest management and perform multiple management activities on their property. Certification under this program often gives landowners higher priority under cost share programs as well. In the 2013-2014 fiscal year there were 3 stewardship plans written by private consultants in the county. In addition to stewardship plans the county forester will write general forest management plans for landowners from time to time, often on ownerships less than 20 acres. In 2013 the county forester wrote 2 general management plans and processed 1 additional stewardship

application. A total of 48 hours were dedicated to the stewardship program and generation of management plans, with a total of 8 assists on 604 acres.

Arbor Day, Tree City USA, and Urban Forestry.

A growing area of forestry assistance in Santa Rosa County is through the urban forestry program. As development and urbanization continues in portions of the county the demand for these services are likely to increase. The majority of these activities are focused on the urban centers of Milton, Pace, Gulf Breeze, and Navarre. A total of 54 hours were dedicated to urban forestry related programs assisting 68 people. In addition to this assistance the county forester handles county Arbor Day activities each year. Traditionally this has been a tree giveaway to the public, which was done again this year at the River Walk Park in Downtown Milton. 300 tree seedlings were given out to over 100 members of the public. This involved 36 hours of time from the county forester, as well as assistance from the Milton and Coldwater forestry stations staff.

The Tree City USA program is a nationwide program sponsored through the Arbor Day Foundation. It recognizes cities and municipalities for outstanding management of urban trees and promoting sound tree management through tree ordinances and an urban forestry program. Requirements of the program include having a dedicated urban forestry staff member, an active tree management program, and consideration of urban forestry in city planning. Santa Rosa County has a very active tree city program with 3 certified Tree Cities. The certified Tree Cities in Santa Rosa are: Milton, Gulf Breeze, and Naval Air Station Whiting Field. These cities renewed their programs again in the 2013-2014 fiscal year.

General Landowner Assistance and Temporary Assignments to Escambia County and State Lands

In addition to the specific programs discussed above the county forester handles numerous general assistance calls to landowners on a variety of issues. While these assistance requests do not always fall under designated cost share or stewardship program many landowners go on to sign up for these programs. Many of these requests are also from landowners who just purchased a piece of forestland and want to get started with forest management. 130 hours were spent on general assistance requests in the county assisting 26 landowners on a total of 1,701 acres.

In addition to the standard duties of the county forester two temporary assignments were undertaken. After transferring in November of 2013, new county forester Ian Stone was on temporary assignment to state lands at Blackwater River State Forest for timber sale preparation and marking. This accounted for 660 hours of work by the county forester in the fiscal year. In addition to this temporary assignment the Santa Rosa office covered Escambia County when that position was vacated in March of 2014. The position was filled in June just before the end of the fiscal year. During this temporary assignment 56 hours were spend on 12 assists to the Escambia

office covering 3,042 acres. This included 10 EFCRP cost share plans on 1,371 acres, 1 CRP burn evaluation on 50 acres, and 1 stewardship field assessment and application on 250 acres.

Conclusion

As this report outlines, the cooperative forestry assistance program in Santa Rosa County has remained very active and is an important source of public assistance to landowners and citizens. The staff change has required training and adjustment on the part of the new county forester while maintaining existing programs. Cost share programs still dominate the workload of the county forester along with general assists, educational programs, and forest stewardship. Urban forestry is a growing area of interest in the county and the time dedicated to this component of the program is increasing. In future years growing the forest stewardship and urban forestry programs will be areas for growth in the CFA program. New forest landowners in the county continue to ask for general assists on a regular basis, which shows increasing interest in the support from the county forester. The program continues to provide essential support and cost share assistance to the landowners and forest resources of Santa Rosa. Sustaining and growing the Cooperative Forestry Assistance program in the future will help to improve and sustain the important forest resources and urban tree canopies in Santa Rosa for future generations.

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.

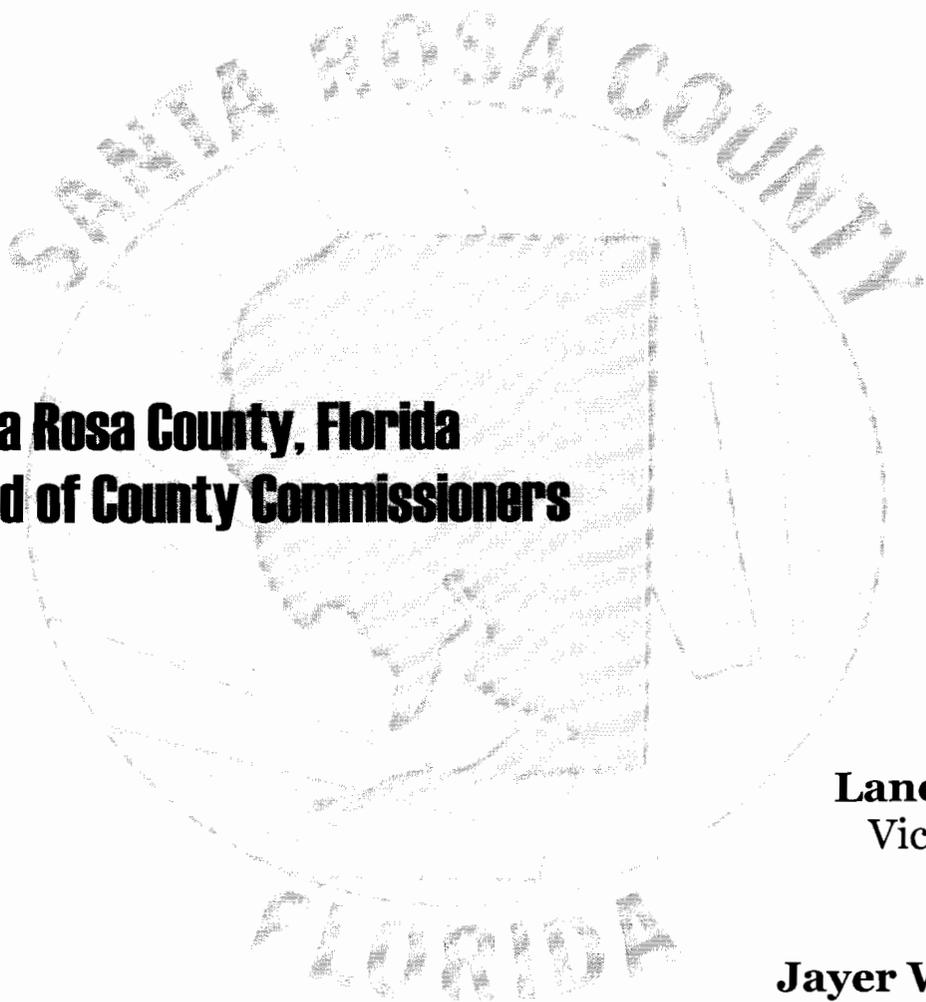
January 5, 2015

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

Santa Rosa County, Florida Board of County Commissioners



Don Salter
Chairman
District 3

Lane Lynchard
Vice- Chairman
District 5

Jayer Williamson
District 1

Bob Cole
District 2

Rob Williamson
District 4

6495 Caroline St.
Milton, FL 32570
Phone: (850) 983-1877
Fax: (850) 983-1856
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 or as may be needed 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. Increase Population Limits to SCOP

Santa Rosa County depends heavily on the FDOT Small County Outreach Program funding for large projects on major/high capacity county roadways. This year, Santa Rosa no longer qualifies for the program due to exceeding the program population limits of 150,000. Two major projects totaling over \$2 million, the repaving of southern segment of Munson Highway and CR184, were dropped from the 2017 work program as a result. For the past several years, SCOP projects in Santa Rosa have averaged over \$1 million per year.

With the population of Florida increasing at a rate of about 800 new residents a day, Florida is the third most populist state, overtaking New York this year. While the state's population has grown, the program qualification limits have not been adjusted in 14 years to accommodate the growth. **The commission is requesting that the legislature increase the population maximum for the SCOP from 150,000 to 165,000 to accommodate for statewide growth.**

4. Support New Judicial Center

The current Santa Rosa County Courthouse is located in downtown Milton. Built in 1927, the building size is no longer sufficient for all the necessary courthouse functions and the design of the building creates security issues for the public and staff. The parking, heating and cooling system, and telephone and computer network infrastructure are also no longer adequate for daily operations. With over 11,000 people entering the front door each month, a new facility that can serve our fast growing county today, and up to 75 years in the future, is needed.

While voters rejected a one cent local option sales tax to fund the project in 2002 and 2014, the need to replace the current facility grows as does the price tag to build a new judicial center and the cost to maintain the current facility continues to increase. With the downturn in the economy, Santa Rosa County has struggled to maintain the same level of service to one of the fastest growing counties the U.S. with 21% less revenue. The county's general fund cannot support the construction of a new facility without placing a large portion of the burden on the homeowners of county. **The county is requesting a \$12 million non-recurring special appropriation for construction of a judicial center to help offset the cost of construction to our local residents.**

5. 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"**

6. 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 \$593,000 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.**

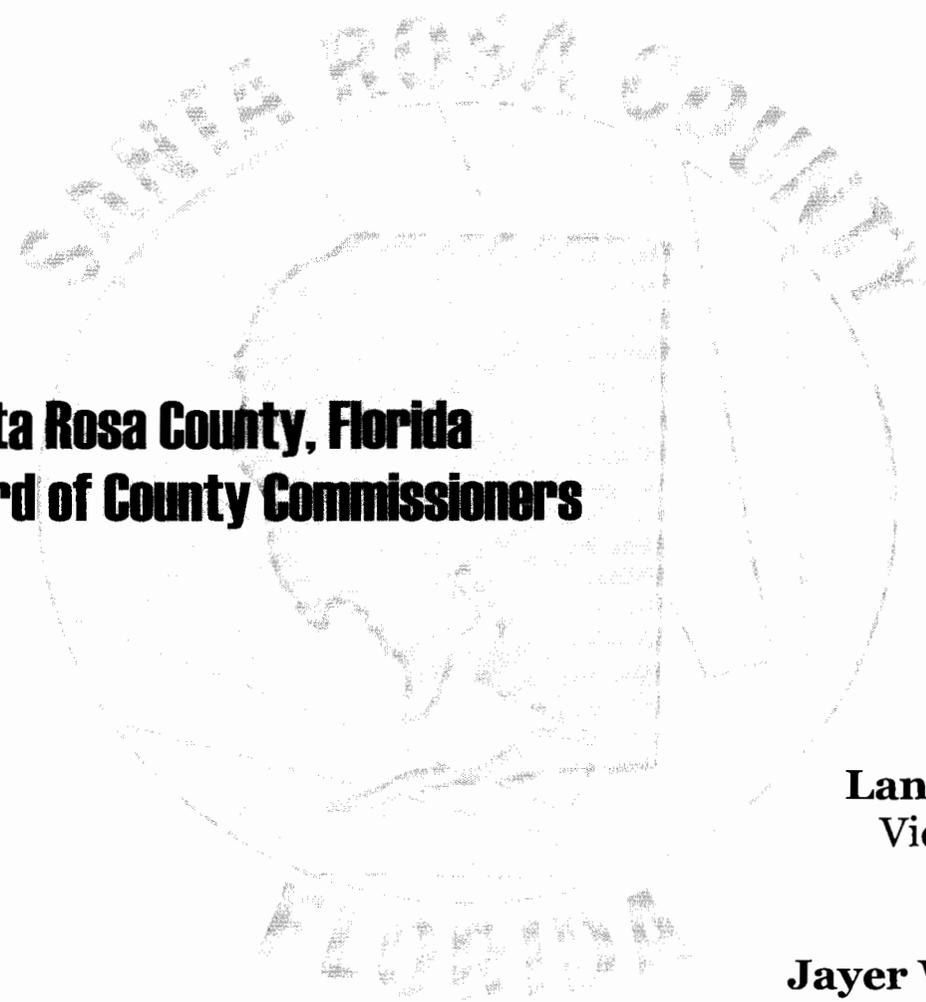
7. General Support Initiatives

- 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.

2015 LEGISLATIVE ISSUES

12/18/14



Santa Rosa County, Florida Board of County Commissioners

Don Salter
Chairman
District 3

Lane Lynchard
Vice- Chairman
District 5

Jayer Williamson
District 1

Bob Cole
District 2

Rob Williamson
District 4

6495 Caroline St.
Milton, FL 32570
Phone: (850) 983-1877
Fax: (850) 983-1856
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

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:

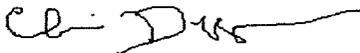
To Purchasing and Contracts:

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

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 Counties/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.
Local Search			
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;"> Colorado Maryland DC </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> New Mexico Georgia Wisconsin </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> Hawaii </div>
National Search			
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	Starting at \$18.50 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

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

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

PAGE NUMBER: 1
 REPORT10

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	1997 FORD EXPLORER	FUNDING 001	CAPITAL ASSET Y
-000	MFR FORD	CLS M	VENDOR ORVILLE-BECKFORD FORD
	MODEL EXPLORER	CAT VE EQUIP PO	001713 UNITS 1
	S/N 1FMDU34X1VUB78672	LOC ENG. CHECK	10-9142 UN CST 23750.85
	INVENTORY DATE 01/09/14	FUND TYPE G ACQUIRE	02/14/97 COST 23750.85
	CONDITION STATUS	DPT 0200	INS CO
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL 0.00
	"USER FIELD 1" SURVEY CREW		"USER FIELD 2"
	"USER FIELD 3" AUCTION 2015 ??		"USER FIELD 4"
	TAG # TAG 155588		

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 7th Annual Adopt-a-tho Animal Services October 18th 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 18th. 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.

Emily Spencer

From: Hunter Walker
Sent: Monday, January 05, 2015 7:44 AM
To: Emily Spencer
Subject: FW: Pace High Band Zombie Run Approval Request

From: Tanya Westerkom [mailto:teedrew@aol.com]
Sent: Monday, January 05, 2015 4:12 AM
To: Hunter Walker
Cc: Tanya Westerkom
Subject: Pace High Band Zombie Run Approval Request

Good morning Mr. Walker!

The Pace High Band is once again hosting the Pace High Band Zombie Run, and we are asking for County approval. The run is scheduled for February 14th, 2015 at 8:30 am. The run begins and ends at Pace High School. We are using almost the same route as last year, except adding Norris Road in front of Pace High. We are coordinating with the Sheriff's department to obtain traffic control and security. We are not using Dixon Primary's PE field, so we will not be nearing Highway 90. I am including a picture of the new route for your perusal. Please let me know if there is anything else you need. I look forward to hearing from you, and thank you, as always, for your support.

Respectfully,

Tanya Westerkom
Pace High Band Boosters



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 ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

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		\$76,720.00

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 1st, 2015.

Emily Spencer

From: Hunter Walker
Sent: Wednesday, January 07, 2015 7:48 AM
To: Board of County Commissioners
Cc: Roger Blaylock; Emily Spencer
Subject: FW: Landfill Equipment Lease

Board,
Find change to agenda for Thursday outlined by County Engineer for equipment lease in landfill. By leasing the equipment individually the county will realize a savings of just under \$36/month. Hunter

From: Roger Blaylock
Sent: Tuesday, January 06, 2015 4:42 PM
To: Hunter Walker
Subject: Landfill Equipment Lease

Hunter,

After further review of proposals and concurrence of the three equipment companies I recommend award of a 48 month lease to the lowest proposer meeting specifications for each piece of equipment. The revised leases total \$7397.72 which is \$35.73 less than the number discussed Monday.

Cowin Equipment - Articulated Dump Truck, Volvo A25G - \$3525.55/month

Thompson Caterpillar - Dressing Dozer, Caterpillar D6K2 - \$1629.07/month

Beard Equipment - Front-end loader, John Deere 644K - \$2207.37/month

Respectfully,

Roger A. Blaylock, P.E.
Santa Rosa County Engineer
850 981-7100 Office

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.

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
Total:		\$7,397.72	\$295,000.00	\$608,203.00	\$0.00

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
Total:		\$9,363.21	\$374,850.00	\$745,932.00	\$0.00

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
Total:		\$8,252.50	\$304,775.00 + FMV	\$700,000.00	\$13,956.10

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

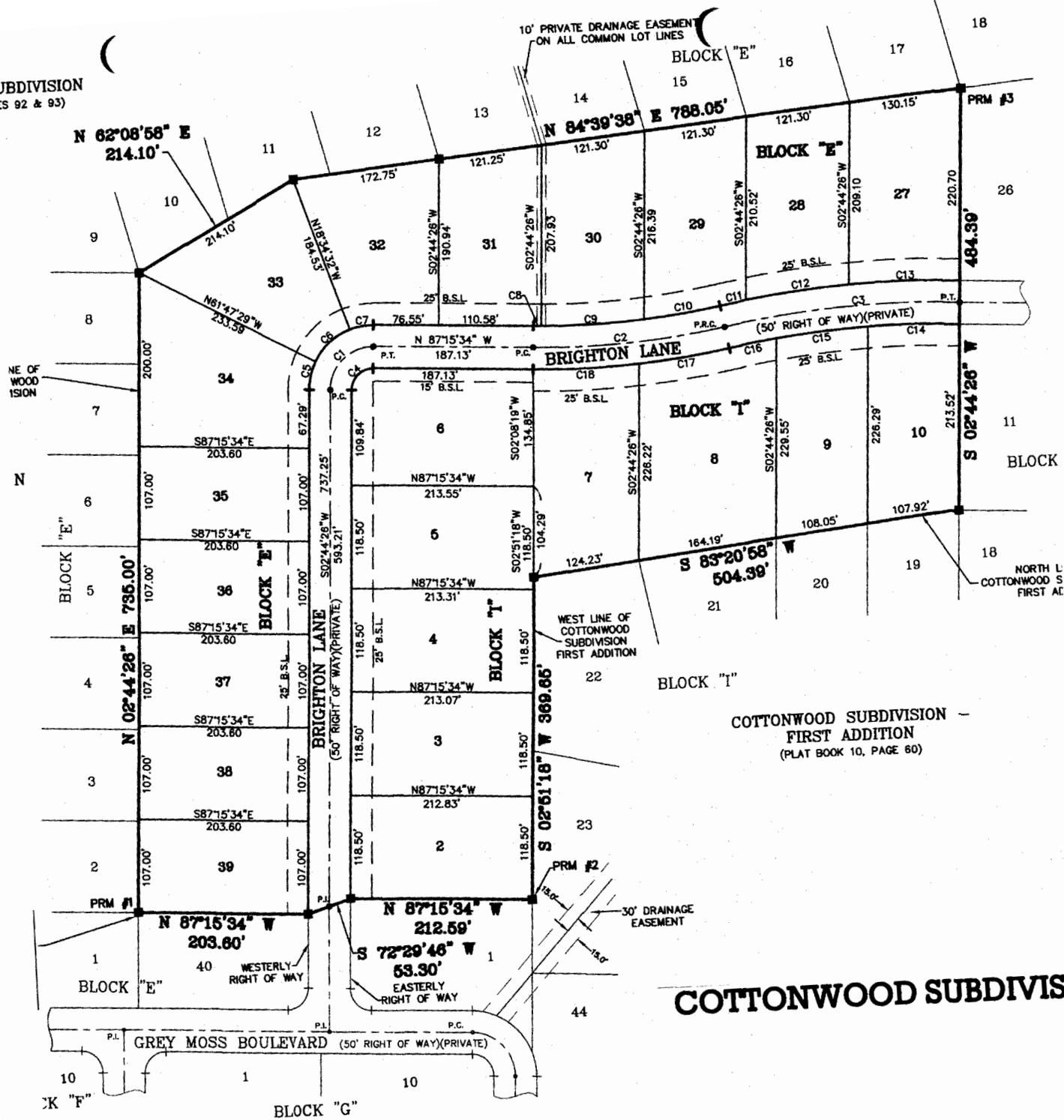
WHISPERING PINES LN

HUNTINGDON ST

BROADFIELD CT

SHAMROCK

JBDIVISION
ES 92 & 93)



COTTONWOOD SUBDIVISION - SECOND ADDITION

COTTONWOOD SUBDIVISION
(PLAT BOOK 9, PAGES 92 & 93)



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:

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

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

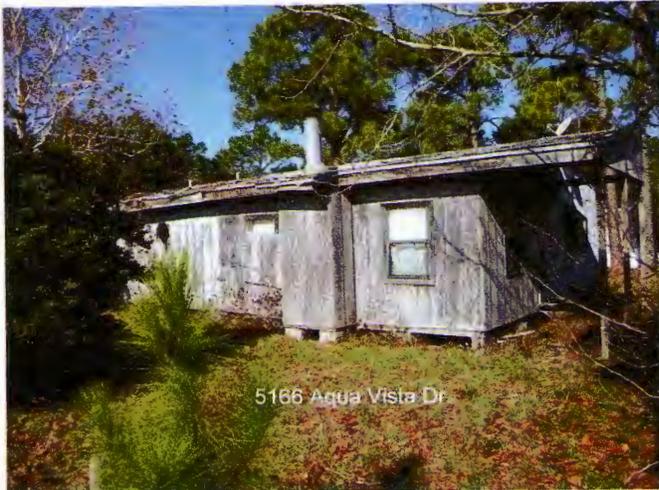
**Community Planning,
Zoning & Development**
Rebecca Cato
Director

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** – 2nd 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.



- **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
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"



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

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.

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"



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: 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 28th 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.

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"

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
Total	\$110,000.00

*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.

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"



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: 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 19th, 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

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"

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).

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"

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

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. ⁰⁰
Various	ADA Wheelchair Accessible	\$ 525. ⁰⁰
Various	Hand Wash Station	\$ 125. ⁰⁰
Extra Clean Per Unit		\$ 75. ⁰⁰ 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. Benjamin County 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)

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

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. ⁰⁰
Various	ADA Wheelchair Accessible	\$ 500. ⁰⁰
Various	Hand Wash Station	\$ 125. ⁰⁰
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:

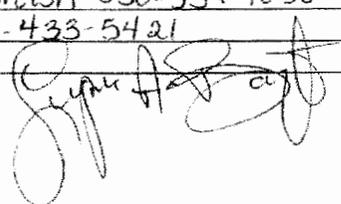
Boyett's has been in business since 1957 and our reputation and service exceeds all others.

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

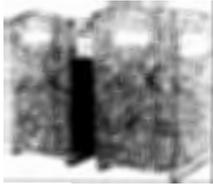
Yes, we understand

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
Email: 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

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

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>
Fund 001:	001 -3990001	Cash Carried Forward	\$ 60,000
	0013 - 531001	Professional Services	\$ 60,000

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 8th 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: Grants Fund	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 **8th** 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

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 8th 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

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: **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>
Fund 302:	9302 – 5990017	Future Capital Outlay	(\$ 3,227)
	9302 – 5910001	To General Fund	\$ 3,227
Fund 001:	001 – 3810023	From Capital Fund	\$ 3,227
	3300 – 564001	Machinery & Equipment	\$ 3,227

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 8th 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

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 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>
From:	001 – 3990001	Cash Carry Forward	\$ 20,899
To:	0030 – 5340011	Contract with BOCC	\$ 20,899

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 8th day Of January, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

HR VII (yellow form)
Revised:
6/18/2010



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 8th 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 **8th** 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>
From:	104 – 33420031	Florida Defense Support Task Force Grant	\$ 20,654
	104 – 3990001	Cash Carried Forward – REPI Funds	\$ 20,654
To:	4011 – 563001	Improvements Other Than Buildings	\$ 41,308

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 **8th 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

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.