



850.623.0174 ■ www.SantaRosaEDO.com ■ 6491 Caroline Street, Suite 4 ■ Milton, Florida 32570-4592

Economic Development Committee

Chaired by: Jayer Williamson

Meeting: January 11, 2016

Economic Development

1. Discussion of approval of new pricing guidelines for county owned, industrial property for existing industry located in Santa Rosa County.
2. Discussion to accept the letter from Gulf Cable withdrawing their bid on 2 acres in the Santa Rosa Industrial Park that was accepted by the BOCC on October 8, 2015.



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To: Santa Rosa County Board of County Commissioners
From: Tina Stewart, Business Development Manager
Through: Shannon Ogletree, CEcD, Director
Subject: Pricing Guidelines for Existing Industry
Date: January 11, 2016

RECOMMENDATION

Approval of new pricing guidelines for existing industries for purchasing county owned property needed for expanding.

BACKGROUND

Current pricing guidelines have been in place since December 1, 2006 and are being used as an incentive for new companies as well as existing companies that want to expand.

Business retention plays a very important role in economic development. Most of our community's job growth and capital investment comes from companies already located here. In order to offer additional incentives for our existing industries, staff would like to offer separate pricing guidelines to be used in the retention of our companies that would like to expand but are being recruited by other states offering additional incentives.



Price Discounts on County Owned Industrial Property for existing industries located in Santa Rosa County

Project Name: _____

1. Total Capital Investment for Expansion			
_____ Under \$500,000	5	→	<input type="text"/>
_____ \$500,000 - \$1M	20	→	<input type="text"/>
_____ >\$1M	25	→	<input type="text"/>
2. Number of New Jobs			
_____ 1 – 9	10	→	<input type="text"/>
_____ 10 – 24	20	→	<input type="text"/>
_____ >25	25	→	<input type="text"/>
3. Number of Current Jobs			
_____ 1-9	10	→	<input type="text"/>
_____ 10-24	20	→	<input type="text"/>
_____ >25	25	→	<input type="text"/>
4. Employee Wage Rate* (at proposed facility)			
_____ 85% to 115%	5	→	<input type="text"/>
_____ 115% to 135% Above Avg	20	→	<input type="text"/>
_____ >150%	25	→	<input type="text"/>
Total Discount Points		→	<input type="text"/>



A. Number of Acres Needed	→	<input type="text"/>
		X
B. Price per Acre before discount	→	\$ <input type="text"/>
		=
C. Total price before discount	A x B →	\$ <input type="text"/>
D. Discount Points	From page 1 →	% <input type="text"/>
E. Per Acre Discount	B x D →	\$ <input type="text"/>
F. Price per Acre after discount	B - E →	\$ <input type="text"/>
G. Total Savings	A x E →	\$ <input type="text"/>
H. Estimated Final Price After Discount	A x F →	\$ <input type="text"/>

To qualify for this pricing discount you must be an industry physically located in Santa Rosa County for at least three years.

If points associated with criteria 1, 2, 3 and 4 are summed to 100 points, this will equate to 100% reduction in dollars per acre. If points associated with criteria 1, 2, 3 and 4 are summed to 0 points, this will equate to 0% reduction in dollars per acre. It is also recommended that the County staff and Santa Rosa EDO be responsible for recommending to the Board any additional criteria applicable on a case-by-case basis.

With respect to expanding industries proposing to purchase County owned industrial zoned property, the base rate for land shall be \$50,000 an acre for property with rail access and for property located in the area served by County provided regional stormwater management, and \$35,000 for that property not having rail access or County provided stormwater management.



With respect to expanding businesses proposing to be located on County owned property within the Whiting Aviation Park, the base rate for land shall range from \$35,000 to \$75,000 an acre depending on its location within the Park. If the parcel to be purchased is adjacent to Marty Martin Way, the base price shall be \$50,000 per acre. If the parcel is adjacent to or has direct access to the taxiway or public tarmac, the base price shall be \$75,000 per acre, all remaining parcels will have a base price of \$35,000 per acre. All County owned parcels within Whiting Aviation Park will be eligible for the same discounts as outlined above.

This incentive shall be limited to those businesses which sell greater than 50% of their product or service outside the region (Okaloosa, Santa Rosa and Escambia Counties) or provide their product or service to local "industry", thereby bringing in new dollars to the County, unless by special exception by the Board of County Commission.

*Average wage rate is determined by Enterprise Florida's *Annual Incentives Average Wage Requirements* Information Sheet. Santa Rosa County's final wage rate is determined at time of closing.

To be competitive in locating good businesses to Santa Rosa County, there needs to be flexibility in these land costs. The flexibility should be related to the financial benefit the business has on the County. These guidelines provide a scale where the increase in points allows a larger reduction in land costs from the previously mentioned base value, and the points are accumulated based on capital expenditure, number of jobs and wage rate. This system provides a rational, non-arbitrary, non-discriminating basis for determining a cost per acre for a prospect.

Effective date:



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To: Santa Rosa County Board of County Commissioners
From: Tina Stewart, Business Development Manager
Through: Shannon Ogletree, CEcD, Director
Subject: Withdrawal of bid from Gulf Cable for 2 Acres in the Santa Rosa Industrial Park
Date: January 11, 2016

RECOMMENDATION

Board approval to accept the withdrawal of the bid from Gulf Cable for 2 Acres in the Santa Rosa Industrial Park.

BACKGROUND

The BOCC accepted a bid from Gulf Cable on October 8, 2015 in the amount of \$35,000 for 2 acres located on Opportunity Drive in the Santa Rosa Industrial Park. The company would like to withdraw their bid at this time.



Santa Rosa County Economic Development Office
Attn: Mr. Shannon Ogletree
6491 Caroline Street
Suite Four
Milton, Florida 32570

January 6th, 2016

Re: Gulf Cable, LLC's Bid for Two Acres

Dear Mr. Ogletree:

At this time, Gulf Cable LLC is withdrawing its bid for 2 acres of land in the Industrial Park.

Sincerely,

A handwritten signature in black ink that reads "Suren Shah".

Suren Shah • Vice President, Operations
Direct 201. 720. 2453 • Mobile 347-291-6444 • Fax 850-476-8427
sshah@wteceenergy.com • www.wteceenergy.com
WTEC : WTEC Energy & Gulf Cable LLC
5700 Industrial Boulevard, Milton, FL 32583

Regular Meeting
October 8, 2015
Milton, Florida

The Board of County Commissioners of Santa Rosa County, Florida, met in Regular Session on the above date with the following members present: Chairman Don Salter, Jayer Williamson, Robert "Bob" Cole, Rob Williamson and Lane Lynchard. Also present were the Public Services Director (Tony Gomillion), Public Works Director (Steven Furman), Clerk of Court's Chief Deputy of Administration (Jim Ward), Administrative Assistant/Office Manager (Emily Spencer), County Administrator (Hunter Walker), County Attorney (Roy Andrews), Assistant County Engineer (Michael Schmidt), and Budget Director (Jayne Bell). Salter called the meeting to order at 9:00 a.m. The meeting was opened in prayer by Pastor David Rowan, Faith Baptist Church. Those present joined in the pledge of allegiance to the flag which was led by Prudence Caskey and Kyle Caskey, Jr. of the Cooperative Extension 4-H Club.

First on the agenda, Salter moved approval without objection of the minutes of the August 27, 2015 Regular and Special Meetings, August 24, 2015 and September 8, 2015 Budget Workshops and September 15, 2015 Budget Hearing.

Next, Salter moved approval without objection of the agenda as amended.

Next on the agenda, Salter read aloud a proclamation proclaiming October 4-10, 2015 as National 4-H Week in Santa Rosa County (Attachment in file).

Prudence Caskey and Kyle Caskey, Jr. accepted the proclamation.

Next, there was a public hearing repealing Ordinance 2005-37, as amended, known as the Santa Rosa County Roadway Impact Fee Ordinance. Salter moved approval without objection of the ordinance.

ORDINANCE NO. 2015-23 RECORDED IN ORD. BOOK NO. 14 AT PAGE 176
AND RECORDED IN OR BK 3469 AT PAGE 259.

Economic Development Committee – Lynchard & J. Williamson

1. Recommend Steve Rhodes of Gulf Power as private sector representative on the CareerSource Escarosa, Inc. Board of Directors. Lynchard moved approval without objection.
2. Recommend bid from Gulf Cable Properties, LLC in the amount of \$35,000.00 for sale of two (2) acre parcel in the Santa Rosa Industrial Park pursuant to Board pricing guidelines. Lynchard moved approval without objection.
3. Discussion of BP settlement and update on Restore. This item was for information only. Lynchard gave an update on the Restore process and the BP settlement.



Santa Rosa County Economic Development Office
Attn: Mr. Shannon Ogletree
6491 Caroline Street
Suite Four
Milton, Florida 32570

September 28, 2015

Re: Gulf Cable Properties, LLC's Bid for Two Acres

Dear Mr. Ogletree:

In response to the public notice of sale of property, Gulf Cable Properties, LLC ("Gulf") hereby submits to the Santa Rosa County Economic Development Office Gulf's bid to purchase two acres of land near Gulf's current Milton, Florida facilities in the amount of

Thirty-five thousand dollars (\$35,000).

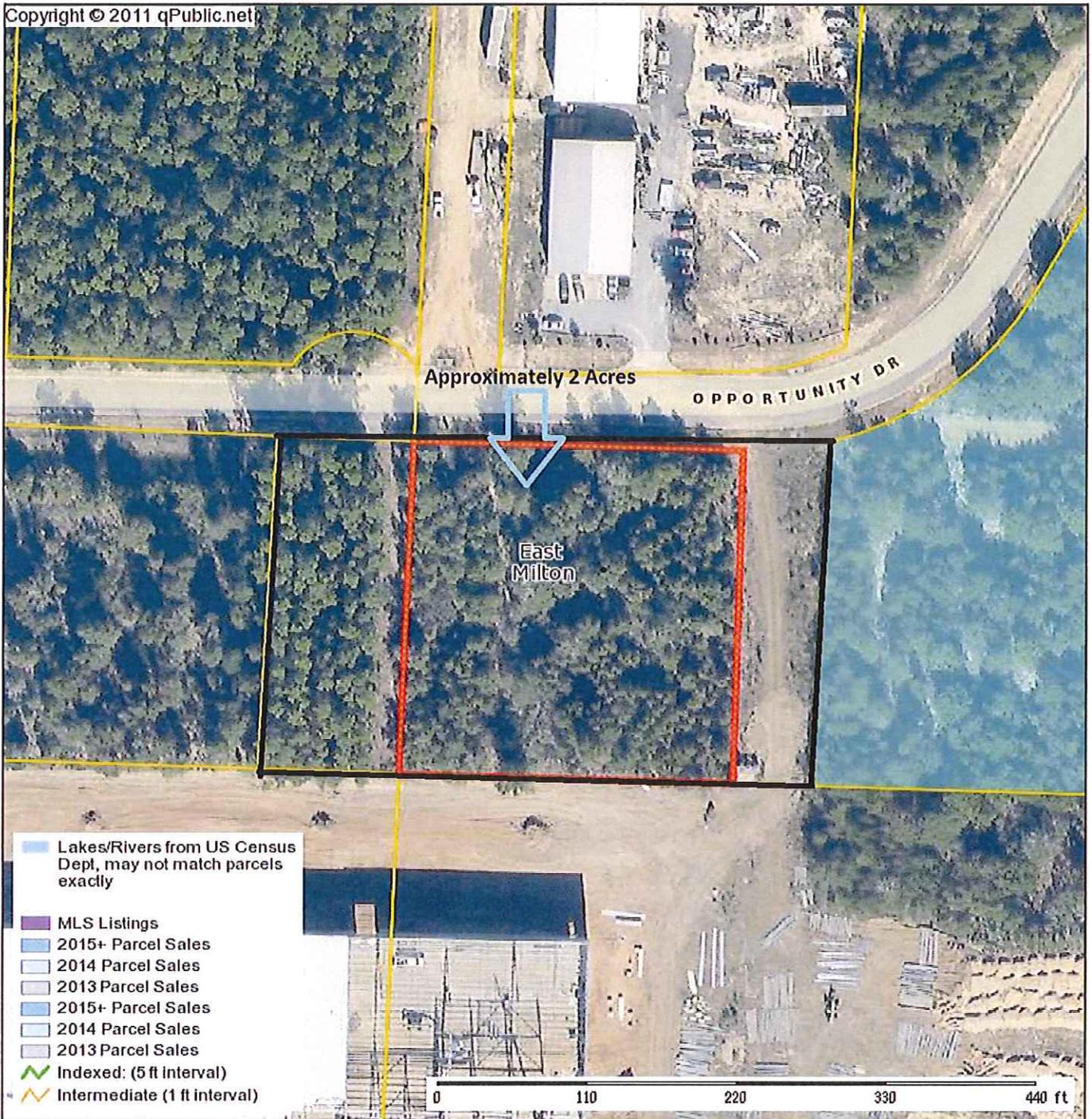
Gulf hereby undertakes to comply with the capital expenditure and job-creation requirements set forth in the public notice. This bid is subject to the parties' mutual agreement on final terms and conditions of sale.

Enclosed please find Gulf's \$500 earnest money deposit.

Sincerely,

A handwritten signature in cursive script that reads "Suren Shah".

Mr. Suren Shah
VP, Operations



January 11, 2016

ADMINISTRATIVE COMMITTEE

1. Discussion of amendment to agreement with Coastal Concessions, LLC for operation and management of the Navarre Beach Gulf Pier and Concessions.
2. Discussion of employment agreement with Brandi Whitehurst as the Public Information Officer.
3. Discussion of scheduling Board planning workshop on Monday, February 1, 2016 at 1:00 p.m.
4. Discussion of approval of Amendment #1 and accompanying resolution to increase the beautification/landscape grant award for US 98 project in Navarre.
5. Discussion of Amendment #1 to Agreement with Florida Department of Environmental Protection for Florida Recreation Assistance Program (FRDAP) grant for improvements to Navarre Park.
6. Discussion of Memorandum of Understanding with FEMA and Northwest Florida Water Management District for involvement in the Pensacola Bay Risk MAP Project.
7. Discussion of renewal of contract with Edmund Graber Governmental Affairs.
8. Discussion of addition of sidewalks to connect the Navarre Senior Center and Navarre Public Library to Highway 87. To be funded from Area 3 impact fees which currently has a balance of \$980,489.
9. Discussion of waste disposal fees and implementation schedule.
10. Discussion of declaration as surplus property items from the Development Services/Building Inspection and Road and Bridge Department as recommended by the Clerk of Courts.
11. Discussion of Avalon Boulevard Construction – Com. Cole.
12. Discussion of HB191 and SB318, Regulation of Oil and Gas Resources – Com. J. Williamson.
13. Discussion of allocation in amount not to exceed \$15,000.00 for Outdoor Movie Night events each Saturday in April from District One recreation funds – Com. J. Williamson.

14. Discussion of 5K run/cross training workout event at the boat ramp parking lot at Navarre Beach on Saturday, February 27, 2016 requested by Average Joe's CrossFit.
15. Discussion of use of the Navarre Beach parking lot on April 2-3, 2016 for a two day fitness competition requested by CrossFit Navarre.
16. Discussion of Sharks and Champagne event at the Navarre Beach Park Saturday, April 1, 2016 hosted by the Navarre Beach Marine Science Station.
17. Discussion of Fourth Annual Autism OdysSea event at the Navarre Beach Park Saturday, April 23, 2016 hosted by the Navarre Beach Marine Science Station.
18. Discussion of annual Marine Sanctuary Run for the Reef 5K race on Navarre Beach Saturday, October 8, 2016 sponsored by the Navarre Chamber Foundation.
19. Discussion of use of Administrative Center parking lot for The Warrior Ride, February 24-27, 2016.
20. **INFO ONLY:** Public Hearing items scheduled for 9:30 a.m. Thursday, January 14, 2016:

An ordinance relating to Santa Rosa County; establishing boating restrictions/regulations for Polynesian Isles Canals.

Vacation of Alleyway between lots 3-12 and lots 13-22 in Block 656 of the Avalon Beach Subdivision as requested by Tim Legge and Jerri L. May.



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

TONY GOMILLION, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

TO: Board of Commissioners

FROM: Tony Gomillion, County Administrator

DATE: January 11, 2014

SUBJECT: Coastal Concession

DISCUSSION

Coastal Concessions will discuss their current status and present recommendations for future amendments to the lease to operate the Navarre Beach Pier and Store. This item is a continuation of the discussions from the December 10, 2015 meeting.

BACKGROUND

The current lease was entered into on January 1, 2014, and is scheduled to expire on December 31, 2016. The County attorney sent a letter to the lessee in November which outlined the outstanding balances owed and set forth the terms of default. During the Board's discussion in December, the Board allowed for certain exceptions to that default until the January 11, 2016 meeting. Included in the backup, is a copy of the information supplied by the lessee, a copy of the County Attorney's letter dated November 17, 2015, a copy of the lease agreement, and the report from the Clerk's office as of January 6th.

ACTIONS TO BE CONSIDERED

- 1) A decision concerning default status and/or lease amendments. Also, considerations for forgiveness of some portion of outstanding fees due.
- 2) If the lessee is declared in default? Conduct a Board discussion of the ongoing operations.
 - a. Possibly have a "Visit the Pier month in January" for free in order to allow time for well thought out operational plan on gate collections.
 - b. Staff has done some research on the possibility of a card reader automated gate but have not found a fisherman friendly version for consideration at this point.



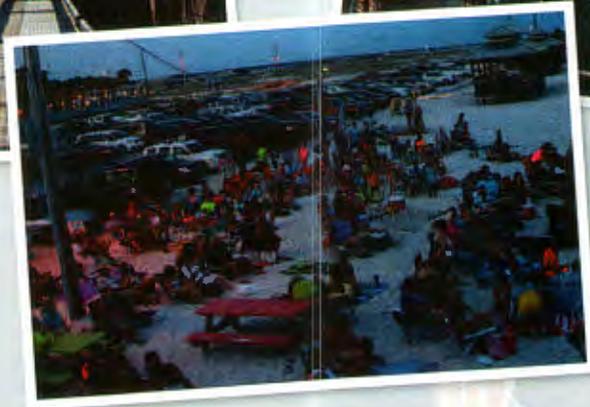
COASTAL CONCESSIONS

Proposal to Amend Pier Agreement 2016





COASTAL CONCESSIONS



THE PIER BY THE NUMBERS

PIER COLLECTIONS 2010 - 2015



Coastal Concessions has continually increased collections for the County. In 2014 collections totaled \$292,861 and 2015 broke all records with a total collected of \$350,089.



COASTAL CONCESSIONS



As everyone knows, Coastal did not inherit the promised turn-key operation.

You made a deal with the county for a turnkey operation and then you had to outlay \$180,000 to get this to a functional business...It doesn't look like we met our end of the bargain.

—Rob Williamson — Dec. 7

The main objective for year one was to re-build and focus on operations. The idea is not to dwell on the past, but to remind the County the hardships we have had to overcome.

The immediate needs that we had to address included getting rid of a huge rodent problem, trouble shooting the electrical, plumbing, sewer and communication lines.

The condition was much worse than we could have anticipated.

Coastal Concessions set aside \$50,000 - \$65,000 for a turn-key operation.

Instead we spent a total of **\$179,170** for a complete rebuild. The costs are as follows:

Kitchen:

Hood system \$12,500

Equipment \$14,219

Walls/flooring \$4,500

Contractor \$38,406

Total: \$69,625

Store:

Shelving \$800

Flooring \$450

Countertop \$395

Equipment \$3,400

Total: \$5,045

Bar:

Build out \$55,200

Walk in \$9,400

Equipment \$9,300

Total: \$73,900

Misc:

Seating \$9,200

Trash cans \$800

Internet \$3,600

Electrical \$4,200

Total: \$30,600

Coastal Concessions made tremendous strides in a very short time. We built a new kitchen, remodeled and upgraded the store, build a new bar, installed a new walk-in refrigerator, built a new down stairs bar, upgraded power, water and communications lines. We rid the pier of drugs, underage drinking, fights and loud music and have turned it into a family environment.



COASTAL CONCESSIONS



Coastal Concessions appreciates the opportunity to manage Navarre's beloved pier. To ensure successful operations of Navarre Beach Fishing Pier, in the past two years the company has made strides in bringing families back to the pier. We remain on the front lines for the County every day.

Now that we have become fully operational we would like to focus our energy on improving the aesthetics, marketing, and fine tune operations. Now that we have managed the contract for two years we have been able to find out where the majority of our expenses are being used for.

We are asking for reimbursement of our initial expenses of \$179,170 and one of the options below.

OPTION 1:

Coastal Concessions will continue to maintain pier operations absorbing expenses and labor in exchange for a \$10,000.00/month credit or a direct payment from the County.

County pays pier lights and water and bathroom lights and water.

OPTION 2:

County takes responsibility for all pier and public restroom expenses including trash bags, garbage cans, benches, trash pick-up, cleaning, pressure washing, water, and power with the addition of labor. Preferably, all accounts would then be in the county's name as reimbursements will only add to the chaos. Coastal will assist whenever needed. It is in our best interest to keep the pier open for business. In the event of a county scheduling conflict Coastal will ensure it stays open. County will have a separate POS system.

County pays pier lights and water and bathroom lights and water.

OPTION 3:

Same as option 2 but with split labor costs. Coastal Concessions will provide pier labor for the months of March 1st - September 30th. County will provide pier labor for the months of October - February. Annually, this will help both party's labor cost. County will maintain a separate POS system and deposit.

County pays pier lights and water and bathroom lights and water.





COASTAL CONCESSIONS

In regards to the pier itself, excluding the restaurant, store and bar), the County receives 100% of pier admissions. However, Coastal Concessions is responsible for 100% of the pier expenses. More than \$250,000 has been spent to maintain the pier itself. Below is a breakdown of our costs per month to operate the pier and collect admissions:

Expense	Monthly	Annually
Labor (minus store hours)	\$3,308.50	\$39,702
Cleaning Labor	\$ 540.00	\$ 6,480
Internet/Phone/Alarm	\$ 336.00	\$ 4,032
Paper/cleaning products	\$1,400.00	\$16,800
Trash	\$ 582.50	\$ 6,990
Pressure Washing	\$ 490.00	\$ 5,880
POS Service Charge	\$ 50.00	\$ 600

Total Investment:

Initial Investment	\$179,170
23 month Expense	\$154,261
Initial POS Investment	\$ 12,800
Total	\$346,231





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ROB WILLIAMSON, District 4
R. LANE LYNCHARD, District 5

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

November 17, 2015

CERTIFIED MAIL, RETURN
RECEIPT REQUESTED

Mr. Scott Rayner, Managing Member
COASTAL CONCESSIONS, LLC
2270 Highway 87
Navarre, Florida 32566

RE: Navarre Beach Gulf Pier

Dear Mr. Rayner:

Pursuant to the Agreement for Operation and Management of Navarre Beach Gulf Pier and Concessions dated January 1, 2014, entered into between your company and Santa Rosa County, Florida, you are hereby notified that you are in breach of the said Agreement by your failure to pay the following sums:

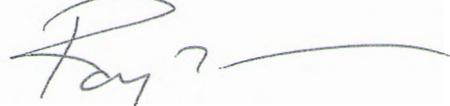
\$ 6,996.60	}	2014 Audit under reported admission fees
\$ 186.43		2014 Audit 3.1% under reported sales
\$ 8,124.77		2014 Audit Late Fees
\$ 28,762.61		September Collections
\$ 1,438.13		Late fee on September Collections
\$ 1,438.13		Returned check fee on September Collections
\$ 28,908.02		Utilities paid by the County on behalf of Coastal Concessions
(Unknown)		October Collections – due 11-16-2015
(Unknown)		Late Fee on October Collections – due 11-16-2015

You are required to remove and cure this breach within thirty (30) days of the date of this notice. Failure to do so will result in Santa Rosa County declaring the agreement rescinded and the County will, without further notice, re-enter and retake possession of the premises.

Mr. Scott Rayner, Managing Member
November 17, 2015
Page 2

PLEASE BE GOVERNED ACCORDINGLY.

Sincerely,

A handwritten signature in black ink, appearing to read "Roy V. Andrews", with a long horizontal flourish extending to the right.

Roy V. Andrews
County Attorney

RVA/wcp

cc: Mr. Scott Rayner, Managing Member (U. S. Regular Mail)
Santa Rosa County Board of County Commissioners
Hunter Walker, County Administrator

**STATE OF FLORIDA
COUNTY OF SANTA ROSA**

**AGREEMENT FOR OPERATION AND MANAGEMENT
OF NAVARRE BEACH GULF PIER AND CONCESSION**

THIS AGREEMENT FOR OPERATION AND MANAGEMENT OF NAVARRE BEACH GULF PIER AND CONCESSION, hereinafter called the "contract", is effective as of January 1, 2014, ("Effective Date"), between SANTA ROSA COUNTY, whose address is 6495 Caroline Street, Milton, Florida 32570, (hereinafter the "County") and TC'S COASTAL PIER, LLC, a Florida limited liability company, whose address is 33 Hoffman Drive, Gulf Breeze, Florida 32561, (hereinafter the "Contractor").

SECTION I - PREMISES

County hereby contracts with Contractor for management of the Navarre Beach Gulf Pier and other amenities on the following property located on Santa Rosa Island, Santa Rosa County, Florida, to-wit the "Premises".

See attached Exhibit "A"

SECTION II - TERM OF CONTRACT

This contract shall extend for a period of three (3) years beginning with the Effective Date. This contract may be extended upon the agreement of both parties for up to two (2) additional one (1) year terms. All terms, provisions and conditions of any renewed contract, other than the term of years shall be subject to negotiation and change.

SECTION III - USE OF PROPERTY

A. The above described property is made available to Contractor through this contract solely for Contractor to provide management of the Navarre Beach Gulf Pier and Premises, as follows:

1. Management of the Navarre Beach Gulf Pier. Contractor shall ensure that the Navarre Beach Gulf Pier (hereinafter "the Pier") is available for walking, fishing and similar recreation. Therefore, Contractor agrees:
 - a. To provide onsite management and maintenance of the Navarre Beach Gulf Pier and to insure that all services are provided in a professional and courteous manner;
 - b. To insure that all possible measures are taken to safeguard the health and well being of patrons of the pier and concession;
 - c. To insure adherence to all applicable regulatory requirements.
2. Operation of Pier Store/Concessions. The area depicted in Exhibit "B" shall be operated as a pier store and concession area in which Contractor shall engage in the

sale of food, snacks, bait, beverages, souvenirs and gifts, sundries, T-shirts, and appropriate fishing equipment. In so providing, Contractor agrees:

- a. To provide a quality bait, tackle, and rental fishing equipment concession available to the public during all pier operating hours;
 - b. To provide and maintain a quality food concession; and
 - c. To provide and maintain clean, quality public restrooms.
 - d. In addition to the above, Contractor may, but shall not be obligated to, provide rental of kayaks, surfboards, paddleboards, snorkel equipment, bicycles and similar items. With each such rental, patrons shall receive proper safety equipment and information regarding areas of the beach on which any of them items is not permitted.
3. Operation of Pier Restaurant. Contractor is desirous of operating a restaurant on the premises. Contractor shall establish a restaurant in the area depicted as Exhibit "C," provided that in no way shall public access to the pier, pier store, or restrooms be inhibited by the restaurant. In so establishing the restaurant, the parties agree:
- a. Contractor shall obtain approval from County in advance of the plans and specifications of the restaurant;
 - b. Restaurant shall serve lunch and dinner, seven-days per week. Serving breakfast shall be optional.
 - c. Contractor's restaurant hours may not be more expansive than the hours established by the County for the pier, though the restaurant is not required to be open for the entirety of the hours of pier operation (provided 3.b., above is complied with).
 - d. The restaurant shall be closed when the pier is closed, unless otherwise approved by the County.
4. For all portions of the Premises, Contractor shall:
- a. Provide a high level of supervision, safety and maintenance of the pier which will ensure that the pier can be enjoyed equally and safely by all members of the public;
 - b. Provide for quality family-oriented use of the pier as a multi-recreational facility.
 - c. Contractor will pay all utility costs associated with all parts of the premises.
 - d. Contractor will provide daily trash collection around and from the premises, including regular removal of refuse from the adjacent parking lot. Contractor shall pay for and maintain a dumpster in the adjacent parking lot for the disposal of refuse.
 - e. Contractor will be responsible for the cleanliness and safety on the premises and shall not permit refuse to accumulate on any portion thereof. Contractor shall maintain the premise is a neat and attractive manner.
 - f. Contractor will be responsible for the patrons to adhere to all pier rules established by Santa Rosa County.

- g. Contractor will be responsible for hosing the pier daily or as needed and shall provide all paper products, trash bags and cleaning supplies necessary for the performance of the duties outlined herein.

B. The Contractor further agrees to comply with the State of Florida Sovereignty Submerged Land Lease (No. 570001181) covering the Premises (attached hereto as Exhibit "D") and any amendments thereto.

SECTION IV - CONTRACT FEES

A. Pier admission fees. Contractor hereby agrees to collect pier admission fees and to pay to the County all sale receipts for entry to the Navarre Beach Gulf Pier. Admission fees, including the price and availability of annual, weekly or other special passes, shall be as set by County. Contractor shall not waive, reduce or deviate from the County's set fee schedule. A copy of the fee schedule is attached hereby as Exhibit "E," which schedule may be amended by the County from time to time. These fees are not deemed rental but are revenue of the County collected for County by Contractor.

Contractor shall remit the previous month's admission fees to County on or before the fifteenth (15th) of each month. If not received by the County, at the address designated herein, by the sixteenth (16th) of the month, Contractor shall pay to County a late fee equal to five percent (5%) of the amount due. Failure to remit fees by the thirtieth (30th) of the month shall be deemed as a major and material default under the terms of this lease.

Contractor shall maintain a separate point-of-sale cash register/electronic accounting control equipment, acceptable to County, to account for admissions fees. Admission fees must be readily distinguishable from sales associated with the pier store or restaurant. Any and all costs related to the purchase, programming, installation and maintenance of this equipment shall be the sole responsibility of the Contractor. Cash register tapes must be maintained and made available upon demand during the entire term of the contract. Cash register receipts must be offered to each customer immediately after each transaction and sale. No exceptions may be made by the Contractor for these procedures without the written approval of the County. An accounting for each month must accompany Contractor's monthly remittance to County. Contractor's system shall permit County remote access to review pier admissions in "real time."

B. Percentage of revenue: In addition to pier admissions, Contractor hereby agrees to remit to County three and one-tenth percent (3.1%) of gross revenues received by the pier store and the pier restaurant.

Contractor shall remit the previous month's revenue percentage to County on or before the fifteenth (15th) of each month. If not received by the County, at the address designated herein, by the sixteenth (16th) of the month, Contractor shall pay to County a late fee equal to five percent (5%) of the amount due. Failure to remit revenue percentage by the thirtieth (30th) of the month shall be deemed as a major and material default under the terms of this lease.

Contractor shall maintain a separate point-of-sale cash register/electronic accounting control equipment, acceptable to County, to account for sales/revenue. Admission fees must be readily distinguishable from sales associated with the pier store or restaurant. Any and all costs

related to the purchase, programming, installation and maintenance of this equipment shall be the sole responsibility of the Contractor. Cash register tapes must be maintained and made available upon demand during the entire term of the contract. Cash register receipts must be offered to each customer immediately after each transaction and sale. No exceptions may be made by the Contractor for these procedures without the written approval of the County. An accounting for each month must accompany Contractor's monthly remittance to County.

SECTION V - INSURANCE AND INDEMNITY

All personal property which may be on the Premises during the term of this contract shall be there at the sole risk of Contractor, or those claiming under Contractor, and County shall not be liable to Contractor, or any other persons for property in or upon the Premises. Furthermore, County shall not be liable to Contractor or to Contractor's employees, patrons, licensees, permittees, visitors, successors or assigns, for any damage to property or injury to person caused by the act of negligence of any other user of the facilities. Contractor accepts the Premises as wholly suitable for the purpose for which it is contracted and agrees to hold County harmless from any claims based on the condition or suitability of the Premises.

Additionally, Contractor hereby agrees to defend, indemnify and save harmless County from any and all claims, demands, suits, judgments, costs, liabilities or expenses on account of any loss or injury occurring on the Premises, or on any adjoining public property utilized by Contractor for any special event or activity approved by the County, unless the claim is for injuries or damages caused by the negligence of the County.

Contractor shall purchase and maintain commercial general liability insurance endorsed to provide contractual liability with limits in the amount of not less than \$1,000,000 combined single limits. Santa Rosa County, its agents, and employees shall be listed as an additional insured under the commercial general liability. Contractor shall also maintain separate liquor liability insurance with minimum coverage of \$1,000,000, naming Santa Rosa County as additional insured.

Contractor shall purchase and maintain statutory worker's compensation coverage, including employer's liability, unless not required by law because contractor employs no employees. All such coverages shall be written with insurance companies admitted to do business in Florida. Any policies written with non-admitted insurance companies shall be subject to specific approval by the County. Insurance certificates shall be provided to the County, and these certificates shall contain a thirty (30) day cancellation clause.

SECTION VI - COMPLIANCE WITH LAWS

Contractor agrees to comply with all laws, ordinances, rules and regulations now in effect or, subject to Contractor's contractual rights set forth in this contract, hereafter enacted by any governmental body having jurisdiction over the Premises, and Contractor shall not make or allow to be made any unlawful, improper or offensive use of the Premises and shall keep the Premises in a clean, attractive and safe condition. Contractor further agrees to exercise all reasonable safety measures in the operation of its businesses for the protection of the public.

SECTION VII - MAINTENANCE OF REQUIRED LICENSES

Contractor shall obtain all licenses required by all governmental authorities having jurisdiction over the Premises for the type of business operated by Contractor and shall maintain all required licenses during the term of this contract.

SECTION VIII - TAXES AND ASSESSMENTS

Contractor shall pay and discharge all future taxes, sales taxes, use taxes, assessments, duties, impositions and burdens assessed, charged or imposed upon the Premises. In addition, upon notice from County, Contractor agrees to assume County's defense and indemnify County for any claim related to all existing and future taxes, sales taxes, use taxes, assessments, duties, impositions, and burdens assessed, charged or imposed upon the Premises, which relate to Contractor's tenure as pier manager.

SECTION IX - COUNTY'S ACCESS

The County and its designated agents, shall at all reasonable times have access to the Premises for the purpose of inspecting and determining whether Contractor has complied with its obligations pursuant to this contract.

SECTION X - PROHIBITED USES

Contractor covenants and agrees not to use or occupy the Premises for any purpose other than herein specified, or permit the same or any part thereof to be used or occupied for any purpose or business other than herein specified, without the prior written consent of the County.

SECTION XI - OPERATION AND CONDUCT OF BUSINESS

Contractor covenants and agrees as follows:

- A. To comply with all laws and regulations relating to the operation of any business, and to any property used in connection therewith, on the Premises and to operate said business in a first class manner consistent with the public purpose to be served by the County and in the best interest of the public.
- B. Not to knowingly permit or suffer any nuisance or illegal operations or course of conduct of any kind on the Premises.
- C. The County shall have the right to audit all records, documents, and books pertaining to pier admission fees at any time. Such audit will be conducted at locations and at a frequency determined by the County and/or the County and communicated to the Contractor. The Contractor agrees to provide any requested materials for the audit at the designated place within five (5) days after the County notice is received. Books of original entry and source documents shall be retained for a period of not less than three (3) years.

- D. The Contractor agrees to cooperate with the County in conducting surveys, providing reports of visitor contacts and responding to County inquiries about public usage of the concession or facility services.
- E. The Contractor agrees the premises shall be open and adequately staffed seven (7) days per week. Contractor may request changes to the hours, including holiday closures and hours, of the County. The County shall establish the hours during which the premises shall be open, which hours may be amended from time to time at the sole discretion of County. The operational hours in effect upon the effective date of this agreement are attached hereto as Exhibit "F." If Contractor develops a restaurant on the premises, it may establish the operational hours of the restaurant, provided those hours are not earlier in the day nor later in the evening than those hours established by County.
- F. Within forty-five (45) days of the execution of this agreement, Contractor shall submit to County an annual Business and Operations Plan, subject to the approval of County, which shall not be unreasonably withheld. Contractor shall upon each anniversary of this agreement submit for approval its Business and Operations Plan for the following year. County approval shall not be unreasonably withheld.
- G. Periodic cold weather or rain shall not be considered as sufficient cause to cease business operations at the Navarre Beach Gulf Pier; however Contractor reserves the right to request closure during conditions unsuitable for its use including extended periods of inclement weather and/or dangerous and unsafe conditions. The County's approval of closure in such cases shall not be unreasonably withheld. In addition, the County, through the actions of its County Administrator, reserves the right to close all or any portion of the premises in the event of tropical storm, hurricane or other condition in which the County Administrator, in his sole discretion, deems that closure is in the best interest of the public.
- G. There shall be no discrimination as to race, sex, color, creed, age or national origin in the operations referred to by this contract; and further, there shall be no discrimination regarding any use, service, maintenance, or operation of the Premises.
- H. Contractor shall be permitted to store certain items beneath the pier in an enclosure acceptable to County.
- I. The premises include a sand area (Exhibit "G") on which Contractor may (but shall not be required to) establish no more than two volleyball courts. The area may also be used for activities typically associated with a public beach, such as picnicking, sunbathing, etc. but shall be put to no other uses. Should Contractor desire to light the area, it shall do so in a manner which is in compliance with local and state laws and which is acceptable to County.
- J. County reserves the right to regulate lighting on all portions of the leasehold premises, including requiring removal of lights which may be detrimental to sea- or wildlife or requiring that certain lights remain on for safety.

- K. Contractor acknowledges that the premises exist for the use of the general public and not for private events. As such, no portion of the pier shall be closed for a private event. The restaurant may not be open for private parties or otherwise for hours in excess of those established by County.
- L. Contractor shall make every effort to insure that no fisherperson uses "chum" to attract any shark or other sea life.
- M. Contractor shall not permit amplified sound on the premises between the hours of 10:00 p.m. and 8:00 a.m. Contractor shall take whatever steps are required by County, in County's sole discretion, to insure that noise from the premises does not impact surrounding properties, including but not limited to the elimination of amplified sound or elimination of music.
- N. The use of the premises by private entities or individuals for commercial activities, i.e. exercise or dance classes, etc., shall be prohibited, except for private events in the restaurant as previously outlined herein.
- O. Contractor shall be permitted to use the name "Navarre Pier"/"Navarre Beach Pier" and variations thereof in advertising and social media. However, County reserves the right to approve all content. **At the expiration of this contract, all social media accounts, websites and advertising shall be transferred to County.**
- P. Registered sex offenders and registered sexual predators are not permitted on the premises. Contractor shall conduct pre-employment background screenings on its employees to ensure that they are not registered sex offenders or registered sexual predators.
- Q. Contractor shall annually provide college scholarships of at least \$1500 to deserving Santa Rosa County students and shall furnish proof of same to County.

**SECTION XII - ENFORCEMENT OF CONTRACT; FORFEITURE;
BREACH; REMEDIES; NONWAIVER; ATTORNEY'S FEE**

A. County may enforce the performance of this contract in any manner provided by law. The following actions or failures on the part of the Contractor shall constitute a breach under the terms of this contract ("Event of Breach"):

1. If Contractor shall desert or vacate the Premises;
2. If breach shall be made by the Contractor in the payment of fees as specified in this contract;
3. If breach shall be made by Contractor in the performance of any of the terms or conditions of this contract that Contractor is to perform;
4. If Contractor shall fail to comply with any of the statutes, ordinances, rules or regulations of any governmental body governing or regulating the Contractor's business;

5. If Contractor shall file a petition in bankruptcy, or make an assignment for the benefit of creditors, or be adjudicated a bankrupt, or take advantage of any insolvency act.

B. Upon the occurrence of an Event of Breach and if Contractor shall not have completely removed or cured the breach within thirty (30) days from the date of County's written notice to Contractor of breach and of County's intention to declare the contract rescinded, this contract shall come to an end as if the date established by notice of rescission were the date originally fixed herein for the expiration of the term of this contract without any further notice from County to Contractor. Additional time to cure any breaches in the contract may be granted by the County for good cause, and such approval will not be unreasonably withheld. County or County's agent or attorney shall thereafter have the right, without further notice or demand to reenter and remove all persons and Contractor's property from the Premises without being deemed guilty of any trespassing.

C. In the event any report or payment in full required under this contract is not submitted on or before the date specified, the Contractor will owe the County \$100 in late reporting fees. In the event full payment of all fees due shall not be made to the County within fifteen (15) days after the date on which such payment becomes due, there shall be a late charge payment of ten percent (10%) of the amount due.

D. The failure of County in anyone or more instances to insist, on the strict performance of any of the terms or conditions of this contract, or to exercise any option set forth in this contract, shall not be construed as a future waiver, or a relinquishment of the provision or option, but it shall continue and remain in full force and effect. The receipt by County of fees, with knowledge of the breach of any term or condition hereof, shall not be deemed a waiver of the breach and no waiver by County of any provision hereof shall be deemed to have been made unless expressed in writing and signed by County.

E. If the County retains attorneys, auditors or others to assist it in the collection of any sums due hereunder, which are not paid on the due date, or to enforce any of the provisions of this contract or to seek its termination, Contractor shall pay reasonable enforcement, collection, attorney's fees, auditor costs, or other costs incurred, whether or not suit is necessary. If a legal action is filed to collect any sums falling due hereunder, to enforce any provisions hereof or to terminate this contract, Contractor shall pay all reasonable costs, expenses and charges incurred in said proceedings, including costs incurred for any appeals.

F. It is expressly agreed and understood that this Section is a material part of this contract and that the County entered into this contract and agreed to the terms and conditions set forth herein, in reliance on its rights set forth in this Section.

SECTION XIII - INDEPENDENT CONTRACTOR

It is acknowledged that at all times the Contractor is performing as an independent Contractor and not as an employee, representative or agent of the County and that neither the Contractor nor its employees are entitled to accrue any benefits of County employment, including retirement benefits and any other rights or privileges connected with employment in the Santa Rosa County Civil Service.

It is understood and agreed that no part, parcel, building, structure, equipment or space is leased to the Contractor, that it is a contractor and not a lessee; and that the Contractor's right to operate the pier and concession shall continue only so long as the pier and concession operations comply with and are in accordance with the terms and conditions of this contract.

SECTION XIV - END OF TERM

Upon the expiration or sooner termination of this contract, Contractor shall be allowed a period of fifteen (15) days in which to remove all personal property, and Contractor shall leave all improvements in as good a state and condition as reasonable use and wear will permit.

SECTION XV - PARAGRAPH HEADINGS

The paragraph headings in this contract are intended for convenience only and shall not be taken into consideration in construction or interpretation of the contract or any of its provisions.

SECTION XVI - ENTIRE CONTRACT

Except as provided below, this instrument constitutes the entire contract between County and Contractor on the subject of this contract, and, except as provided for herein, all prior or contemporaneous oral or written agreements or representations of any nature with reference to the subject matter of this contract are canceled and superseded by the provisions of this contract.

SECTION XVII - WAIVER

Failure on the part of County to complain of any action or nonaction on the part of Contractor, no matter how long it may continue shall never be deemed to be a waiver by the County of any of its rights under this contract. Further, the County and the Contractor covenant and agree that should the County at any time waive any provisions of this contract as to any action by Contractor requiring County's consent or approval, the County shall not be deemed to have waived or render unnecessary County's consent or approval as to any subsequent similar act by Contractor.

SECTION XVIII - NONASSIGNABILITY

No whole or partial assignment or subcontracting of this contract, or of any duty or obligation of performance arising hereunder, shall be made by Contractor without the prior written consent of the County.

Contractor shall not sell, assign or transfer any interest greater than five percent (5%) of the interest in its limited liability company without the prior written consent of County, nor shall Contractor sell, assign or transfer or permit the sale, assignment or transfer of any interest greater than five percent (5%) in any entity which is a member of the limited liability company without the prior written consent of County. This restriction on sale, transfer and assignment shall extend to any entity which is a member or stockholder of any entity holding an interest in the limited liability company's management entities.

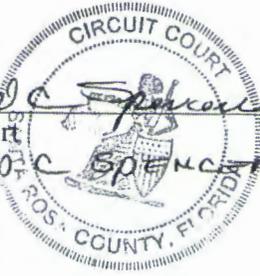
SECTION XIX- MODIFICATIONS IN WRITING

No modifications or amendments to this contract will be permitted without prior approval from the County and its legal counsel. Any and all modifications or amendments must be in writing and executed by both parties.

IN WITNESS WHEREOF the undersigned have signed their names and set their seals this 12th day of December, 2013.

**BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA**

ATTEST:


Donald C. Spencer
Clerk of Court

By: Jim Melvin
Jim Melvin, Chairman

**LESSEE: TC's COASTAL PIER, LLC.
BY COASTAL CONCESSIONS, LLC,
ITS MANAGING MEMBER AND
INCITE SOLUTIONS, LLC,
ITS MANAGING MEMBER, AND
WISE CHOICE HOLDINGS, LLC,
ITS MANAGING MEMBER**

WITNESSES:

Merry Andrews
Sarah Duffalo
Merry Andrews
Sarah Duffalo

By: Scott Rayner
Scott Rayner Managing Member for
Incite Solutions, LLC

By: Joseph Bryant
Joseph Bryant, Managing Member for
Wise Choice Holdings, LLC

**STATE OF FLORIDA
COUNTY OF SANTA ROSA**

BEFORE ME, the undersigned authority, personally appeared Scott Rayner, as Managing Member for Incite Solutions, LLC, and who is personally known to me or who has produced _____ as identification and who acknowledged before me that the foregoing instrument was executed for the purposes therein expressed.

SWORN TO AND SUBSCRIBED this 12th day of December, 2013.

**MERRY A. ANDREWS
NOTARY PUBLIC - STATE OF FLORIDA
COMMISSION # EE 860 697
MY COMMISSION EXPIRES MARCH 8, 2017**

Merry A. Andrews
Notary Public
My Commission Expires: March 8, 2017
Commission No.: EE 860 697

STATE OF FLORIDA
COUNTY OF SANTA ROSA

BEFORE ME, the undersigned authority, personally appeared Joseph Bryant, as Managing Member for Wise Choice Holdings, LLC, and who is personally known to me or who has produced _____ as identification and who acknowledged before me that the foregoing instrument was executed for the purposes therein expressed.

SWORN TO AND SUBSCRIBED this 12th day of December, 2013.

MERRY A. ANDREWS
NOTARY PUBLIC - STATE OF FLORIDA
COMMISSION # EE 860 697
MY COMMISSION EXPIRES MARCH 8, 2017

Merry Andrews
Notary Public

My Commission Expires: March 8, 2017

Commission No.: EE860697

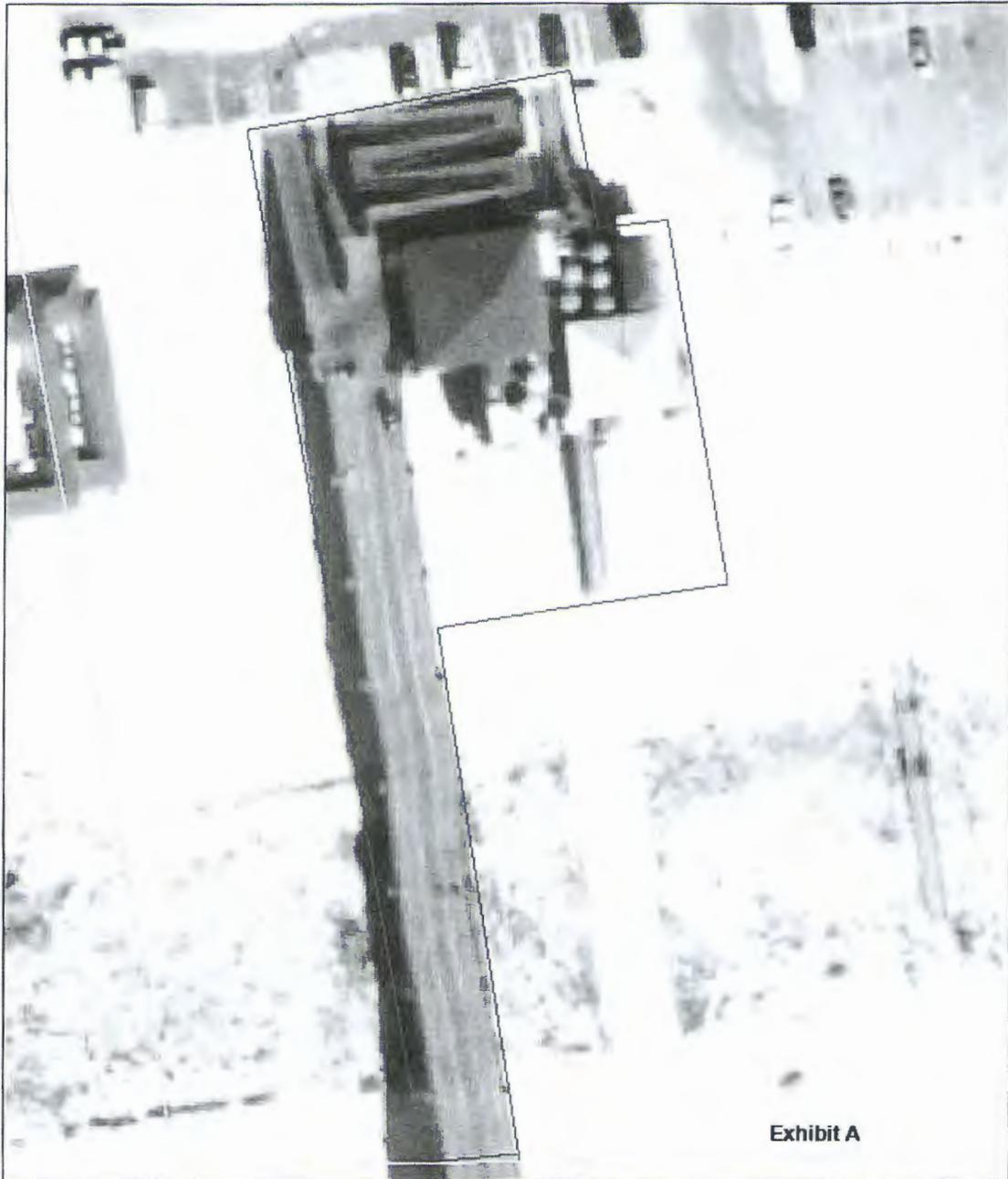


Exhibit A



Disclaimer:
 The GIS maps and data distributed by the Santa Rosa County BOCC departments are derived from a variety of public and private sector sources considered to be dependable, but the accuracy, completeness, and currency thereof are not guaranteed. The Santa Rosa County Commission makes no warranties, expressed or implied, as to the accuracy, completeness, currency, reliability, or suitability for any particular purpose of information or data contained in or generated from the County Geographic Database. Additionally, the Santa Rosa Commission or any agent, servant, or employee thereof neither is liable nor associated with the use of this data, and assumes no responsibility to maintain it in any manner or form. For further map assistance, call 904-963-1600 or email: gis@rosacountyga.gov. GIS mapping website: <http://www.rosacountyga.gov>



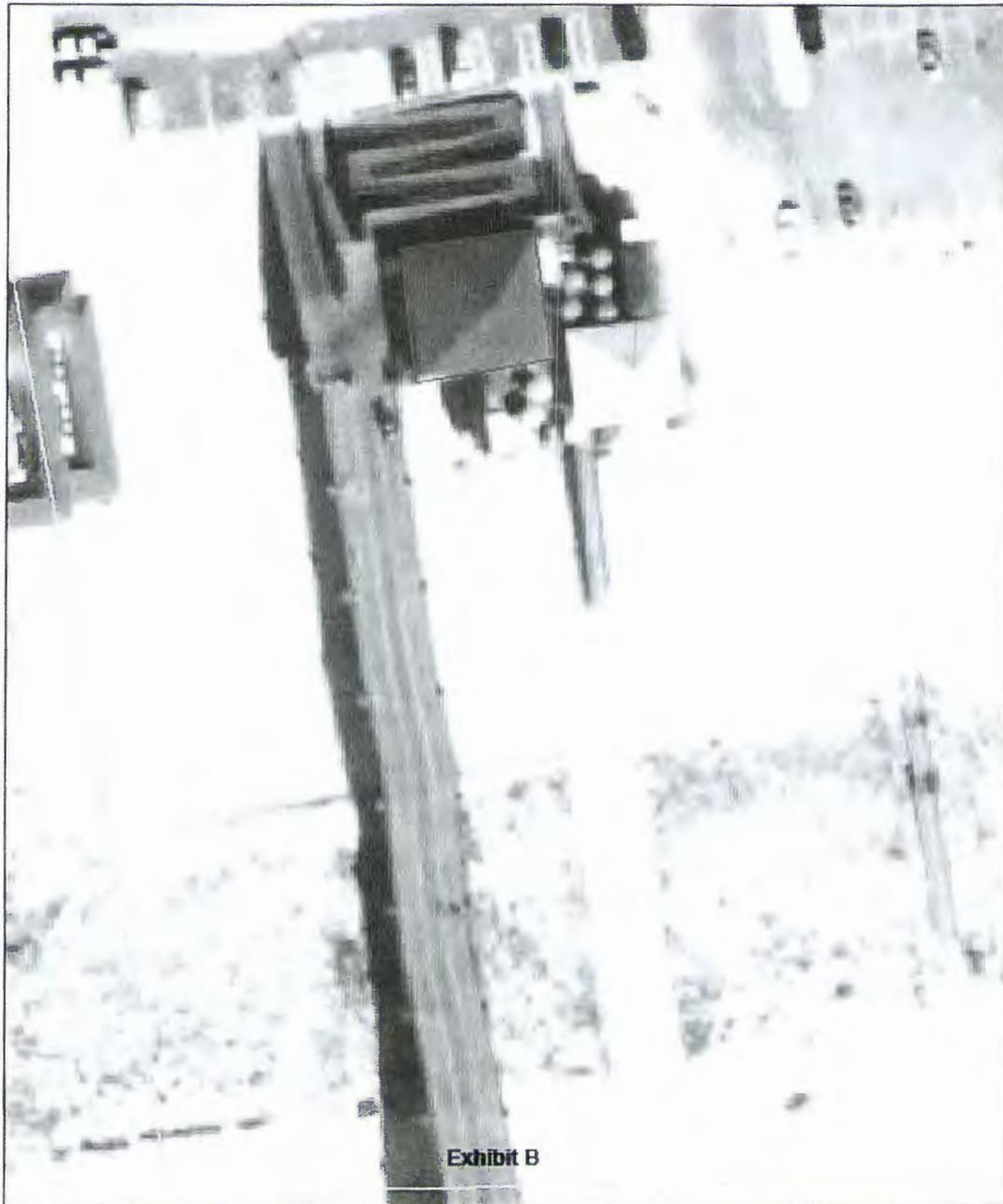


Exhibit B



Disclaimer:
 The GIS maps and data described by the South Broward County SOCC departments are derived from a variety of public and private sector sources considered to be dependable but the accuracy, completeness, and currency thereof are not guaranteed. The South Broward County Commission makes no warranty, expressed or implied, as to the accuracy, completeness, currency, reliability, or suitability for any particular purpose of information or data contained in or generated from the County Geographic Database. Additionally, the South Broward Commission or any agent, officer, or employee thereof assumes no liability associated with the use of this data, and assumes no responsibility to maintain it in any manner or form. For further map assistance, call 206 643-1540 or email: gis@sbcc.com, SOCC mapping website: <http://gis.sbcc.com>





Exhibit C



Disclaimer:
 The GIS maps and data derived by the Santa Rosa County SOCC departments are derived from a variety of public and private sector sources considered to be dependable but the accuracy, completeness, and currency thereof are not guaranteed. The Santa Rosa County Commission makes no warranty, expressed or implied, as to the accuracy, completeness, currency, reliability, or suitability for any particular purpose of information or data contained in or generated from the County Geographic Database. Additionally, the Santa Rosa Commission or any agent, servant, or employee thereof assumes no liability associated with the use of this data, and assumes no responsibility to maintain it in any matter or form. For further map assistance, call 904-943-1140 or email: gis@swcc.com, GIS mapping website: www.swcc.com



EXHIBIT D

**SOVEREIGNTY SUBMERGED LAND LEASE
WITH THE BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST
FUND OF THE STATE OF FLORIDA**

**RECORDED IN THE PUBLIC RECORDS OF SANTA ROSA COUNTY, FLORIDA
IN O.R. BOOK 2980 PAGE 1612**

EXHIBIT E
FEE SCHEDULE

Navarre Beach Pier Admission

Admission for disabled veterans and mobility & visually impaired is free. The pier has an accessible entrance ramp and 16 handicapped accessible railing locations.

Fishing:

Fishing license included in admission

- \$7 adults
- \$6 seniors & active duty military
- \$4 youth (15 & under)
- 5 & under free

Rod rental and bait available at the pier store.

Walkers:

- \$1
- 5 & under free

Weekly Passes:

- Weekly Adult Fishing Pass \$45
- Weekly Youth Fishing Pass \$25
- Weekly Walking Pass \$5

Annual Passes:

- Annual Adult Fishing Pass \$150
- Annual Senior Fishing Pass \$100 (65 years and older)
- Annual Youth Fishing Pass \$75 (Under 16 years old)
- Annual Active Duty Military Fishing Pass \$100
- Annual Family Fishing Pass \$300 (Immediate family defined as spouse and children)
- Annual Walking Pass \$60

Passes can be purchased at the pier store.

EXHIBIT F

HOURS OF OPERATION

5:00 am to 11:00 pm, Sunday, Monday, Tuesday, Wednesday, Thursday

5:00 am to midnight Friday and Saturday

In the event of a federally-recognized Monday holiday, the Pier may be open until midnight on the preceding Sunday.

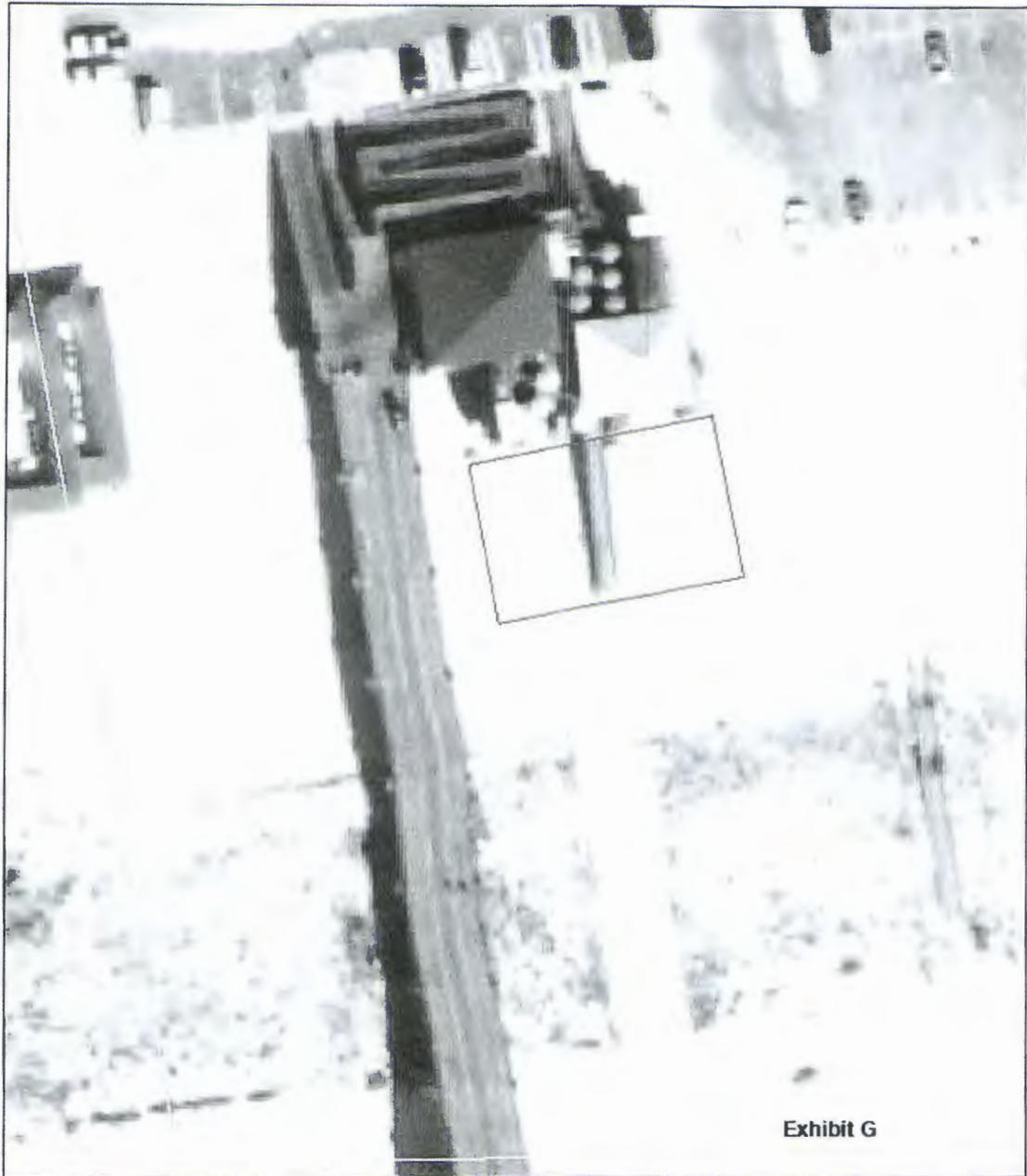


Exhibit G



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Emily Spencer

From: Wade Burroughs <burroughsw@flcjin.net>
Sent: Wednesday, January 06, 2016 4:37 PM
To: Tony Gomillion; Roy Andrews; Board of County Commissioners
Cc: Clerk's Office - Donald C Spencer; Clerk's Office - Michael Burton
Subject: Coastal Concessions

My understanding is that Coastal Concessions was expected to have a zero balance in what they owe to Santa Rosa County by January 6th, 2016.

The office has closed for the day and I have searched the system for any recent receipts from Coastal Concessions and found none.

Nor have I been informed by staff that any payment has been made.

Currently they owe:

- 6,996.60 2014 Audit under reported admission fees
- 186.43 2014 Audit 3.1% under reported sales
- 8,124.77 2014 Audit late fees
- 1,438.13 Late fee for September collections
- 1,419.34 Late fee for October collections
- 28,908.02 Utilities paid by the County on behalf of Coastal Concessions.
- Unknown November collections
- Unknown Late fee on November collections

Thank you,
Wade

From: Wade Burroughs [<mailto:burroughsw@flcjin.net>]
Sent: Wednesday, December 16, 2015 8:09 AM
To: hunterw@santarosa.fl.gov; Roy Andrews; Tony Gomillion (TonyG@santarosa.fl.gov)
Cc: Donald C. Spencer (spencerdc@flcjin.net); 'burtonm@flcjin.net'
Subject: FW: Coastal Concessions

FYI – We did not receive the November payment from Coastal Concessions that was due yesterday.

From: Wade Burroughs [<mailto:burroughsw@flcjin.net>]
Sent: Monday, December 14, 2015 10:53 AM
To: hunterw@santarosa.fl.gov; Roy Andrews
Cc: Donald C. Spencer (spencerdc@flcjin.net); 'burtonm@flcjin.net'
Subject: Coastal Concessions

Hunter/Roy
Just wanted to touch base and make sure we are all on the same page.
My understanding is:

November is due tomorrow on the 15th.

They owe:

- 6,996.60 2014 Audit under reported admission fees
- 186.43 2014 Audit 3.1% under reported sales



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



2

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

TONY GOMILLION, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

TO: Board of Commissioners

FROM: Tony Gomillion, County Administrator

DATE: January 11, 2014

SUBJECT: Public Information Officer- Brandi Whitehurst

DISCUSSION

Discussion of approval of the employment agreement with Brandi Whitehurst to fill the vacant position of Public Information Officer.

BACKGROUND

Mrs. Whitehurst has a very impressive and accomplished career in public relations, marketing and governmental PIO positions. She comes to us from her most recent position with the West Florida Regional Planning Council. A staff committee of 6 conducted the interviews with a shortlist of five (5) strong candidates and Mrs. Whitehurst was our unanimous choice.

**PUBLIC INFORMATION OFFICER
EMPLOYMENT AGREEMENT**

**STATE OF FLORIDA
COUNTY OF SANTA ROSA**

THIS AGREEMENT, made and entered into by and between Santa Rosa County, a political subdivision of the State of Florida, hereinafter called "COUNTY", and BRANDI T. WHITEHURST, hereinafter called "PIO",

WITNESSETH:

WHEREAS, COUNTY desires to employ the services of PIO as Public Information Officer of Santa Rosa County, Florida, and

WHEREAS, it is the desire of COUNTY to provide certain benefits, establish certain conditions of employment, and to set working conditions of said COUNTY as an inducement and consideration for PIO entering this contract, and

WHEREAS, it is the desire of PIO to accept employment as Public Information Officer of said County.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

1. **DUTIES.** COUNTY hereby confirms its appointment of PIO and PIO hereby confirms her acceptance of such appointment, to be Public Information Officer of Santa Rosa County. PIO duties shall include such other duties as directed by the County Administrator.

2. **PERFORMANCE OF DUTIES.** All acts performed by the PIO explicitly or impliedly on behalf of COUNTY shall be deemed authorized by the COUNTY as its agent; except that any act which constitutes willful misconduct or which may be unlawful, contrary to any directive, written or oral, of the Board of County Commissioners or contrary to any policy of

the Board of County Commissioners, shall be deemed to be the individual act of the PIO and without authority of the COUNTY.

3. **OFFICE SPACE AND SECRETARIAL STAFF.** COUNTY shall furnish PIO adequate office space, office supplies, office equipment and secretarial assistance.

4. **FULL-TIME OCCUPATION.** The parties expect that PUBLIC INFORMATION OFFICER will devote substantially her full working time to the performance of the duties required hereunder. To this end, PIO shall not engage in any gainful employment or consequential income producing activities which will in any way conflict with, or impair her ability to satisfactorily discharge and perform all responsibilities and duties required hereunder.

Nothing herein shall prohibit PIO from taking reasonable periods of leave commensurate with reasonable personal, sickness and vacation leave; provided, however, that PIO shall remain responsible for proper discharge of her duties through the County's employees under her supervision.

PIO shall be permitted to engage in outside consulting work, provided she gives notice of intent to do so to the County Administrator and she uses her annual or other accrued leave for this purpose.

5. **DUTIES PERSONAL AND NOT ASSIGNABLE.** The duties required to be performed hereunder by PIO and all rights and obligations under this Agreement in favor of PIO are personal and shall not be assignable.

6. **TERMINATION.** This agreement may be terminated by either party without cause upon giving ninety (90) days written notice. The COUNTY may terminate PIO with less than ninety (90) days notice if COUNTY pays a lump sum cash amount equal to PIO's salary for the period of time that notice of termination is less than ninety (90) days.

The lump sum cash payment provided for in this section shall be PIO's exclusive remedy for any breach of this contract by COUNTY. PIO hereby agrees that the lump sum payment so provided shall serve as liquidated damages for any violation or breach of this contract by COUNTY, and PIO acknowledges she shall not be entitled to any other lump sum payments other than her accrued leave.

In the event PIO voluntarily terminates this Agreement with COUNTY, then PIO shall give COUNTY ninety (90) days advance written notice, unless mutually agreed otherwise. In the event of such voluntary termination, PIO shall be entitled to be paid in full for accumulated annual leave.

7. **COMPENSATION.** COUNTY agrees to compensate PIO for her services rendered pursuant hereto at the rate of \$61,600.00 per annum, payable biweekly in accordance with pay periods for County employees. PIO's base compensation may be adjusted annually up to the same percentages of step and cost-of-living increases as the Board of County Commissioners may approve for County employees in accordance with her performance evaluations. Said adjustments to PIO's compensation shall be deemed approved each year and will not require independent Board action.

In addition, COUNTY shall pay Employer's F.I.C.A. and contributions to the Florida State Retirement System, and shall withhold required federal income taxes. PIO shall further receive all rights, fringe benefits, privileges and coverage otherwise afforded to classified County employees. PIO shall accrue annual and sick leave at the same rate as other classified County employees. At the termination of this Agreement, PIO shall be paid for unused leave in the same manner as classified employees.

8. **INSURANCE.** PIO shall be included in COUNTY's group insurance benefit

programs, including full right to participation therein both as to herself and her dependents. COUNTY shall pay, on behalf of PIO the same portion of group insurance benefits as paid for County employees.

9. **DUES AND SUBSCRIPTIONS.** COUNTY agrees to budget and to pay the dues and subscriptions of PIO necessary for full participation in national, regional, state, and local association and organizations necessary and desirable for the good of the COUNTY.

10. **PROFESSIONAL DEVELOPMENT.** COUNTY hereby agrees to budget and to pay the travel and subsistence of PIO for professional and official travel in such amounts as are authorized by law.

11. **FILES AND RECORDS.** All files and records concerning COUNTY business in the office of PIO or in her possession shall belong to and remain the property of COUNTY. However, PIO shall have the right during the term of this Agreement and thereafter to examine and copy all records prepared by him.

12. **TERM.** This Agreement shall take effect on January 18, 2016, and shall continue thereafter until terminated. This Agreement may be terminated at any time by either party, subject to the provision of Paragraph 6.

The Agreement may also be modified or amended as may be mutually agreed upon by the parties. Modifications or amendments to this Agreement shall be in writing and executed by the parties.

13. **INDEMNIFICATION.** The COUNTY shall defend, save harmless and indemnify the PIO against any actions, in tort or if she is named as a party defendant in any action for any injury or damage suffered as a result of any act, event, or omission of action in the scope of his duties or function, unless he acted in bad faith or with malicious intent purpose or in a manner

exhibiting wanton and willful disregard of human rights, safety, or property. The COUNTY shall not be liable in tort for the acts or omissions of the PIO committed while acting outside the course and scope of her agreed duties or committed in bad faith or with malicious purpose or in a manner exhibiting wanton and willful disregard of human rights, safety or property.

14. GENERAL PROVISIONS.

A. This Agreement shall be interpreted, construed and governed according to the Laws of the State of Florida.

B. The text herein shall constitute the entire agreement between the parties.

C. If any provision, or portion thereof, contained in this Agreement is held to be unconstitutional, invalid or unenforceable, the remainder of this Agreement or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Agreement on this ____ day of January, 2016.

**BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY FLORIDA**

LANE LYNCHARD, CHAIRMAN

ATTEST

DONALD C. SPENCER, CLERK

PUBLIC INFORMATION OFFICER

BRANDI T. WHITEHURST



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

TONY GOMILLION, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

TO: Board of Commissioners

FROM: Tony Gomillion, County Administrator

DATE: January 11, 2014

SUBJECT: Board Planning Workshop

DISCUSSION

Working with Chairman Lynchard, we feel that February 1, 2016 at 1:00 p.m. will be the earliest practical workshop date for the Board to talk about the upcoming year and beyond. We have not established the agenda at this time, but you can provide your thoughts concerning items as you have those. We will try to develop a complete list of items and then prioritize to make the meeting manageable and schedule a second workshop if necessary. One item that we will target for this workshop, will be to include the report and or presentation from HOK on the most recent tasking/questions the Board brought up concerning the downtown courthouse location.

ACTION TO BE CONSIDERED

1. Establish a date for a Board planning workshop.



Santa Rosa County Board of County Commissioners

Sheila Fitzgerald, Special Projects/Grants Director

6495 Caroline Street, Milton, FL. 32570-4978, Phone (850) 983-1848 / Fax (850) 983-1944

MEMORANDUM

TO: Tony Gomillion
DATE: 01/07/2016
FROM: Sheila Fitzgerald
RE: JPA with FDOT for Landscape Project in Navarre
(US 98 from west of Andorra St to Ortega St)

RECOMMENDATION

That the board discuss and approve an amendment to the above referenced JPA. The amendment increases the grant award from \$171,300 to \$211,300. FDOT has also requested a new resolution that specifically authorizes execution of this amendment and any subsequent amendments.

BACKGROUND

At the May 28, 2015 board meeting, the board approved JPA 43622935801 (ARW15) with FDOT in the amount of \$171,300 for a Landscape Project on US 98 in Navarre from west of Andorra St to Ortega St. Bids for this project were received on Tuesday, November 3. The low bid was in the amount of \$292,164 which exceeded the available grant budget by \$120,864. On November 5, 2015, FDOT agreed to provide an additional \$40,000 towards the project. At the November 10, 2015 board meeting, the board approved both the low bid and an additional \$80,864 from TDC reserves to fully cover the cost of the project. The budget authorization (2016-060) to increase the grant and transfer reserves was also approved at the November 10, 2015 meeting.

NEXT STEPS

If approved, the amendment and resolution will be executed and returned to FDOT. There is no further board action required at this time. The landscape project should commence by the end of January, 2016.

**AMENDMENT
TO
JOINT PROJECT AGREEMENT
BETWEEN
THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
AND
THE COUNTY OF SANTA ROSA, FLORIDA**

This Amendment is between the State of Florida, Department of Transportation, "Department," whose mailing address is, 1074 Highway 90, Chipley, Florida 32428 and the County of Santa Rosa, "County".

WITNESSETH

WHEREAS, the Department and the County entered into an Agreement, Contract No. ARW15, on June 5, 2015, for landscaping of SR 30 (US 98) from West of Andorra Street to Ortega Street, under Financial Project No. 436229-3-58-01 ("Project"); and

WHEREAS, the parties desire to amend the Agreement to provide additional funding due to bids being higher than anticipated in the amount of forty thousand and 00/100 dollars (\$40,000.00) for the Project, under Financial Project No. 436229-3-58-01.

NOW THEREFORE, the parties agree to amend the Agreement as follows:

1. The recitals in the WHEREAS clause above are incorporated into this Amendment.
2. Under Section 9, paragraph A, subparagraph i), of the Agreement, the language ONE HUNDRED SEVENTY ONE THOUSAND THREE HUNDRED and 00/100 DOLLARS (\$171,300.00)" is removed and replaced with the following language "TWO HUNDRED ELEVEN THOUSAND THREE HUNDRED and 00/100 DOLLARS (\$211,300.00)."
3. In Exhibit 1, under the heading "STATE RESOURCES (CSFA 55.023)," of the Agreement, the amount "\$171,300.00" is removed and replaced with "\$211,300.00."
4. Except as modified in this Amendment, the provisions, terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, this Amendment shall be effective on the last date of execution hereof by a Party.

COUNTY OF SANTA ROSA

STATE OF FLORIDA
DEPARTMENT OF TRANSPORTATION

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest: _____

Attest: _____
Executive Secretary

Legal Review:

Legal Review:

County Attorney

Office of the General Counsel

RESOLUTION NO. 2015 - ____

A RESOLUTION AUTHORIZING THE EXECUTION OF A JOINT PARTICIPATION AGREEMENT BETWEEN THE STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION AND THE BOARD OF COUNTY COMMISSIONERS, SANTA ROSA COUNTY, FLORIDA FOR HWY 98 ROADSIDE BEAUTIFICATION ASSISTANCE.

BE IT RESOLVED that the Board of County Commissioners of Santa Rosa County, Florida, authorizes its Chairman to execute Amendment Number One and any subsequent Amendments to the Joint Participation Agreement with the Florida Department of Transportation for the beautification and landscaping of for costs directly related to the SR 30 (US 98) landscape from west of Andorra Street to Ortega Street, FP ID #436229-3-58-01.

PASSED AND ADOPTED by a vote of ____ yeas, ____ nays and ____ absent of the Board of County Commissioners on this the 10th day of December, 2015.

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

BY: Lane Lynchard, Chairman

Attest:

Clerk



Santa Rosa County

Board of County Commissioners

Sheila Fitzgerald, Special Projects/Grants Director

6495 Caroline Street, Milton, FL. 32570-4978, Phone (850) 983-1848 / Fax (850) 983-1944

MEMORANDUM

TO: Tony Gomillion
DATE: 01/07/2016
FROM: Sheila Fitzgerald
RE: FRDAP Agreement A6047 for Navarre Park

RECOMMENDATION

That the board discuss and approve an amendment to the above referenced grant agreement. The amendment is to correct scrivener errors identified by the Department of Environmental Protection after the original agreement was executed.

BACKGROUND

At the September 24, 2015 board meeting, the board approved FRDAP Grant Agreement (A6047) with the Florida Department of Environmental Protection in the amount of \$50,000 for improvements to Navarre Park. On December 3, 2015 DEP requested that we amend the agreement due to scrivener errors. The amendment document was received on December 14, 2015.

NEXT STEPS

If approved, the amendment will be executed and returned to DEP. There is no further board action required at this time.

**DEP AGREEMENT NO. A6047
AMENDMENT NO. 1**

THIS AGREEMENT as entered into on the 16th day of October, 2015 between the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (hereinafter referred to as the "Department") and the **Santa Rosa County**, (hereinafter referred to as "Grantee"), a local government, in furtherance of an approved public outdoor recreation project known as **Navarre Park Improvements**, Project Number **A16047**, is hereby amended as follows:

- **Paragraph 3. FUNDING/CONSIDERATION/INVOICING** terms identified at D. i., and D. ii. a. and, D. ii. b. of the Agreement are hereby amended to correct a scrivener's error and to make clear the cost reimbursement terms of the Agreement.

Paragraph 3. D. i., and D. ii. a. and, D. ii. b. of the Agreement is hereby amended as follows:

3. FUNDING/CONSIDERATION/INVOICING:

- D. The State Chief Financial Officer requires detailed supporting documentation of all costs under a cost reimbursement agreement. The Grantee shall comply with the minimum requirements set forth in **Attachment D, Contract Payment Requirements**. The Payment Request Summary Form shall be accompanied by supporting documentation and other requirements as follows for each deliverable:
 - i. **Salaries/Wages** – The Grantee may be reimbursed for direct salaries or multipliers (i.e., fringe benefits, overhead, indirect, and/or general and administrative rates) for Grantee's employees, as listed in **Attachment C**.
 - ii. **Overhead/Indirect/General and Administrative Costs** – All multipliers used (i.e., fringe benefits, overhead, indirect, and/or general and administrative rates) shall be supported by audit. If the Department determines that multipliers charged by the Grantee exceeded the rates supported by audit, the Grantee shall be required to reimburse such funds to the Department within thirty (30) calendar days of written notification. Interest on the excessive charges shall be calculated based on the prevailing rate used by the State Board of Administration.
 - a. **Fringe Benefits** – Shall be calculated at the rate up to 40% of direct salaries.
 - b. **Indirect Cost** – Shall be calculated at the rate of 15% of direct cost.

- **Paragraph 19. Insurance** of the Agreement is hereby amended as stated below to correct a scrivener's error and to make clear the Insurance requirements of the Grantee.

19. INSURANCE:

To the extent required by law, the Grantee will be self-insured against, or will secure and maintain during the life of this Agreement, Workers' Compensation Insurance for all of its employees connected with the work of this project and, in case any work is subcontracted, the Grantee shall require the subcontractor similarly to provide Workers' Compensation Insurance for all of its employees unless such employees are covered by the protection afforded by the Grantee. Such self-insurance program or insurance coverage shall comply fully with the Florida Workers' Compensation law. In case any class of employees engaged in hazardous work under this Agreement is not protected under Workers' Compensation statutes, the Grantee shall provide, and cause each subcontractor to provide, adequate insurance satisfactory to the Department, for the protection of its employees not otherwise protected.

- A. The Grantee warrants and represents that it is self-funded for, or shall secure and maintain Commercial General Liability insurance including bodily injury and property damage. The minimum limits of liability shall be \$200,000 each individual's claim and \$300,000 each occurrence. This insurance will provide coverage for all claims that may arise from the services and/or operations completed under this Agreement, whether such services and/or operations are by the Grantee or anyone directly or indirectly employed by the Grantee. Such insurance shall include the State of Florida as an Additional Insured for the entire length of the Agreement.
- B. The Grantee warrants and represents that it is self-funded for, or shall secure and maintain Commercial Automobile Liability insurance for all claims which may arise from the services and/or operations under this Agreement, whether such services and/or operations are by the Grantee or by anyone directly, or indirectly employed by the Grantee. The minimum limits of liability shall be as follows:
- | | |
|-----------|--|
| \$300,000 | Automobile Liability Combined Single Limit for Company Owned Vehicles, if applicable |
| \$300,000 | Hired and Non-owned Automobile Liability Coverage |
- C. If any work proceeds over or adjacent to water, the Grantee shall secure and maintain, as applicable, any other type of required insurance, including but not limited to Jones Act, Longshoreman's and Harbormaster's, or the inclusion of any applicable rider to worker's compensation insurance, and any necessary watercraft insurance, with limits of not less than \$300,000 each. In addition, the Grantee shall include these requirements in any sub grant or subcontract issued for the performance of the work specified in **Attachment A, Grant Work Plan**. Questions concerning required coverage should be directed to the U.S. Department of Labor (<http://www.dol.gov/owcp/dlhwc/lcontac.htm>) or to the parties' insurance carriers.
- D. All insurance policies shall be with insurers licensed or eligible to do business in the State of Florida. The Grantee's current certificate of insurance shall contain a provision that the insurance will not be canceled for any reason except after thirty (30) calendar day's written notice (with the exception of non-payment of premium which requires a 10-calendar-day notice) to the Department's Procurement Administrator.

If Grantee warrants and represents that it is self-funded for liability insurance, appropriate and allowable under Florida law, and that such self-insurance offers protection applicable to the Grantee's officers, employees, servants and agents while acting within the scope of their employment with the Grantee, Grantee shall provide documentation of such self-funded insurance to the Department.

IN ALL OTHER RESPECTS, the Agreement of which this is an Amendment, and attachments relative thereto, shall remain in full force and effect.

THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the parties have caused this Amendment to be duly executed the day and year last written below.

SANTA ROSA COUNTY

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

By: _____
Title: *

By: _____
Secretary or designee

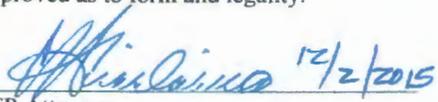
Date: _____

Date: _____

Angie Bright, DEP Grant Manager

Grantee Attorney

Approved as to form and legality:

 12/2/2015

DEP Attorney

FEID No.: 59-6000842

* Amendments with governmental boards/commissions: If someone other than the Chairman signs this Amendment, a resolution, statement or other document authorizing that person to sign the Amendment on behalf of the Grantee must accompany the Amendment.



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

TONY GOMILLION, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

TO: Board of Commissioners

FROM: Tony Gomillion, County Administrator

DATE: January 11, 2014

SUBJECT: Memorandum of Understanding with FEMA

DISCUSSION

Discussion of execution of the memorandum of understanding with FEMA and the Water Management District concerning the sharing of data for flood map updates. I have attached further description of this project in the way of an email from Rhonda Royals, Building Official and the narrative supplied with the MOU. This item primarily consist of the sharing of the information obtained by the recent study completed in the Holley by the Sea drainage basin.

Emily Spencer

From: Rhonda Royals
Sent: Tuesday, January 05, 2016 10:12 AM
To: Tony Gomillion
Cc: Emily Spencer; Karen Thornhill
Subject: NFWF District - MOU

Tony,

As part of its Risk MAP program, the Federal Emergency Management Agency (FEMA) is engaging communities to accurately map, communicate and mitigate flood risk. The Risk MAP program focuses on providing flood prone communities with tools and data that can be used to mitigate the risk and impact from flooding and communicate with residents and businesses about that risk.

The Northwest Florida Water Management District initiate a Discovery Project in fiscal year 2012 within the Pensacola Bay Watershed area as indicated in the map shown below. The district has generated a discovery report that has incorporated the needs identified by the stakeholders (communities within the watershed boundary) and also includes the areas where additional studies will be completed. The Holley-by-the-Sea Drainage Improvement Program data will be utilized in this project.

The Discovery Report will be submitted to FEMA for final approval so the District is requesting that Santa Rosa County sign a Memorandum of Understanding which describes the purpose of the Risk MAP program and the information that will be provided. The MOU is voluntary and is not legally binding but shows our support to participate in the Risk Map process effort.

In closing, the vision for Risk MAP program is to deliver quality data that increases public awareness and leads to action that reduces risk to life and property.

Sincerely,

Rhonda C. Royals
Building Official
Santa Rosa County
rhondar@santarosa.fl.gov
(850) 981-7024



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.



Northwest Florida Water Management District

81 Water Management Drive, Havana, Florida 32333-4712
(U.S. Highway 90, 10 miles west of Tallahassee)

Brett J. Cyphers
Executive Director

Phone: (850) 539-5999 • Fax: (850) 539-2777

December 18, 2015

Karen Thornhill
Floodplain Manager
6051 Old Bagdad Highway
Milton, Florida 32583

Subject: Pensacola Bay Risk MAP Project

Dear Ms. Thornhill:

The Federal Emergency Management Agency (FEMA) has embarked on a nation-wide initiative known as Risk MAP (Mapping, Assessment, and Planning) to help communities identify, assess, and reduce their flood risk. Through collaboration with federal, state, and local entities, the Risk MAP Program will deliver quality flood hazard data that increases public awareness of flood risk and leads to action that reduces risk to life and property.

You are receiving this letter to inform you that flood study updates will be completed in your community that will result in updated Flood Insurance Study (FIS) products for your community. These updates are being conducted as part of Risk MAP watershed projects being initiated in the Perdido River and Bay and Pensacola Bay watersheds. Enclosed with this letter is a list of the study areas identified for updates and also includes the proposed engineering methods and applications to be used for each study area.

Please complete your community's review of the enclosed information and consult with the Northwest Florida Water Management District (NFWFMD) and/or FEMA regarding any issues you have with the appropriateness of the proposed engineering model by January 22, 2016. Any issues may be discussed beyond this timeframe; however, it will be difficult to accommodate any requests to change the engineering approaches after this review period has expired.

Your community attended a Discovery Meeting for the Pensacola Bay watershed on July 23, 2013. The intent of that meeting was to introduce FEMA's Risk MAP program, the Discovery process, and new flood hazard Risk MAP products. The meeting facilitated input from stakeholders in the watershed on community floodplain mapping/needs. The Pensacola Bay Watershed Discovery Report documenting our findings and planned project areas can be downloaded from the following location for your records:

ftp://ftp.nfwfmd.state.fl.us/Saquibal/Pensacola_Bay/PcolaBay_Discovery_Report_FINAL_CV.pdf

GEORGE ROBERTS
Vice Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JOHN W. ALTER
Secretary-Treasurer
Malone

GUS ANDREWS
DeFuniak Springs

JOHN COSTELLO
Tallahassee

MARC DUNBAR
Tallahassee

TED EVERETT
Chipley

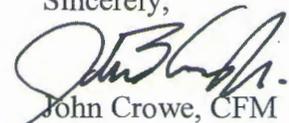
NICK PATRONIS
Panama City Beach

BO SPRING
Port St. Joe

Again, there is no financial commitment on the community's part for the new flood hazard mapping work, but we are requesting you (or whomever has the authority) sign a Memorandum of Understanding (MOU) with FEMA and NFWFMD. The MOU, or as FEMA calls it a Charter, acknowledges your cooperation in protecting your community from flood risk and that you understand the work plan as outlined in the report. A draft MOU is attached. Please consider executing the MOU and sending it back to me.

If you have any questions, I can be reached by telephone at (850) 539-5999 ext. 226 or email at John.Crowe@nfwwater.com. We look forward to working with you on this important effort to better identify flood hazards and risks throughout your community.

Sincerely,


John Crowe, CFM
Hydrologist IV

Enclosures (2)

Cc: Mr. Hunter Walker, County Administrator – Santa Rosa County, FL



Pensacola Bay Watershed Risk MAP Project: Santa Rosa County

Engineering Methods & Applications

A portion of Santa Rosa County within the Pensacola Bay Watershed has been selected for a flood study update as part of the Pensacola Bay Watershed Risk MAP Project. Through the discovery process Santa Rosa County informed the District of an ongoing stormwater drainage study by the County in the area referred to as Holly by the Sea. A map of this location is shown below.

As part of this Risk MAP project, the District will incorporate the County's flood study results into the FEMA Flood Insurance Rate Map (FIRM), Flood Insurance Study Report (FIS), and the FIRM geospatial database. The District understands that a limited detailed model was produced for this area using ICPR and only includes basic survey of hydraulically significant structures. The District will use the modeling results of this study to establish a new Zone AE floodplain and Base Flood Elevations (BFE) on the FIRMs.



PENSACOLA BAY WATERSHED DISCOVERY MEMORANDUM OF UNDERSTANDING (MOU)

Risk MAP Project

The goal of the Risk Mapping, Assessment, and Planning (Risk MAP) program is to deliver quality data that increases public awareness and leads to actions that reduce the risk to life and property. Through Risk MAP, NFWFMD and FEMA Region 4 will work with the communities of the undersigned to provide a more accurate understanding of flood risk and provide valuable tools to help implement actions to protect their citizens and property from flood risk.

This MOU represents a good-faith effort and acknowledgment by all parties to share data, communicate findings, and plan mitigation activities to protect communities of the undersigned from flood risk. **It is not legally binding nor does it preclude a community from participating in the FIRM appeal process.**

Mapping and Assessment

NFWFMD, as FEMA's Cooperating Technical Partner, will update the riverine analyses for portions of your community that fall within the Pensacola Bay Watershed as part of this project. This update will include revised studies within the watershed for riverine AE and A zones and floodways.

Risk MAP Deliverables

Communities can use the updated data and projects to make informed hazard mitigation, land use and development, and emergency management decisions and develop related plans and strategies.

Regulatory Products

NFWFMD will provide the following regulatory products to support floodplain management and flood insurance ratings.

- **Flood Insurance Study (FIS) Report:** Describes the community's flood history and provides technical information on the study.
- **Flood Insurance Rate Map (FIRM):** Identifies the community's or Tribe's flood zones, base flood elevations, and floodplain boundaries. This map is also used to determine where flood insurance is required.

Flood Risk Products (Non-Regulatory)

- **Flood Risk Report:** Details the flood hazards and risk exposure within the community, watershed, or other geographic area. It also explains the risk assessment methodology used and results.
- **Flood Risk Map:** Depicts county and community boundaries in relation to the highest areas of risk within the watershed emphasizing that risk reduction activities may have an impact well beyond the site.
- **Flood Risk Database:** Provides access to the data collected, created, and analyzed during the project. Flood Risk Database includes:
 - **Changes Since Last FIRM:** Identifies areas where the floodplain, floodway, and/or flood zone designations have changed since the previous flood study.
 - **Flood Depth and Analysis Grids:** Identifies the depth of flooding related to the communities for 10 percent, 4 percent, 2 percent, 1 percent, and 0.2 percent annual chance flood events.

process to verify data and ensure that the information accurately represents the community.



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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W. D. "DON" SALTER, District 3
ROB WILLIAMSON, District 4
R. LANE LYNCHARD, District

TONY GOMILLION, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

TO: Board of Commissioners

FROM: Tony Gomillion, County Administrator

DATE: January 11, 2014

SUBJECT: Renewal of Agreement with Edmund Graber

DISCUSSION

Attached you will find the agreement with Mr. Graber for the ongoing federal lobbying efforts in 2016 at the current rate of \$9,300.00 per month.

EDMUND C. GRABER
10537 School Street
Fairfax, Virginia 22030
703-281-6542 Business line
703-909-2250 cell

December 17, 2015

Mr. Tony Gomillion
Administrator
Santa Rosa County
6495 Caroline Street
Suite D
Milton, FL 32570

Dear Tony:

We are pleased to provide a current letter of understanding which will confirm our consulting agreement for 2016 with the County of Santa Rosa. We have appreciated the opportunity to work on the County's behalf for the past 11 years and look forward to continuing our relationship in the coming year.

This letter sets forth our understanding of the terms and conditions relating to services to be performed in 2016.

I. SCOPE OF WORK

Based on our most recent activities on your behalf, we anticipate that work conducted by us during 2016 will include:

- Continuing work to facilitate major project funding, to include but not be limited to, the SR 87 North project and US 98.
- Providing guidance in achieving STRAHNET status for SR 87 North.
- Assisting with other potentially eligible Federal-aid highway projects as indentified by the County.
- Continuing work to enact HR 1452/S 770 – the fee simple legislation.
- Participating on any regional beach renourishment efforts or legislation.
- Monitoring any military affairs developments and BRAC-related issues which could

impact the County.

- Continuing outreach to the Florida Congressional delegation and staff, and other government officials primarily concerning County transportation, infrastructure and defense related priorities.
- Advancing other identified County infrastructure needs through the annual appropriations and/or grant process.

In order to fulfill the aforementioned objectives, the following services will be provided:

- Conducting on-going discussions with the designated County contact to coordinate information, develop strategy and prioritize goals.
- Liaison to the Members of Congress and staff that represent Santa Rosa County and other relevant Members that may be important to our efforts.
- Preparation and distribution of letters, fact sheets, background papers, talking points and other materials to communicate County positions as necessary.
- Arranging meetings in Washington, DC for Santa Rosa County officials and staff, and, as appropriate, assisting in the planning and execution of those meetings.

II. STAFFING

The following individuals will continue to represent Santa Rosa County in the services outlined above;

- Edmund Graber, Principal – Edmund Graber Government Affairs
- Chad Bradley, Partner – SBL Strategies Inc.

Ed Graber will continue to serve as point of contact for the purposes of this proposal and our forthcoming work with the County.

III. CONTRACT TERM/FEES/EXPENSES

This agreement for consulting services shall be effective immediately upon confirmation and acceptance and shall terminate December 31, 2016. Either party may terminate this agreement, in whole or part, by providing 30 days notice.

We propose continuing at our currently retainer of \$9300 per month. Invoices will be remitted by the first of the month to the Administrator for payment of consulting services rendered.

Routine, minor expenses will be included within our monthly fee; any extraordinary and/or travel expenses will be pre-approved by the Administrator.

IV. ENTIRE AGREEMENT

This letter of understanding contains the entire agreement between the parties with respect to the consulting services to be provided by us to the County, and supersedes all prior agreements, and/or understandings between the parties.

If the foregoing reflects your understanding of the terms and conditions of our agreement, please execute both copies of this letter agreement and return one to use for our files.

Sincerely,

Edmund Graber
Principal
Edmund Graber Government Affairs

AGREED TO AND ACCEPTED:

AGREED TO AND ACCEPTED:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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R. LANE LYNCHARD, District

TONY GOMILLION, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

TO: Board of Commissioners

FROM: Tony Gomillion, County Administrator

DATE: January 11, 2014

SUBJECT: Navarre Sidewalks

DISCUSSION

Discussion of the addition of sidewalks to connect the Navarre Senior Center and Navarre Public Library to Highway 87 S.

The attached map illustrates the location of the proposed sidewalk addition with a cost estimated not to exceed \$61,000.00 and requested to be paid from Area 3 impact fee reserves.

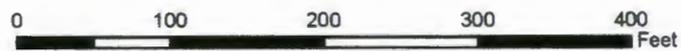


Project for Proposed new Sidewalk Expansion along James M Harvell Rd.

New sidewalk to extend from Highway 87 S to join existing sidewalk near intersection of Hartington Dr/PresidioSt/James M Harvell Rd

Legend

- Proposed New Sidewalk
- Existing Sidewalk





SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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6495 Caroline Street, Suite M
Milton, Florida 32570-4592



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R. LANE LYNCHARD, District

TONY GOMILLION, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

TO: Board of Commissioners

FROM: Tony Gomillion, County Administrator

DATE: January 11, 2014

SUBJECT: Amended Waste Disposal Fee Resolution

DISCUSSION

Discuss increase of waste disposal fees at Central Landfill.

BACKGROUND

Attached you will find the Environmental Departments recommendation related to the incremental increase in Class I and Class III tipping fees and other associated waste disposal fees. There certainly are any number of options that can be considered relative to the fee increase and this is the option that the Environmental Department feels represents the direction the Board provided at the December meeting. I would note that the "Host Fee" recommendation is a good one, but it will be difficult to predict future revenue from this source at this time outside of those that are contractual agreements.

ACTIONS TO BE CONSIDERED

1. The Board will approve the rate schedule in the form of an amended resolution.



**SANTA ROSA COUNTY ENGINEERING
ENVIRONMENTAL DEPARTMENT**
6065 Old Bagdad Highway
Milton, FL 32583
www.santarosa.fl.gov

Roger A. Blaylock, P.E.
County Engineer

Ronald C. Hixson
Environmental Manager

To: Tony Gomillion, County Administrator
From: Ronald Hixson, Environmental Manager
Thru: Roger Blaylock, P.E., County Engineer
Date: January 6, 2016
Re: Proposed Rate Increase for Central Landfill

Background:

In 1995 the Board of County Commissioners set a disposal fee of \$32.00/ton for municipal solid waste and in 2004 a disposal fee for Class III & Construction and Demolition (C&D) Debris of \$18.00/ton for residential and \$22.00 for commercial C&D waste. The county has maintained those fees to the present day. During that time period the landfill enterprise fund has absorbed significant increases in labor cost and substantial increases in repair and equipment cost without a fee increase or any support from the county's general fund (tax revenue).

Recent regulator changes requiring all Class III / Construction & Demolition Disposal Facilities to have HDPE liners coupled with a significant increase in both Class I and III (C&D) waste being delivered to Central Landfill have seriously impacted landfill operations and future expansions plans. In order to meet the projected future growth in Santa Rosa County the landfill enterprise fund requires a fee increase to permit and construct additional disposal facilities and improve existing infrastructure that will provide adequate disposal capacity for Santa Rosa County for the next 40 to 50 years.

Recommendation:

That the Board of County Commissioners approves an increase in the disposal rates at the County's Central Landfill as detailed on the attached Fee Schedule and as summarized below:

- Class I tipping fees would initially increase from \$32.00 to \$36.00 / ton and would increase in \$1.00 increments annually until reaching \$40.00 / ton in the year 2020;
- Class III / C&D tipping fees would initially increase from \$22.00 to \$32.00 / ton and would increase in \$2.00 increments annually until it reaches \$40.00 / ton in the year 2020;
- Staff also recommends a \$3.00 per ton host fee for all out of county waste;
- Yard Waste tipping fees would increase to \$22.00 for residential and \$24.00 for commercial yard waste / land clearing debris;
- Set a Minimum Disposal fee for all waste types of \$5.00/ton for disposal of 400 pounds and;
- After 2020, institute a tipping fee adjustment based on CPI every two years or as recommended by staff based on current economic conditions.

COMBINED CLASS I / III OPERATIONS & YARD WASTE / LAND CLEARING DEBRIS PROCESSING

- CLASS I \$36.00 / TON
- CLASS III \$32.00 / TON
- YARD / LANDSCAPING / LAND CLEARING DEBRIS
 - RESIDENTIAL \$22.00 / TON
 - COMMERCIAL \$24.00 / TON
- OUT OF COUNTY HOST FEE - APPLICABLE TO ALL WASTE CATEGORIES \$ 3.00 / TON
- MINIMUM CHARGE \$ 5.00 / 400 lbs.

- TIRES – RESIDENTIAL ONLY
 - TIRES ONLY – NO MIXED WASTE \$135.00 / TON
 - MIXED LOADS – CLASS I/III OR YARD WASTE WITH INDIVIDUAL TIRES
 - CAR & LIGHT TRUCK \$ 5.00 / EACH
 - LARGE TRUCK/EQUIP, RACING TIRES \$15.00 / EACH
- SPECIAL WASTE
 - ASBESTOS \$150.00 / TON

- REGULATED WASTE
 - CONTAMINATED SOIL \$ 36.00 / TON
 - WASTE WATER SLUDGE \$ 36.00 / TON
 - SPECIAL WASTE NOT LISTED ABOVE \$ 36.00 / TON

- HOUSEHOLD HAZARDOUS WASTE (HHW) – RESIDENTIAL ONLY – NO LIMITS..... NO CHARGE
 - PAINT (OIL OR LATEX) AND PAINT RELATED PRODUCTS
 - USED OIL, ANTIFREEZE, CAR CARE CHEMICALS, COOKING OIL
 - POOL CHEMICALS
 - FERTILIZERS, PESTICIDES, HERBICIDES
 - HOUSEHOLD CHEMICALS (CLEANERS, DETERGENTS, BLEACH ETC.)
 - E-WASTE (TVs, COMPUTERS, MONITORS, MICROWAVES, TOASTERS ETC.)
 - FLORESCENT BULBS, BALLEST, BATTERIES, ETC.

- CLEAN FILL, CONCRETE (NO REBAR OF WIRE), BRICK, CERAMICS NO CHARGE
(CUSTOMER IS RESPONSIBLE FOR REMOVING AND PAYING DISPOSAL FEES ON UNACCEPTABLE WASTE)

ADDITIONAL / SPECIAL FEES

- PROHIBITED WASTE SEPARATION FEE PER HOUR \$50.00
- WEIGHT CERTIFICATION \$ 5.00

Any request for waiver or adjustment of disposal fees require BCC approval, allow 45 days for processing.

LANDFILL CHARGE ACCOUNT

1. REQUIRES A DEPOSIT OF 2 MONTHS EXPECTED FEES
 - a. UPDATED SEMI-ANNUALLY (SEPTEMBER AND MARCH)
 - b. DEPOSITS ARE REFUNDABLE WHEN ACCOUNT IS CLOSED
 - c. NO CHARGE TO ESTABLISH ACCOUNT
2. BILLED MONTHLY
 - a. PAYMENT DUE 30 DAYS FROM BILLING DATE
 - b. 10% LATE CHARGE AFTER BILLING DUE DATE
 - c. DELINQUENT OVER 45 DAYS FROM BILLING DATE
 - i. ACCOUNT WILL BE SUSPENDED FOR NON-PAYMENT
 - ii. ACCOUNT CAN BE REOPENED AFTER
 1. PAYMENT OF ALL DISPOSAL AND LATE FEES
 2. PAYMENT OF **\$100.00** ADMINISTRATIVE PROCESSING FEE
 - d. CHRONIC DELINQUENT ACCOUNTS, ACCOUNT WHICH ARE SUSPENDED MORE TWICE A YEAR:
 - i. CUSTOMER CHARGE ACCOUNT WILL BE CLOSED
 - ii. CUSTOMER WILL BE CASH ONLY OR PREPAID AT TIME OF WASTE DISPOSAL
 - e. TO RE-ESTABLISH A CLOSED ACCOUNT
 - i. ALL OUTSTANDING CHARGES MUST BE PAID IN FULL INCLUDING LATE FEES
 - ii. **\$250.00** ADMINISTRATIVE CHARGE TO REOPEN ACCOUNT
 - iii. ANY APPLICANT WHOSE ACCOUNT IS CLOSED MORE THAN 4 TIMES IN A 12 MONTH PERIOD WILL BE DEEMED AN IRRESPONSIBLE APPLICANT AND WILL BE ACCEPTED AS A CASH OR PREPAID ONLY CUSTOMER.

PRE-PAID ACCOUNT (ONE TIME DISPOSAL OR LIMITED TIME)

1. MINIMUM DEPOSIT OF 20% OF EXPECTED DISPOSAL FEES
2. IF PRE-PAID ACCOUNT IS DEPLETED ANY ADDITIONAL WASTE TRANSACTIONS WILL BE DECLINED
3. IT IS THE **CUSTOMERS RESPONSIBILITY TO MONITOR THE BALANCE OF THE PRE-PAID ACCOUNT** AND MAKE ADDITIONAL DEPOSITS TO MAINTAIN A POSITIVE BALANCE.

Annual Class III Fee Increase, ending in 2020	\$2.00	RECOMMENDED WASTE DISPOSAL FEES, ESTIMATED REVENUE AND FEE IMPLEMENTATION SCHEDULE 2016-2020					1/6/2016 14:04
Annual Class I Fee Increase, ending in 2020	\$1.00						OUT YEARS, 2020 AND ON, WILL INCLUDE AN ANNUAL CPI ADJUSTMENT FOR ALL WASTE FEES
Estimated Growth for Class I & III Waste	2.5%						
Recommended Host Fee	\$3.00						
	2015	2016	2017	2018	2019	2020	
Class III Fee Increase	\$22.00	\$32.00	\$34.00	\$36.00	\$38.00	\$40.00	TOTALS
Out of County Host Fee	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	\$3.00	
Annual Class III Tonnage	86,502	80,244	82,250	84,306	86,414	88,574	508,289 Tons
Total Class III Fees	\$1,903,044	\$2,567,797	\$2,796,492	\$3,035,016	\$3,283,719	\$3,542,960	\$17,129,027
Out of County Class III Host Fee Revenue (General Fund)	32,862	25,263	20,715	15,925	10,882	5,577	111,224 Tons \$333,672
Class I Tipping Fee	\$32.00	\$36.00	\$37.00	\$38.00	\$39.00	\$40.00	
Annual Class I Tonnage	158,116	162,069	166,121	170,274	174,530	178,894	1,010,003 Tons
Total Class Fees	\$5,059,712	\$5,834,480	\$6,146,463	\$6,470,398	\$6,806,689	\$7,155,750	\$37,473,492
Total Tonnage - Class I + III	244,618	242,313	248,370	254,580	260,944	267,468	
Total Revenues	\$6,962,756	\$8,402,278	\$8,942,955	\$9,505,414	\$10,090,407	\$10,698,709	\$54,602,519
Expenses	\$4,240,956	\$7,573,973	\$6,972,506	\$5,558,250	\$5,686,945	\$5,819,273	\$35,851,903
Profit - (Loss)	\$2,721,800	\$828,305	\$1,970,449	\$3,947,164	\$4,403,462	\$4,879,436	\$18,750,616

The following tables represents the volume of Class III/C&D Waste currently being delivered to Central Landfill, the estimated volume of Out of County waste based on 2013 Class III/C&D waste flows before Rolling Hills was closed. The table also includes an estimate of the volume of Class III / C&D Waste that will be diverted from Central Landfill after an initial increase in tipping fees and annually thereafter as tip fees increase out to year 2020.

	Tons/Year	2016	2017	2018	2019	2020
Current Class III / Tons	86,502	88,665	90,881	93,153	95,482	97,869
Historic Class III / Tons (2013)	53,640	54,981	56,356	57,764	59,209	60,689
Projected Out of County / Tons	32,862	33,684	34,526	35,389	36,273	37,180
Initial loss with higher tipping fees, %	10%	25%	40%	55%	70%	85%
Percent loss each year after initial hike	15%					
Projected out of county waste after rate hike		25,263	20,715	15,925	10,882	5,577



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

10

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

January 4, 2016

Mr. Tony Gomillion
C/o Santa Rosa County Board of Commissioners

Dear Mr. Gomillion

The Santa Rosa County Finance Department is asking the Board to approve the following item from the **Development Services/Building Inspection** office 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
Director of Finance
Santa Rosa County Clerk of Courts



Santa Rosa County
Building Inspection Department
Building Official

John T. "Tim" Tolbert
Building Official

Rhonda C. Royals
Deputy Building Official

Skip Tompkins
Compliance Division Superintendent

MEMORANDUM

TO: Wanda Harris, Clerks Office

FROM: Rhonda Royals, Building Official

DATE: December 14, 2015

SUBJECT: Surplus Vehicles

Please remove the below vehicles from our inventory. All three vehicles have been moved to the Road and Bridges and will be surplused.

Equipment #	VIN #	Make/Model	Year	Condition	Mileage
3111	1FTYR14UX6PA63652	FORD RANGER	2006	POOR	172105
3115	1FTYR14UX7PA76595	FORD RANGER	2007	POOR	170000
9170	1FTYR14U24TA19388	FORD RANGER	2004	POOR	189414

cc: Ronnie Wesson
Tony Gomillion

DONALD C. SPENCER
CLERK OF COURT &
COMPTROLLER

2015 DEC 21 AM 11 16

SANTA ROSA COUNTY, FL
FINANCE FILED

SUNGARD PENTAMATION, INC.
 DATE: 12/23/2015
 TIME: 09:13:38

SANTA ROSA COUNTY BOCC
 Inspection Department

PAGE NUMBER: 1
 REPORT10

SELECTION CRITERIA: (((assets.user_3 MATCHES "***AUCTION*2016**")))

SORTED BY: dept,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION				DEPRECIATION INFORMATION			
3100HE3111	2006 TRUCK	FUNDING	001	CAPITAL ASSET	Y	EST LIFE	10	DEP LIFE	10
-000	MFR FORD	CLS M	VENDOR	ORVILLE BECKFORD		DEP Y POST DP N	DEP	METH	SL
	MODEL RANGER	CAT VE EQUIP	PO	60002289	UNITS	1			.00
	S/N 1FTYR14UX6PA63652	LOC INSPECT	CHECK	37759	UN CST	12253.85		ACCUM DEP	11743.43
	INVENTORY DATE 03/31/15	FUND TYPE	G ACQUIRE	02/22/06	COST	12253.85		REM BOOK BASIS	510.42
	CONDITION STATUS	DPT	3100	INS CO				DEP BASIS	12253.85
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL		0.00			LAST POSTING DATE	09/30/15
	"USER FIELD 1" TAG CHECK 37792	"USER FIELD 2"	JIM MCGOWAN					SALE AMOUNT	.00
	"USER FIELD 3" SURPLUS/AUCTION 2016	"USER FIELD 4"						RETIRED DATE	
	TAG # TAG 231392								

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
520 PUBLIC SAFETY	524 PROTECTIVE INSPECTIONS	3100	559001	1.00

3100HE3115	2007 RANGER	FUNDING	001	CAPITAL ASSET	Y	EST LIFE	10	DEP LIFE	10
-000	MFR FORD	CLS M	VENDOR	ORVILLE BECKFORD		DEP Y POST DP N	DEP	METH	SL
	MODEL RANGER	CAT VE EQUIP	PO	70003140	UNITS	1		SALVAGE VALU	.00
	S/N 1FTYR14UX7PA76595	LOC INSPECT	CHECK	54967	UN CST	12036.85		ACCUM DEP	10231.42
	INVENTORY DATE 03/31/15	FUND TYPE	G ACQUIRE	03/27/07	COST	12036.85		REM BOOK BASIS	1805.43
	CONDITION STATUS	DPT	3100	INS CO				DEP BASIS	12036.85
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL		0.00			LAST POSTING DATE	09/30/15
	"USER FIELD 1" ROBERT HUGHES	"USER FIELD 2"						SALE AMOUNT	.00
	"USER FIELD 3" SURPLUS/AUCTION 2016	"USER FIELD 4"						RETIRED DATE	
	TAG # TAG TA2985								

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
520 PUBLIC SAFETY	524 PROTECTIVE INSPECTIONS	3100	559001	1.00

3100HE9170	2004 TRUCK	FUNDING	001	CAPITAL ASSET	Y	EST LIFE	10	DEP LIFE	
-000	MFR FORD	CLS M	VENDOR	TROPICAL FORD INC		DEP N POST DP N	DEP	METH	
	MODEL RANGER	CAT VE EQUIP	PO	40002035	UNITS	1		SALVAGE VALU	.00
	S/N 1FTYR14U44TA19388	LOC INSPECT	CHECK	14271	UN CST	13621.38		ACCUM DEP	13621.38
	INVENTORY DATE 03/31/15	FUND TYPE	G ACQUIRE	03/30/04	COST	13621.38		REM BOOK BASIS	.00
	CONDITION STATUS	DPT	3100	INS CO				DEP BASIS	13621.38
	NEXT SCHEDULED MAINTENANCE	GRT	INS VAL		0.00			LAST POSTING DATE	09/30/14
	"USER FIELD 1" TAG CHECK 14575	"USER FIELD 2"	SHANNON PERRITT					SALE AMOUNT	.00
	"USER FIELD 3" SURPLUS/AUCTION 2016	"USER FIELD 4"						RETIRED DATE	
	TAG # TAG 219763								

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
520 PUBLIC SAFETY	524 PROTECTIVE INSPECTIONS	3100	559001	1.00

SORT GROUP	TOTAL	RECORDS
COST	37,912.08	
INSURANCE VALUE	.00	
SALVAGE VALUE	.00	
ACCUMULATED DEPRECIATION	35,596.23	
SALE AMOUNT	.00	



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

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January 4, 2016

Mr. Tony Gomillion
C/o Santa Rosa County Board of Commissioners

Dear Mr. Gomillion

The Santa Rosa County Finance Department is asking the Board to approve the following item(s) from the **Road & Bridge** department for surplus. These items are associated with the Lease Agreement between Santa Rosa County & Cowin Equipment, In the agreement, Cowin agreed to purchase the following 2 (see attached) Caterpillar M322D for \$75,000.00 each. This is for Inventory purpose to clear the items off the County Inventory Listing.

The Santa Rosa Board of Commissioners is being petitioned to have the following declared as surplus/trade.

Your immediate attention in this matter will be greatly appreciated.

Sincerely,

Michael Burton, CPA
Director of Finance
Santa Rosa County Clerk of Courts

SUNGARD PENTAMATION, INC.
 DATE: 01/04/2016
 TIME: 11:12:01

SANTA ROSA COUNTY BOCC
 Road & Bridge

PAGE NUMBER: 1
 REPORT10

SELECTION CRITERIA: (((assets.user_3 MATCHES "***TRADED/PURCHASE***")))

SORTED BY: dept,assets.tagno, assets.improvement_num

ASSET ID	DESCRIPTIVE INFORMATION	ACQUISITION INFORMATION				DEPRECIATION INFORMATION			
2100HE0375	EXCAVATOR	FUNDING	100	CAPITAL ASSET	Y	EST LIFE	10	DEP LIFE	10
-000	MFR CATERPILLAR	CLS M	VENDOR THOMPSON	TRACTOR		DEP Y POST DP N		DEP METH SL	
	MODEL M322D	CAT VE EQUIP	PO	UNITS	1	SALVAGE VALU			.00
	S/N W2S00163	LOC R & B	0	CHECK	59316	UN CST	240333.00	ACCUM DEP	196271.82
	INVENTORY DATE 08/11/15	FUND TYPE	G	ACQUIRE	07/17/07	COST	240333.00	REM BOOK BASIS	44061.18
	CONDITION STATUS	DPT	2100	INS CO				DEP BASIS	240333.00
	NEXT SCHEDULED MAINTENANCE	GRT		INS VAL		0.00		LAST POSTING DATE	09/30/15
	"USER FIELD 1" KENNY GOODSON - NORTH ZON	"USER FIELD 2"						SALE AMOUNT	.00
	"USER FIELD 3" TRADED/PURCHASE 12/31/15	"USER FIELD 4"	ACCORDING TO THE LEASE					RETIRED DATE	
	TAG # OPTION PACKAGE - COWIN EQ								

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
540 TRANSPORTATION	541 ROAD & STREET FACILITIES	2100	559001	1.00

2100HE0450	EXCAVATOR	FUNDING	100	CAPITAL ASSET	Y	EST LIFE	10	DEP LIFE	10
-000	MFR CATERPILLAR	CLS M	VENDOR THOMPSON	TRACTOR		DEP Y POST DP N		DEP METH SL	
	MODEL M322D	CAT VE EQUIP	PO	UNITS	1	SALVAGE VALU			.00
	S/N W2S00154	LOC R & B	0	CHECK	59316	UN CST	240333.00	ACCUM DEP	196271.82
	INVENTORY DATE 08/11/15	FUND TYPE	G	ACQUIRE	07/17/07	COST	240333.00	REM BOOK BASIS	44061.18
	CONDITION STATUS	DPT	2100	INS CO				DEP BASIS	240333.00
	NEXT SCHEDULED MAINTENANCE	GRT		INS VAL		0.00		LAST POSTING DATE	09/30/15
	"USER FIELD 1" FLOATER/YARD	"USER FIELD 2"						SALE AMOUNT	.00
	"USER FIELD 3" TRADED/PURCHASE 12/31/15	"USER FIELD 4"	ACCORDING TO THE LEASE					RETIRED DATE	
	TAG # OPTION PACKAGE - COWIN EQ								

DISTRIBUTION INFORMATION

FUNCTION	ACTIVITY	DEP ORGN	ACCOUNT	PCT
540 TRANSPORTATION	541 ROAD & STREET FACILITIES	2100	559001	1.00

SORT GROUP TOTAL	2 RECORDS	
COST		480,666.00
INSURANCE VALUE		.00
SALVAGE VALUE		.00
ACCUMULATED DEPRECIATION		392,543.64
SALE AMOUNT		.00

REPORT TOTAL	2 RECORDS SELECTED	
COST		480,666.00
INSURANCE VALUE		.00
SALVAGE VALUE		.00
ACCUMULATED DEPRECIATION		392,543.64
SALE AMOUNT		.00

Page 2

CED
We have evaluated your existing Caterpillar M322D wheeled Excavators and would like to be able to offer to purchase the units for \$ 75,000⁰⁰ each. Our offer to purchase is contingent on the units having a 60" ditch bucket on them and your purchase of our EW180E units. You will be able to continue to use the units until your new EW180E units arrive. At that time, we will need to get the units to our shop so that we may be able to install your current attachments.

The Volvo EW180E meets and exceeds your specifications. There are two items however where we have design differences from your specifications.

1. The Volvo EW180E exceeds the pump flow requirement of 90 gpm, with 106 gpm. Because of the design of our hydraulic system, we can accomplish this with one pump, not having to use two pumps. Our system will allow for in cab adjustment of the pressure and flow requirements of numerous hydraulic attachments.
2. The Volvo EW180E utilizes one pedal for travel, however, we utilize a rocker switch on the right joystick for direction changes. This design reduces operator fatigue.

Knowing that providing excellent customer support is important to you, I have included some basics about the customer service capabilities that the customers of Cowin Equipment Company get to enjoy. Our folks in Pensacola are the best around at taking care of your needs, just we have been doing for Santa Rosa County for many years. Attached is a short description of how we are able to provide excellent customer support, but it all comes down to our people, who want you to succeed.

I appreciate the opportunity to offer the Volvo EW180E and would value the trust you place in me and Cowin equipment. If I can answer any questions, please feel free to give me a call.

Sincerely,



John Edwards

SANTA ROSA COUNTY

REMIT TO: SANTA ROSA COUNTY
FINANCE DEPARTMENT
6495 CAROLINE ST., SUITE B
MILTON, FL 32570

INVOICE: SALE000001 Page 1
Date: Dec 31, 2015 of 1
Service: SALE OF FIXED ASSETS

Total Invoice: 150,000.00
Payments/Adjustments: 0.00
Total Due: 150,000.00

Due Date: Jan 30, 2016

Cust No: ME00010004

Service Address:

COWN EQUIPMENT CO
ATTN: JOHN EDWARDS
PO BOX 10624
BIRMINGHAM, AL 35202-0624

COWN EQUIPMENT CO
ATTN: JOHN EDWARDS
PO BOX 10624
BIRMINGHAM, AL 35202-0624

DETACH AT PERFORATION AND RETURN ABOVE PORTION WITH YOUR REMITTANCE

Description	Qty	Unit Price	Total Price	Tax
2007 CATERPILLAR M322D #W2S00154	1.00	75,000.00	75,000.00	N
2007 CATERPILLAR M322D #W2S00163	1.00	75,000.00	75,000.00	N
Total Charges:		150,000.00		
Total Tax:		0.00		
Total Invoice:		150,000.00		
Payments:				0.00
Adjustments:				0.00
Total Due:			150,000.00	

PAYMENT CENTERS (8:00 - 4:30)

SANTA ROSA COUNTY
6495 CAROLINE ST., SUITE B
MILTON, FL 32570

SOUTHEND CENTER
5841 GULF BREEZE PKWY.
GULF BREEZE, FL 32563

NAVARRE BEACH OFFICE (NB RESIDENTS ONLY)
1411 UTILITY DRIVE
NAVARRE BEACH, FL 32566
850-981-8888
OFFICE HOURS: 7:30 AM TO 4:00 PM, M-F

PAYMENT ACCEPTED ONLINE: EGOVPLUS.SRCCOL.COM



NAVARRE BEACH
WATER • LANDFILL • HANGAR
850-983-1957

INSURANCE
850-981-2027

NAVARRE BEACH LEASE
850-983-1950

COWN EQUIPMENT CO
ATTN: JOHN EDWARDS
PO BOX 10624
BIRMINGHAM, AL 35202-0624

WHEELED EXCAVATOR LEASE COMPARISON 2015

DESCRIPTION	COWIN EQUIPMENT	THOMPSON CATERPILLAR		REMARKS
PURCHASE PRICE				
			Difference	
Purchase Price	\$209,980.00	\$224,464.00	(\$14,484.00)	Estimated Delivery Dates
Extended Powertrain	\$18,910.00	\$8,546.00	(\$10,364.00)	*Cowin: 75 - 90 Days
				*Thompson: 16 - 20 Weeks
TOTAL	\$228,890.00	\$233,010.00	(\$4,120.00)	
36 MONTH LEASE				
			Difference	
36 Month Lease	\$3,098.60	\$2,910.23	(\$187.77)	* Cowin includes a full wrap warranty (exceeds specifications)
TOTAL	\$111,549.60	\$104,768.30	(\$6,781.30)	* Thompson powertrain warranty only
BALLOON PAYMENT	\$110,000.00	\$160,650.00	(\$50,650.00)	
48 MONTH LEASE				
			Difference	
48 Month Lease	\$2,806.26	\$2,945.66	(\$139.40)	* Cowin includes a full wrap warranty (exceeds specifications)
TOTAL	\$134,700.48	\$141,391.68	(\$6,691.20)	* Thompson powertrain warranty only
BALLOON PAYMENT	\$90,000.00	\$128,205.00	(\$38,205.00)	
OFFER TO PURCHASE CURRENT MACHINES				
Offer for current units	\$75,000.00	\$83,000.00	(\$8,000.00)	

Regular Meeting June 25, 2015 Milton, Florida

Public Works Committee – Cole & R. Williamson

1. Recommend 48 month lease option from Cowin Equipment Company, for two (2) Volvo EW180E wheeled excavators, as the best option package meeting specifications. Cole moved approval without objection.

Tana Tynes

From: Stephen Furman
Sent: Wednesday, June 17, 2015 7:57 AM
To: Hunter Walker
Cc: Roy Andrews; Tana Tynes; Tom Collins
Subject: Agenda Item for the next BCC meeting - wheeled excavators

Hunter, the Road and Bridge Dept., solicited bids/proposal options for either the purchase or lease of wheeled excavator machines. We are seeking to acquire two new machines to replace our two most troublesome machines. Through our procurement process, we received two qualifying proposals that addressed both the purchase of the machines as well as leasing options. Based on our review of the proposals, we recommend that the County pursue entering into a 48 month lease agreement with Cowin Equipment Co., Inc. for two Volvo EW180E machines. We feel the warranty offered on the Cowin machines better meets our needs. We support the 48 month lease over the 36 month lease because the cost to purchase an extended warranty for the fourth year (if we choose to purchase the machines) would exceed the cost saving of the 36 month lease option. At the end of the lease period, we will have the option to purchase the machines, or to pursue other options, as we see fit.

The proposals do include an offer to purchase for our two old machines. While the proposal from Cowin offers less money, we feel the superior warranty from Cowin outweighs the difference.

Please let me know if there are any questions.

Stephen

Stephen L. Furman P.E.
Assistant Public Works Director
Santa Rosa County
(850) 981-7121

Stephen L. Furman P.E.
Assistant Public Works Director
Santa Rosa County
(850) 981-7121

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.



June 6, 2015

Mr. Hunter Walker
Santa Rosa County Florida
County Administrator
6495 Caroline Street, Suite M
Milton, Florida 32570

Re: 4 Year Buyback offer for Volvo EW180E Wheeled Excavators

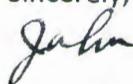
Dear Mr. Walker,

I want to thank you for allowing us to offer Volvo EW180E Wheeled Excavators for your consideration. The following conditions will apply to the buyback of the units we are offering.

1. Each unit shall be in good working order and will be inspected by Cowin Equipment. Any repairs deemed necessary will be at the sole discretion of Cowin Equipment.
2. All glass shall be intact and shall have no cracks.
3. The sheet metal shall be in good condition and should only reflect normal wear and tear.
4. The tires shall have at least 60% tread life remaining.
5. All maintenance shall be performed in accordance with Volvo recommendations and Volvo filters shall be used. Preventive maintenance checklist will be provided for your use. Documentation of maintenance records will be required.
6. Each unit shall have less than 750 hours per year of operation. For a four year buyback this will be 3,000 hours.
7. The unit shall be enrolled in 4 year/3500 hour Extended Warranty program.
8. Cowin Equipment will perform regular inspections at no cost to Santa Rosa County. It will be the responsibility of Santa Rosa County to notify Cowin Equipment 90 days prior to the 60 month delivery anniversary.
9. In the event one of the conditions is not met, the cost to remedy will be deducted from the buyback amount.

Four Year Buyback
\$90,000.00 per unit

Mr. Walker, thank you for allowing us to continue to serve your needs. If you have any questions, please feel free to give me a call.

Sincerely,


John Edwards
Governmental Sales Manager
Cowin Equipment Company
850-685-7055

Santa Rosa County Florida

No support documentation for this agenda item.

No support documentation for this agenda item.

Emily Spencer

From: Tony Gomillion
Sent: Monday, January 04, 2016 1:43 PM
To: Emily Spencer
Subject: FW: Production Cost - Santa Rosa County - April 2016

Tony Gomillion
County Administrator

Public Services- In order to continue our effort for improved customer service, please complete this online survey.
www.santarosa.fl.gov/customerservice

From: Commissioner Jay Williamson
Sent: Monday, January 04, 2016 1:35 PM
To: Tony Gomillion <TonyG@santarosa.fl.gov>
Cc: Tammy Simmons <TammyS@santarosa.fl.gov>; Roy Andrews <RoyA@santarosa.fl.gov>
Subject: Fwd: Production Cost - Santa Rosa County - April 2016

I would like to add an item to the agenda next week for the 2016 Flicks on the Field. The events will take place each Saturday (2,9,16,23,30) in April. We will get all the details hammered down this month but most importantly I need to release "not to exceed \$15,000.00" of District 1 Rec funds for events. As you can see below the five movies setup/break down and basing the licensing agreements at \$450 each movie would come to \$13,495.58. I want to have the \$1,500.00 cushion there in case we need any extra for movie licensing agreements, signage, printing, etc. These are the same people we used last year.

Thank you!

Jayer

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: Southern Outdoor Cinema <info@southernoutdoorcinema.com>
Date: 12/23/2015 3:41 PM (GMT-06:00)
To: Commissioner Jay Williamson <JayerWilliamson@santarosa.fl.gov>, Jay Williamson <jayerwilliamson@gmail.com>
Subject: Production Cost - Santa Rosa County - April 2016

Jayer,

As promised below is the production cost.

Total Event Cost = SOC production cost + Movie licensing

OUR "OUTDOOR MOVIE EVENT PRODUCTION" PACKAGE INCLUDES:

Not only do we provide top quality outdoor movie events, our services are completely turn-key

- All equipment needed (screen, audio, projection)
- Delivery/travel, Setup & Teardown
- Operation of the equipment by a trained engineer
- Music played before the movie start
- Microphone
- Spare equipment (Mixers, Media Players, ect)
- Graphic artist to assist with creation of on-screen ads
- We carry a 2 million dollar commercial liability policy

EQUIPMENT / PRODUCTION COST (for the length of one movie screening)

The production cost with the 43' screen is \$2,249.10 per event for a series (Normally \$2,499)

- a MASSIVE medium-sized screen
- ideal for large venues
- 1,500 on blankets and lawn chairs

MOVIE LICENSING

We are estimating that movie licensing will be around \$350-450 per film. Remember movie licensing is based off of the film you are showing. SOC can pay the license and add it into our invoice like we did last year.

We can get quotes for films. Let me know what films you are interested in. (I sent film list seperate).

,Paul Murray
 Founder & Outdoor Movie Expert
 Southern Outdoor Cinema, LLC
www.SouthernOutdoorCinema.com
 T: 678-689-8143

"Bigger Screens. Brighter Images. Crisper Sound."

Note our office hours:

M-Thursday **11am-5pm**
 Friday **11am-2pm**

#####

On Wed, Dec 16, 2015 at 7:32 AM, Commissioner Jay Williamson <JayerWilliamson@santarosa.fl.gov> wrote:

Good Morning! I hope all is well. I am wanting to do the movie event again this year. I was looking at each Saturday in April. There are 5. Can I get a cost estimate for same screen as last year. And any movie suggestions?

Jayer

Sent from Verizon Wireless 4G LTE mobile

Florida has a very broad public records law. Under Florida law, both the content of emails and email addresses are public records. If you do not want the content of your email or your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in person.

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.



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



14

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

TONY GOMILLION, County Administrator
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

TO: Board of Commissioners

FROM: Tony Gomillion, County Administrator

DATE: January 11, 2014

SUBJECT: Average Joe's CrossFit Event

DISCUSSION

Discuss a request from Average Joe's CrossFit for utilization of the Navarre Beach boat ramp parking lot and roadways, along with a discussion of the recently enacted Special Event Permit ordinance.

BACKGROUND

Attached you will find the request along with a copy of the recently enacted special event ordinance.

There has been some doubt or discussion among staff as to the intent of the recently enacted ordinance and how it should be applied to this request, as well as, another request on this same agenda.

In particular the discussions with staff centered on the permit requirement related to Section 3 item 3 (public property or county park) which is a stand-alone criteria as written.



January 6, 2016

Average Joe's CrossFit

7297 Navarre Pkwy Navarre, FL 32566

(850)218-0570

Santa Rosa County Board of Commissioners:

We are a local CrossFit affiliate interested in organizing a competitive fitness event for our athletes and anyone interested in participating in our event. We will organize, coordinate, and fund all aspects of this event. However, we require a larger activity space than our building may provide and believe that Navarre Beach would serve as the perfect venue. We expect it to attract between 100-150 regional athletes and spectators and believe that most of these individuals will bring various aspects of commerce to Santa Rosa County in the form of sales tax, bed tax, etc. This would be our first local event of this size and, upon successful execution; we look forward to planning future events in the area.

We request that this proposal be submitted for approval by the Santa Rosa County Board of Commissioners at the scheduled meeting of January 14th, 2016.

We appreciate your consideration and are available at your convenience to answer an questions you might have. We look forward to a successful event here in Santa Rosa County!



Pete Sharrett (owner/operator)



Kate Mast (event coordinator)

EVENT PROPOSAL

Contact Information

Average Joe's CrossFit 7297 Navarre Pkwy Navarre, FL 32566
 ajscrossfit@gmail.com
 Pete Sharrett (owner/operator) 850-368-0553
 Kate Mast (events coordinator) 850-567-3963

Event Information

Name of Proposed Event: Blue Collar Beatdown
 Date: Saturday February 27th 9:00am-3:00pm
 Location: Navarre Beach Boat Ramp Parking Lot and 5K route along Gulf Blvd
 *See map
 Description of Event: A 5K race and a competition comprised of 3 CrossFit workouts
 Expected Attendance: 100-150 participants

Cleanup Plan:

We will provide volunteers for all cleanup to be completed by 6:00pm on February 27th, 2016

START/FINISH – W EDGE OF BENCH, (30' E OF STOP SIGN ACROSS STREET) 90' E OF SW ENTRY/EXIT, PARKING LOT OF BOAT RAMP, GULF BLVD.

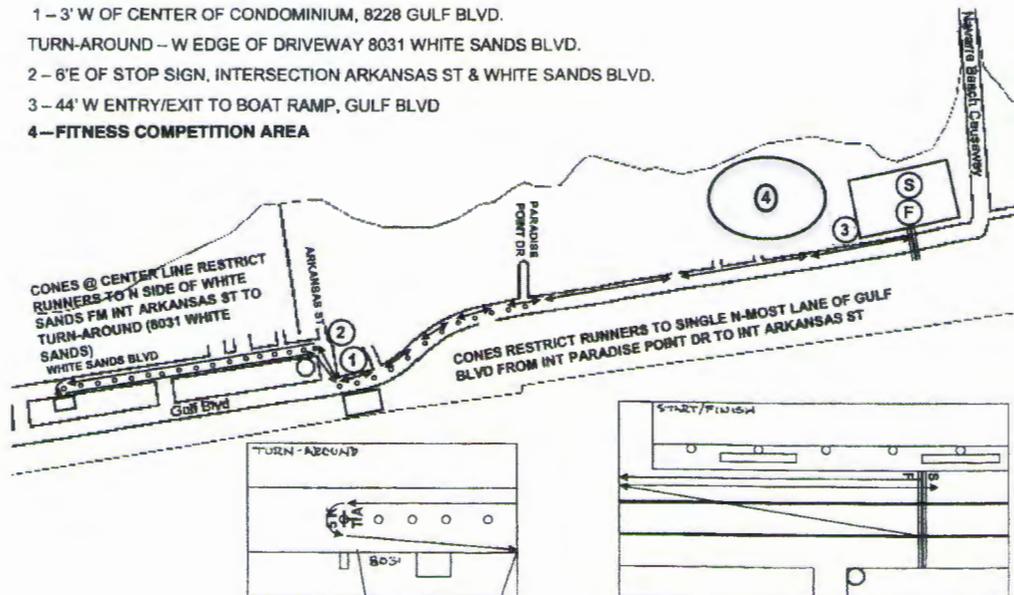
1 – 3' W OF CENTER OF CONDOMINIUM, 8228 GULF BLVD.

TURN-AROUND – W EDGE OF DRIVEWAY 8031 WHITE SANDS BLVD.

2 – 6'E OF STOP SIGN, INTERSECTION ARKANSAS ST & WHITE SANDS BLVD.

3 – 44' W ENTRY/EXIT TO BOAT RAMP, GULF BLVD

4 – FITNESS COMPETITION AREA



We look forward to hearing an answer as soon as possible so we can proceed with the scheduling and planning of our event.

Thank you for your time and consideration.

Kate Mast

Administrator/Owner



(850)567-3963

7297 Navarre Pkwy

Navarre, FL 32566

Increase your **mean**. Make your **median** large. Get your **mode** on.

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.

ORDINANCE NO. 2015 - 28

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA;
ESTABLISHING THE SPECIAL EVENTS PERMITTING
PROCESS; AMENDING ALL ORDINANCES IN CONFLICT
HEREWITH, INCLUDING ORDINANCE 77-01; PROVIDING
DEFINITIONS, PERMITTING AND APPLICATION
PROCESS; PROVIDING FOR REVOCATION DUE TO
VIOLATIONS; PROVIDING FOR CODIFICATION; AND,
PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF
SANTA ROSA COUNTY, FLORIDA:

SECTION 1. Title and Intent.

This ordinance and chapter are titled and may be cited as the "Santa Rosa County Special Events Permitting Ordinance." The intent of the special event permit is to provide for events that encourage overnight visitors to Santa Rosa County, impacting commercial lodging industry, hotels/motels, campgrounds, condominiums, as well as restaurants, retail establishments and other businesses. To be considered the following criteria must be established:

1. Each application must be submitted with a signed Certification and Compliance page;
2. The event must have the potential to bring or have had past history of bringing out of town visitors;
3. Applicant must provide a marketing/promotions plan and detailed budget for event;
4. Advertising and marketing must occur 90% out-of-market (i.e. outside of Santa Rosa);
5. Applicant must provide a detailed budget and post event profit and loss statement; and
6. The event must encourage use of commercial lodging establishments within Santa Rosa County.

SECTION 2. Definitions.

The following words and phrases, when used in this chapter are defined as follows:

Private property means property that is owned, leased, operated, maintained or controlled by one (1) or more individuals or private entities.

Public property means property that is owned, leased, operated, maintained or controlled by the county.

Sale or consumption of alcohol within Santa Rosa County facilities and public parks means an event being held within a county facility or public park at which alcohol is to be sold or consumed.

Special event means a temporary preplanned gathering or event of an entertainment, cultural, recreational, educational, political, religious, or sporting nature, or any other nature, that is sponsored by an individual or entity and is open to the public in general, whether on public or private property, which will substantially and demonstrably promote tourism in Santa Rosa County.

Use of county property means an event being held within unincorporated Santa Rosa County, in a county park or facility.

SECTION 3. Permit.

(a) *Required.* The following event types require a permit:

- (1) An event that is expected to draw one thousand (1,000) or more persons at any session as participants or spectators, which is proposed to be held on public or private property; and/or
- (2) An event at which alcohol is expected to be sold or consumed at times or locations not otherwise allowed by Santa Rosa County Ordinances, including Ordinance 77-01; and/or
- (3) An event that is expected to be held on public property or within a county park; and/or
- (4) An event at which alcohol is expected to be sold or consumed within a county facility or public park.

(b) *Application.* At least sixty (60) days prior to the scheduled start of the event, the completed application with descriptive plans for all arrangements must be submitted to the TDC Director for review and recommendation and the planning and zoning department along with any applicable fees as set by resolution as may be amended from time to time. The applicant must comply with any and all conditions set forth in the application by the required sign-off agencies and as required by the county administrator or designee.

(c) *Conditions.* The county reserves the right to establish such additional conditions, criteria or detailed specifications for the special event permit as it may deem necessary

to carry out the intent of this article, for the protection of the public health, safety and welfare of the public.

- (d) *Advertising.* No person, corporation, partnership, or other organization may advertise, conduct, maintain, or sell or furnish tickets for a special event in Santa Rosa County unless and until that person or entity has obtained a permit from the county.
- (e) *Insurance.* The applicant, at its sole expense, agrees to procure and maintain in force during the entire term of the event, liability insurance in the amounts determined by county risk management to protect against damages or other claims arising from use of county property by the applicant or its guests. Other limits may also be established by county risk management for events which will be serving or consuming alcoholic beverages at approved county property. The insurance policy must also include coverage for the applicant's contingent liability on damages, claims or losses. "Santa Rosa County Board of County Commissioners" must be named as "additional insured" on the certificate of insurance, and the certificate must be delivered to Santa Rosa County prior to the applicant's use of the property. The insurance may not be canceled during the term of the event, if this occurs, the county has the right to revoke approvals related to use of the county property for the event, without recourse by the applicant.
- (f) *Bond.* At its discretion, subject to other applicable laws or ordinances, the county may require an indemnity and/or performance security bond for an event. The bond must be with a corporate bonding company authorized to do business in the State of Florida, or a cash bond in the form of a cashier's check payable to the board. The bond must indemnify Santa Rosa County, its agents or employees against any and all claims arising out of the preparations, conduct or aftermath of the event.

SECTION 4. Indemnification.

The applicant agrees to indemnify, release and save harmless the board against any and all claims, costs, demands, damages, judgments or injuries of any nature arising from the conduct or management of, or from any work or thing whatsoever done in or about county property or any building or structure appurtenant thereto or equipment thereof during the term of this permit, or arising during the term of use from any act of negligence of the applicant, applicant's agents, contractors, or employees, or arising from any accident, injury, or damage whatsoever, however caused, to any person or persons, or to any property of any person, persons, corporation or

corporations, occurring during the term of this agreement on, in, or about said county property, and from and against all costs, attorney's fees, expenses and liabilities occurring in connection with any such claim or any action or proceeding brought thereon.

SECTION 5. Delivery, acceptance and surrender of premises.

- (a) The applicant agrees to accept the county property on possession as being in a satisfactory state of repair and in sanitary condition.
- (b) The applicant must surrender the premises to the county in the same condition as when the applicant takes possession, allowing for reasonable use and wear, and damage by acts of God. The applicant agrees to remove all business signs or symbols placed on the premises by the applicant before redelivery of the premises to the county, and restore the premises to the condition in which it existed before their placement. Any signs and markings created or used in connection with this event must be temporary and removable; painting roadways, trees or any other fixed object is strictly prohibited. The applicant agrees to clear the county property of litter at the close of the event.

SECTION 6. Consideration of application.

Upon receipt of the completed application with all required attachments, the county administrator or designee will review and present the request to the Board of County Commissioners at a Public Hearing. Prior to any permit issuance, the Board of County Commissioners will hold a public hearing on said application after notice thereof by publication in a newspaper of general circulation in the county. The notice shall describe the time, date, and place of the special event, identify the applicant, and outline the general purpose of the application.

SECTION 7. Violations. The county may revoke the event permit granted under this chapter upon the occurrence of any violation of this chapter.

SECTION 8. Conflicts. All ordinances or portions of ordinances in conflict herewith are amended consist with this ordinance.

SECTION 8. Codification. The provisions of this ordinance shall become and be made a part of the code of laws and ordinances of the County of Santa Rosa. The sections of this ordinance may be renumbered or relettered to accomplish such, and the word "ordinance" may be changed to "section", "article", or any other appropriate word.

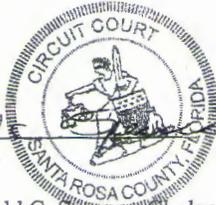
SECTION 9. Effective Date. This Ordinance shall take effect January 1, 2016.

PASSED AND ADOPTED by a vote of 5 yeas and 0 nays and 0 absent of the Board of County Commissioners of Santa Rosa County, Florida, on the 12th day of November, 2015.

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

ATTEST:

Donald C. Spencer
Clerk of Court



By: Don Salter

Chairman

I, Donald C. Spencer, Clerk of Court of Santa Rosa County, Florida, do hereby certify that the same was adopted and filed of record and sent electronically to the Secretary of the State of Florida, on this 16th day of November, 2015.

Donald C. Spencer
Donald C. Spencer, Clerk of Court

9 December 2015

Mr. Hunter Walker
Department Director
Navarre Beach Department
1141 Utility Drive
Navarre Beach, FL 32561

RE: Proposal for charity fitness event held on Navarre Beach April 2nd-3rd, 2016.

Dear Mr. Walker

My name is Steven Philpot, I am Owner and Operator of CrossFit Navarre and Navarre Athletic Performance LLC, located at 2209 Highway 87 Navarre, FL. We are Navarre's original CrossFit and sports performance gym since 2010. The reason for this letter is to request for permission to utilize the Navarre Beach parking lot located behind Rocco's Italian Bistro, and rent out three pavilions, to hold a two day fitness competition. A percentage of all our proceeds raised for this event will go toward our local Navarre Beach Fire Department and Navarre Beach Pier.

The dates of the event will be Saturday April 2nd and Sunday April 3rd 2016. We will need three pavilions to be reserved near the Navarre Pier rented out Friday, Saturday, and Sunday for our event staff and sign in area. Porta-potty rental and extra trash can receptacles will be used for the event convenience being dropped off Friday evening as well as surveying the area needed for our event. Prep and setup for the event will start Friday evening around 6:00 p.m. Santa Rosa County Sheriff Department will be used and paid for security by CrossFit Navarre throughout the event starting Friday evening and ending on Sunday at 5:00 p.m.

Saturday morning April 2nd as well as Sunday April 3rd the athlete's will check in with our event staff at the pavilions from 6:00 a.m. – 8:00 a.m. with the fitness event kicking off at 9:00 a.m. located in the parking behind Rocco's; with the event ending around 5:00 p.m. (See map attached of event area)

All of our fitness equipment used for the event, belongings, and waste will be picked up with nothing left behind in the parking lot from our staff or athletes after event end on Sunday. Each athlete will receive an event T-shirt with our logo representing Navarre Beach and event sponsors upon sign up. The sponsor and vending area will not be located at the event site or on Navarre Beach. The separate location for all sponsors and vending will be located off Highway 98. Our event will draw a large number of local and out of state athletic enthusiasts to strengthen our local economy and increase tourism.

Our event will be insured through Affiliate Guard Insurance, with Santa Rosa County listed on insurance deed along with CrossFit Navarre.

Our overall goal for this event is to have a fun and safe weekend of fitness while raising money for our Navarre Beach Fire Department and Navarre Beach Pier. We know our event will draw local and non-local crowds with increase of local business revenues. Many of our athletes and their families will be staying at hotels and condos on Navarre Beach throughout the week of the event. We hope to bring awareness to the importance of our own Navarre Beach Fire Department and Pier. With your endorsement and approval, our planning can continue to make this event possible. Thank you for your time and consideration.

STEVEN E. PHILPOT
OWNER, CROSSFIT NAVARRE



Event

— porta-potty
area
— Event Area



Navarre Beach Marine Science Station
8638 Blue Heron Court
Navarre Beach, FL 32566
www.navarrsciencestation.org

December 15, 2015

Hunter Walker
Santa Rosa County Administrator
6495 Caroline St
Milton, FL 32570-4592

Dear Hunter:

The Navarre Beach Marine Science Station would like to request authorization to host the inaugural *Sharks and Champagne* fundraising event in the Navarre Beach Park on April 1, 2016. Proceeds will benefit our supporting non-profit, NWFL Marine EDGE. The event will promote the upcoming Discovery Center and current ecotourism programs at the station. The event will be from 5-9pm. It will be held in the parking lot north of the station and in adjacent pavilions.

Thank you for continuing to support the station. We look forward to working with the county to make this a successful event.

Should you have any questions, please call me at 850-449-4295

Sincerely,

A handwritten signature in cursive script that reads "Charlene Mauro".

Charlene Mauro
Director
Navarre Beach Marine Science Station



Navarre Beach Marine Science Station
8638 Blue Heron Court
Navarre Beach, FL 32566
www.navarrsciencestation.org

December 15, 2015

Hunter Walker
Santa Rosa County Administrator
6495 Caroline St
Milton, FL 32570-4592

Dear Hunter:

The Navarre Beach Marine Science Station would like to request authorization to host the fourth annual Autism OdysSea in the Navarre Beach Park on April 23, 2016. This family friendly event is from 9am-1pm. It will be at the station and adjacent pavilions. The event time and location will not conflict with the any other event scheduled on that day.

Thank you for continuing to support the station and, in this case, all of the special needs teachers, families who attend the event.

We will work with the county on logistics and pavilion rental. Thank you.

Should you have any questions, please call me at 850-449-4295

Sincerely,

A handwritten signature in cursive script that reads "Charlene Mauro".

Charlene Mauro
Director
Navarre Beach Marine Science Station



Navarre Chamber Foundation
8668 Navarre Parkway #142
Navarre, FL 32566
850-939-3267
NavarreChamberFoundation.org

December 15, 2015

Santa Rosa County Board of Commissioners
6495 Caroline St, Suite M
Milton FL, 32570-4592

Subject: Annual Marine Sanctuary **Run for the Reef 5K/10K Race**

Request permission to conduct our annual marine sanctuary Run for the Reef 5K/10K race on Navarre Beach **Saturday, October 8, 2016**. The event will be run on Gulf Blvd, Arkansas, and White Sands starting at 0730 and the course will close at approximately 0930. The multi use path along Gulf Blvd and in the park will also be used for walkers and children.

Event insurance will be secured and off duty deputies will be hired.

The event is part of Beaches to Woodlands.

Please contact me if you have additional questions, 939-6973, mjsandler@bellsouth.net.

Sincerely,

Mike Sandler

Mike Sandler
Foundation Board President

Emily Spencer

From: Stephen Furman
Sent: Tuesday, January 05, 2016 4:16 PM
To: Tony Gomillion; Emily Spencer; Sabrina White; Commissioner Salter
Cc: harry@thewarriorride.org
Subject: Fwd: Please submit for approval: The Warrior Ride Route and Schedule and Use of Land

Tony, here is the backup information on the Warrior Ride agenda item.

Sent from my iPhone

Begin forwarded message:

From: harry thewarriorride.org <harry@thewarriorride.org>
Date: January 5, 2016 at 3:44:13 PM CST
To: Stephen Furman <StephenF@santarosa.fl.gov>, maria.townsend <maria.townsend@dot.state.fl.us>, kyle.kemp <kyle.kemp@ci.milton.fl.us>
Subject: Please submit for approval: The Warrior Ride Route and Schedule and Use of Land
Reply-To: harry thewarriorride.org <harry@thewarriorride.org>

Hi Mr. Ferman,

Can you please forward this request for use of the grass area and parking lot area to the Board of County Commission. This request also provides the route and schedule for all 3 days of The Warrior Ride "Tour de Sunshine" on Saturday February 24-27, 2016.

Early Registration for The Warrior Ride Community Riders at 0700 hours. Setup by The Warrior Ride Staff would start between 0600 and 0615 hours.

The Warrior Ride, is a 501c3 Non-Profit Organization Founded by Bob Racine 8 years ago, The Warrior Ride was introduced to Combat Injured Service Members to help them rehabilitate through adaptive cycling, The unique format and Bob's motto "We Ride as Fast as the Slowest Rider" has given 1000's of Combat Injured Service Members the confidence and willingness to complete a 3 day 100-mile bike ride.

As the Florida Event Coordinator for The Warrior Ride "Tour de Sunshine" please accept the following requests for this 3 day event:

- Request permission to use the grassy area between Willing St and Elmira St between the Blackwater Bistro and the Veterans Memorial Plaza
- Request permission to use the gravel parking area between Willing St and Elmira St between the Blackwater Bistro and the Veterans Memorial Plaza

Schedule for the 3 day adaptive riding event will be as follows: (please note that Combat Injured Service Member Arrival to Hotel, Event Check-in and Bike Fitting will be on Wednesday February 24, 2016.

The Host Hotel for the event will be: Milton Inn and Suites Hwy 87 S Milton, Florida 32570.

Please Note: Road Closures will not be necessary for this event. Stopping on Hwy 90, Avalon Blvd, Hwy 98 and Hwy 87 South will be for emergency only.

Day 1 Veteran Ride - Thursday February 25, 2016. Leave hotel at 0830 hours. (2) Santa Rosa County Sheriff Escorts, TWR Support Vehicles plus 35 Combat Injured Service Members on Adaptive HandCycles, Recumbent Cycles and Upright Bicycles.

- Arrive at Milton Veteran Memorial Plaza before 0930 hours
- Opening Ceremony Starts at 0930 hours
- After ceremony is over:
- Ride to W.H. Rhodes Elementary (school visit)
- Arrive at Milton Fire Department for Lunch
- Ride Blackwater Heritage State Trail
- Ride to Pace Fire Department (End of Day 1)
- Distance: Approximately 36 miles

Day 2 Veteran Ride - Friday February 26, 2016. Leave hotel at 0745 hours. (2) Santa Rosa County Sheriff Escorts, TWR Support Vehicles plus 35 Combat Injured Service Members on Adaptive HandCycles, Recumbent Cycles and Upright Bicycles.

- Day 2 Start Point will be at Lou Sobh's Milton Chevrolet
- Ride will begin at 0830 hours
- Ride to Benny Russell Elementary School (school visit)
- Ride to Avalon Middle School (school visit)
- Proceed on Avalon Blvd towards Garcon Bridge Toll Plaza
- Proceed to Garcon Bridge
- At Avalon Blvd and Hwy 98 (Turn Left)
- Proceed to Abercrombie Road
- Abercrombie Road to Bay Blvd (Turn Right)
- Proceed on Bay Blvd to Hwy 87
- Turn Left on Hwy 87
- Proceed to Coastline Calvary Chapel (End of Day 2)
- Distance: Approximately 30 miles

Day 3 Community Rider Day - Saturday February 27, 2016. This is the day that the Community Riders are invited to register (\$35.00) and ride with the Combat Injured Service Members and Non Service Connected Veterans. The Start/Stop point for todays ride is projected to be at the Blackwater Bistro in Downtown Milton. Note: there will not be an escort by the Santa Rosa Sheriffs Department. There will be approximately 1-2 miles of escort by The Warrior Ride Founder, Bob Racine.

- Start at Blackwater Bistro - 5147 Elmira Street - Downtown Milton
- Mile 1 - Elmira Street
- Mile 2 - Garcon Point Road
- Mile 3-7 Robinson Point Road
- Mile 8-9 Garcon Point Road
- Mile 10-11 De Lisa Road
- Mile 12 Warren Road
- Mile 13 Woodville Road, Ventura Road, Cobb Road

- Mile 14-15 Garcon Point Road
- Mile 16 Caroline Street
- Mile 17-21 Dogwood
- Mile 22-25 Stewart Street
- Mile 26-32 Caroline Street
- Complete ride at Blackwater Bistro 5147 Elmira Street Downtown Milton
- Ride Blackwater Heritage State Trail
- Distance: Approximately 32 miles

If I have missed anything, please contact me immediately. Thank you for all of your assistance and support.

- Thank You -

Have a Great Day

Harry Carr

237 Merrill Drive

Milton, Florida 32570

603-289-7768

www.thewarriorride.org

Facebook: The Warrior Ride



Email scanned by Check Point



SANTA ROSA COUNTY BOARD OF COMMISSIONERS



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

6495 Caroline Street, Suite C
Milton, Florida 32570-4592

Hunter Walker, County Administrator
Roy V. Andrews, County Attorney
Jayne Bell, OMB Director

MEMORANDUM

TO: EMILY SPENCER

FROM: ROY V. ANDREWS

A handwritten signature in blue ink, appearing to read "RVA", positioned to the right of the "FROM" field.

DATE: DECEMBER 16, 2015

SUBJECT: ADVERTISING ORDINANCE FOR PUBLIC HEARING

The following is the heading for the advertisement of the ordinance establishing boating restrictions in the canals within Polynesian Isles, which is to be heard at the public hearing beginning at 9:30 a.m., January 14, 2015 at the Regular Meeting of the Board of County Commissioners.

AN ORDINANCE RELATING TO SANTA ROSA COUNTY; AMENDING CHAPTER 23 OF THE SANTA ROSA COUNTY FLORIDA CODE BY ADDING SECTION 23-76 BOATING REGULATIONS FOR POLYNESIAN ISLES CANALS; ESTABLISHING BOATING RESTRICTIONS/ REGULATIONS; PROVIDING FOR PENALTIES; PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND, PROVIDING FOR AN EFFECTIVE DATE.

ORDINANCE NO. 2016 - ____

AN ORDINANCE RELATING TO SANTA ROSA COUNTY;
AMENDING CHAPTER 23 OF THE SANTA ROSA COUNTY
FLORIDA CODE BY ADDING SECTION 23-76 BOATING
REGULATIONS FOR POLYNESIAN ISLES CANALS;
ESTABLISHING BOATING RESTRICTIONS/ REGULATIONS;
PROVIDING FOR PENALTIES; PROVIDING FOR
CODIFICATION; PROVIDING FOR SEVERABILITY; AND,
PROVIDING FOR AN EFFECTIVE DATE.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY
COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA:

WHEREAS, the Santa Rosa County Board of County Commissioners finds that it is necessary to establish boating restrictions/regulations in designated waterways located in Santa Rosa County, and

WHEREAS, said boating regulations are required to protect the health, welfare and safety of the public due to hazards presented by visibility restrictions, boating and skiing congestion, and risk of boating collision,

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COUNTY
COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA:

SECTION 1. Chapter 23, Waterways, of the Santa Rosa County Florida Code is amended to create Section 23-76 Boating Regulations for Polynesian Isles Canals by establishing the following boating restrictions.

1. Boating Restrictions are hereby adopted for the area known as Polynesian Isles Canals as depicted in the attached Exhibit A.
2. The appropriate signage shall be posted upon authorization from the Florida Fish and Wildlife Conservation Commission.
3. The following boating restrictions are defined as set forth in 68D-23.103 Florida Administrative Code (FAC):

(A) "Slow Speed" and "Slow Speed Minimum Wake" may be used interchangeably and mean that a vessel must be fully off plane and completely settled into the water. The vessel must then proceed at a speed which is reasonable and prudent under the prevailing circumstances so as to avoid the creation of an excessive wake or other hazardous condition which endangers or is likely to endanger other vessels or other persons using the waterway. At no time is any vessel required to proceed so slowly that the operator is unable to maintain control over the vessel or any other vessel or object that it has under tow. A vessel that is:

1. Operating on plane is not proceeding at this speed;
2. In the process of coming off plane and settling into the water or coming up onto plane is not proceeding at this speed;
3. Operating at a speed that creates a wake which unreasonably or unnecessarily endangers other vessels or other persons using the waterway, or is likely to do so, is not proceeding at this speed;
4. Completely off plane and which has fully settled into the water and is proceeding at a reasonable and prudent speed with little or no wake is proceeding at this speed.

SECTION 2. PENALTY. The provisions of this section may be enforced by any law enforcement officer as defined in Section 943.10, Florida Statutes. Pursuant to Section 327.73, Florida Statutes, any person cited for a violation of any such provision shall be deemed to be charged with a noncriminal infraction, shall be cited for such an infraction, and shall be cited to appear before the county court. The civil penalty for any such infraction is \$50, except as otherwise provided for allowable county court costs for boating infractions. Where a statute or administrative rules are referenced herein, this shall mean the most recently adopted version of said statute and administrative rules.

SECTION 3. REFERENCE TO OTHER AUTHORITY. Where a statute or administrative rules are referenced herein, this shall mean the most recently adopted version of said statute and administrative rules.

SECTION 4. CODIFICATION. The provisions of this ordinance shall become and be made a part of the code of laws and ordinances of the County of Santa Rosa. The sections of this ordinance may be renumbered or relettered to accomplish such, and the word "ordinance" may be changed to "section", "article", or any other appropriate word.

SECTION 5. EFFECTIVE DATE. This Ordinance shall be effective upon completion of the following: approved and adopted pursuant to Santa Rosa County's procedure, approval by the Florida Fish and Wildlife Conservation Commission pursuant to Section 327.46, Florida Statutes and upon posting of the regulatory markers.

PASSED AND ADOPTED by a vote of __ yeas and __ nays and __ absent of the Board of County Commissioners of Santa Rosa County, Florida, on the __ day of January, 2016.

**BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA**

By: _____
Chairman

ATTEST:

Clerk of Court

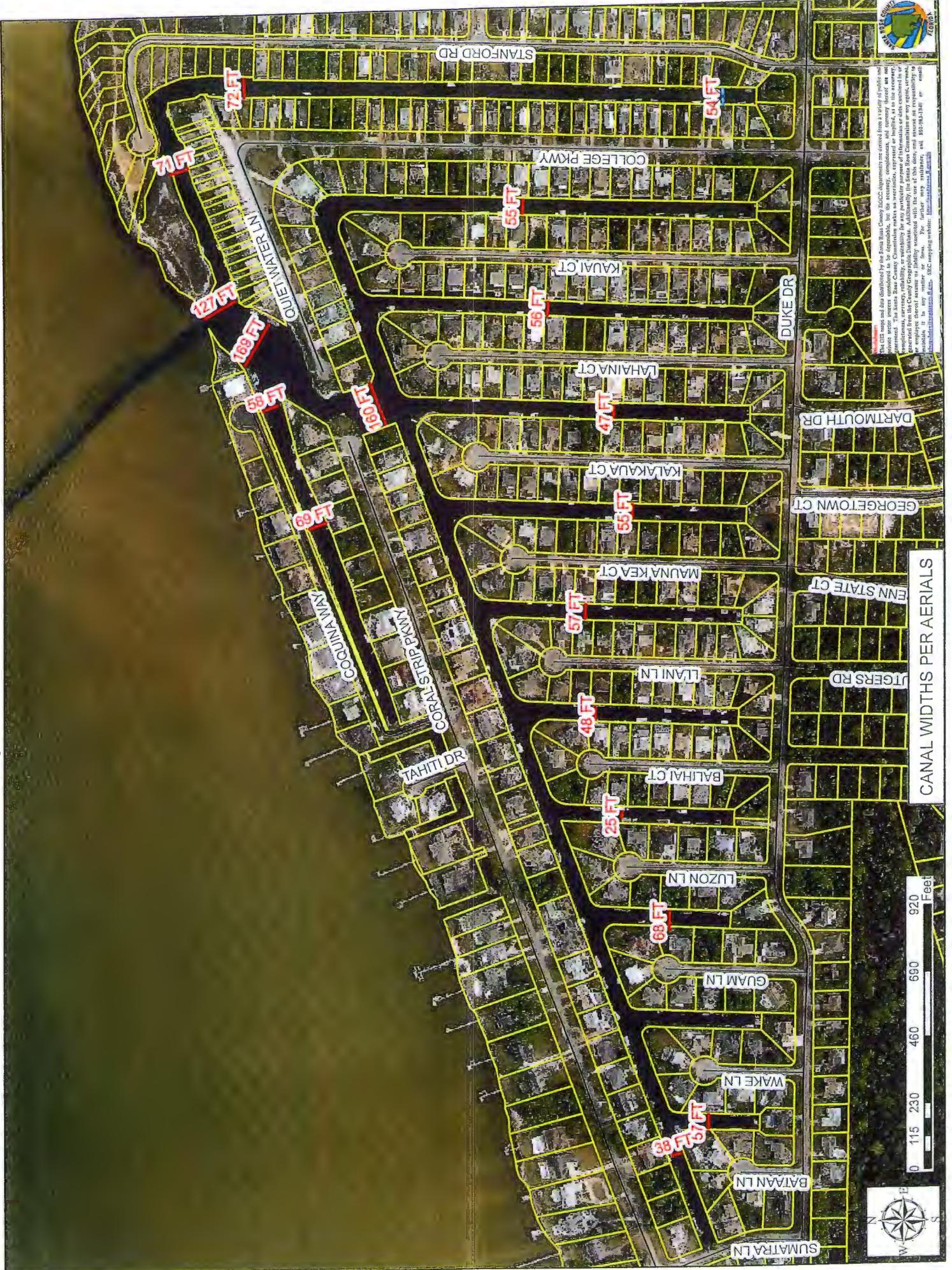
I, Donald C. Spencer, Clerk of Court of Santa Rosa County, Florida, do hereby certify that the same was adopted and filed of record and sent electronically to the Secretary of the State of Florida, on this _____ day of _____, 2016.

Donald C. Spencer, Clerk of Court



Polynesian Isles Canals

Polynesian Canals Aerials



The GIS maps and data displayed by the State of Hawaii Department of Planning and Economic Development are derived from a variety of public and private sources. The State of Hawaii Department of Planning and Economic Development makes no warranty, expressed or implied, as to the accuracy, completeness, timeliness, or reliability of any information or data contained in or generated from this County Geographic Information System. The user assumes all responsibility for the use of this data, and accepts the responsibility to include it in any report or form. For further map information, call 808-541-1841 or email gis@hawaii.gov. GIS mapping website: <http://gis.hawaii.gov>

CANAL WIDTHS PER AERIALS



NOTICE OF PUBLIC HEARING

WHEREAS, Tim Legge and Jerri L. May have petitioned to vacate, abandon, discontinue and renounce any interest and right of the public in and to the following described property, to-wit:

The Alleyway between lots 3 – 12 and lots 13 – 22 in Block 656 of the Avalon Beach Subdivision, as recorded in Plat Book A, Pages 1 - 10, of the public records of Santa Rosa County, Florida.

AND WHEREAS, a time and date have been established for a public hearing for the Santa Rosa County Board of County Commissioners to consider the advisability of exercising its authority pursuant to Chapter 336 of the general statutes to vacate, abandon, discontinue, renounce and disclaim any right or interest of the public in and to the above described property.

NOW, THEREFORE, all interested persons and the public generally are directed that a public hearing upon the above mentioned Petition, shall be held by the Santa Rosa County Board of County Commissioners at the Santa Rosa County Board of County Commissioners at the Santa Rosa County Administrative Offices located at 6495 Caroline Street, Milton, Florida, on the 14th day of January, 2016, at the hour of 9:30 a.m. Central Time, or as soon thereafter as the matter can be considered.

All interested parties should take notice that if they decide to appeal any decision made by the Santa Rosa County Board of County Commissioners with respect to any matter coming before said Board at said meeting, it is their individual responsibility to insure that a record of proceedings they are appealing exists and for such purpose they will need to insure that a verbatim record of the proceedings is made, which record shall include the testimony and the evidence upon which their appeal is to be based. Interested parties may appear at the meeting and be heard with respect to this matter.

If you are a person with a disability who needs any accommodation in order to participate in a public hearing you are entitled to the provision of certain assistance. Please contact Wanda Pitts at (850) 983-1925 or at 6495 Caroline Street, Milton, Florida, at least one (1) week prior to the date of the public hearing.

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: 10/8/2015

Owner(s) Name(s):

TIM LEGGE
JERRI L MAY

Mailing Address:

3025 N. 15TH AVE
MILTON, FL 32583

Email Address:

tjlegge431@gmail.com

Phone Number:

Fax Number: _____

Billing Address (if different from above):

Reason for Vacation Request: SHED LOCATED 2' ON ALLEYWAY

Area of Vacation: ALLEYWAY

Property address (abutting vacation area):

3025 N. 15TH AVE
MILTON, FL 32583

****ATTACH LEGAL DESCRIPTION AND MAP OF PORTION BEING VACATED****

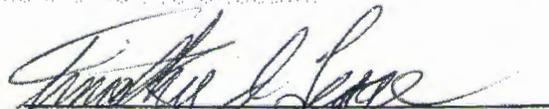
Representative's Name (if applicable):

Address:

Phone Number:

Owner 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.

Date Signed: 10/8/15


Owner Signature

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


Owner Signature

LEGEND:

- ① - FOUND 1/2" CAPPED IRON ROD #7092
- ② - FOUND 1/2" CAPPED IRON ROD #4208
- ③ - FOUND 1/2" CAPPED IRON ROD #2819
- ④ - FOUND PLAIN 1/2" IRON ROD
- ⑤ - FOUND 1" CAPPED IRON PIPE #5170
- ⑥ - SET 1/2" CAPPED IRON ROD L.B. #7092
- ⊙ - POWER POLE

- PSM - PROFESSIONAL SURVEYOR AND MAPPER
- L.B. - LICENSED BUSINESS
- BSL - BUILDING SETBACK LINE
- R/W - RIGHT-OF-WAY
- P - PLAT
- F - FIELD

- ▭ - CONCRETE
- ▭ - CRUSHED ASPHALT

SAN MIGUEL STREET

DESCRIPTION: (AS FURNISHED)

LOTS 6, 7, 8 AND 9, BLOCK 658, AVALON BEACH SUBDIVISION AS RECORDED IN PLAT BOOK A PAGES 1 - 10 IN THE PUBLIC RECORDS OF SANTA ROSA COUNTY, FLORIDA.

SURVEYORS NOTES:

THIS SURVEY WAS PERFORMED FOR THE CLIENT SHOWN AND IS NOT TO BE USED FOR ANY OTHER PURPOSES OR TRANSACTIONS WITHOUT PRIOR CONSENT FROM THIS SURVEYOR.

ALL MEASUREMENTS WERE MADE ACCORDING TO UNITED STATES FOOT.

NO TITLE RESEARCH WAS PERFORMED BY THIS SURVEYOR. NOR WERE WE FURNISHED WITH SUCH. NO INSTRUMENT OF RECORD REFLECTING EASEMENTS, RIGHT OF WAY, AND/OR OWNERSHIP WERE FURNISHED TO THIS SURVEYOR EXCEPT AS SHOWN.

NO UNDERGROUND INSTALLATIONS OR IMPROVEMENTS HAVE BEEN LOCATED EXCEPT AS SHOWN.

ALL BEARINGS AND DISTANCES ARE RECORD UNLESS OTHERWISE NOTED.

ERROR OF CLOSURE MEETS MINIMUM TECHNICAL STANDARDS.

THERE MAY BE ADDITIONAL RESTRICTIONS AFFECTING THIS PROPERTY THAT MAY BE FOUND RECORDED IN THE PUBLIC RECORDS OF THE CITY/COUNTY/STATE. THAT DO NOT APPEAR ON THE FACE OF THIS PLAT.

IMPROVEMENT LOCATIONS SHOWN HEREON MAY BE EXAGGERATED AND NOT TO SCALE FOR CLARITY PURPOSES.

ADDITIONS OR DELETIONS TO SURVEY MAPS OR REPORTS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.

BUILDING SET BACK LINES ARE PER PLAT. THERE MAY BE ADDITIONAL RESTRICTIONS IN SUBDIVISION COVENANTS AND/OR OTHER CITY/COUNTY/STATE REGULATIONS.

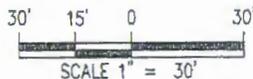
IT IS THE RECOMMENDATION OF THIS SURVEYOR TO CHECK WITH THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR ANY WETLAND ISSUES THAT COULD POSSIBLY AFFECT THIS PROPERTY THAT MAY OR MAY NOT BE SHOWN ON THE FACE OF THIS PLAT.

BASIS OF BEARING: NORTH ASSUMED PER PLAT

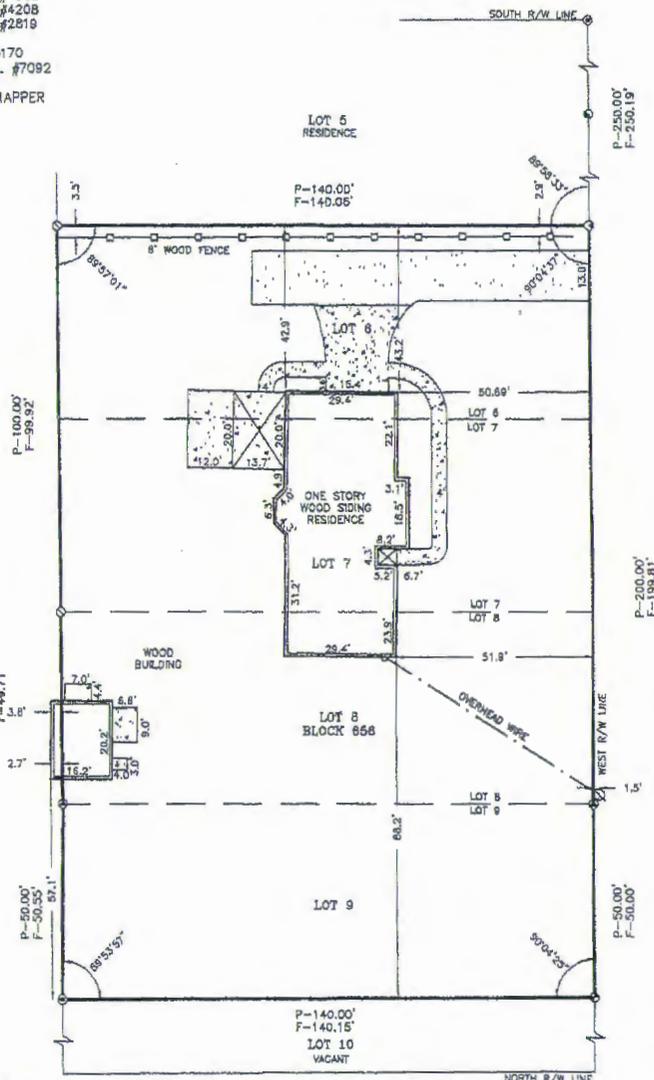
REFERENCE SOURCE: FIELD WORK AND EXISTING FIELD MONUMENTATION, COUNTY PROPERTY APPRAISER'S TAX MAP: COPY OF PLAT BOOK A PAGE(S) 1-10, COPY DESCRIPTION AS FURNISHED.

SWINNEY & ASSOCIATES, INC.

3603 SUNNYSIDE ST.
PENSACOLA, FLORIDA 32507
(850) 453-4261 FAX: (850) 458-2630
D.SWINNEY@ATT.NET
LICENSE BUSINESS NO. 7092



CERTIFY TO:
CU MEMBERS MORTGAGE, A DIVISION OF COLONIAL SAVINGS, F.A.
TIMOTHY V. LEGGE AND JERRI LYNN MAY
GULF COAST TITLE AGENCY, LLC
ALLIANT NATIONAL TITLE INSURANCE COMPANY



DEL MONTE STREET

ADDRESS: 3025 10TH AVENUE			
REQUESTED BY: LINDA GONDEK			
TYPE: BOUNDARY SURVEY WITH IMPROVEMENTS			
SECTION: 40	TOWNSHIP: 1 NORTH	RANGE: 28 WEST	COUNTY: SANTA ROSA
SCALE: 1"=30'	DRAWN BY: JBP	FIELD DATE: 06/30/2015	
DATE: 07/01/2016	CREW: MB/ZL	FIELD BOOK: 289	PAGE: 26
REVISION DATE:			
SURVEYORS CERTIFICATE			
I HEREBY CERTIFY THAT THIS SURVEY WAS MADE UNDER MY RESPONSIBLE CHARGE AND MEETS THE MINIMUM TECHNICAL STANDARDS AS SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS & MAPPERS IN CHAPTER SJ-17.050, SJ-17.051 AND SJ-17.052, PURSUANT TO SECTION 472.027 FLORIDA STATUTES.			
NOT VALID WITHOUT THE ORIGINAL SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER			DRAWING NUMBER:
DAVID MARK SWINNEY PROFESSIONAL SURVEYOR AND MAPPER NO. 6541 STATE OF FLORIDA			15-14847



Santarosa County Appraiser

Parcel: AL-LE-Y -656-- Acres:

Name:		Land Value:	
Site:		Building Value:	
Sale:		Misc Value:	
Mail:		Just Value:	
		Assessed Value	
		Exempt Value	
		Taxable Value	



Santa Rosa County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. All data is subject to change before the next certified taxroll. Greg Brown Santa Rosa County Property Appraiser
 Date printed: 01/07/16 : 16:08:15

Legge / May Vacation - Amended



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 11, 2016

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 14, 2016 at 9:00 a.m. in Milton, Florida.

1. Discussion of Bomag compactor repair. (Attachment A)
2. Discussion of additional inmate work squad at the Central Landfill. (Attachment B)
3. Discussion of updated information regarding recycled materials. (Attachment C)
4. Discussion of green waste processing and grinding services with Jimmie Crowder Excavating and Land Clearing, Inc. (Attachment D)
5. Discussion of GPS surveying equipment with optional equipment. (Attachment E)
6. Discussion of engineering/consulting services RFQ for two NRDA reef projects. (Attachment F)
7. Discussion of Bagdad Highway drainage. (Attachment G)
8. Discussion of time extension change order for the Berryhill Mill Resurfacing project. (Attachment H)
9. Recommend approval of Preliminary Plat for Pebble Brook, an 8 lot subdivision, a portion of Sections 9 & 10, Township 2 South, Range 26 West, Santa Rosa County, Florida. (District 4) (Attachment I)

Location: 1-1/4 miles, more or less, East on U.S. 98 from the intersection of Highway 87, North on Panhandle Trail, West on Quail Roost Drive, North on Pawnee Drive, property at the end of Pawnee Drive.



**SANTA ROSA COUNTY ENGINEERING
ENVIRONMENTAL DEPARTMENT
6065 Old Bagdad Highway
Milton, FL 32583
www.santarosa.fl.gov**

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: January 6, 2016

**Re: PURCHASE AND INSTALLATION OF HYDROSTATIC PUMP FOR BOMAG
COMPACTOR (1134)**

Situation:

The Central Landfill utilizes a Bomag compacting machine for compaction of Class III waste. The Bomag compactor (1134) is in need of a hydrostatic gear drive pump.

Finding:

Beard Equipment Co. has provided a quote that includes pricing to purchase and install the hydrostatic pump and assembly for \$28,333.51. This price includes a CORE charge for the existing pump of \$10,976.22. Since this is a difficult repair the Environmental Department recommends that Beard Equipment Co. perform the work.

Recommendation:

That the BOCC approves the attached quote from Beard equipment in the amount of \$28,333.51. This price includes a hydrostatic drive pump, the labor to install the hydrostatic drive pump on the Bomag Compactor (1134), and a \$10,976.22 CORE charge as mentioned above. After the old pump is received by the manufacturer the CORE charge will be refunded to the County. The total after the CORE charge is refunded to the county will be **\$17,357.29**.



**SANTA ROSA COUNTY ENGINEERING
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6065 Old Bagdad Highway
Milton, FL 32583
www.santarosa.fl.us

Roger A. Blaylock, P.E.
County Engineer

Ronald C. Hixson
Environmental Manager

Memo

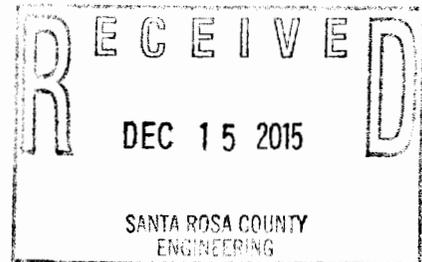
To: Hunter Walker, County Administrator

From: Ronald Hixson, Environmental Manager

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

Date: December 15, 2015

Re: **ADDITIONAL INMATE WORK SQUAD AT CENTRAL LANDFILL**



Situation:

Over the last several years the duties of the current three (3) man inmate work squad at Central Landfill has grown exponentially. Their duties currently include maintenance assistance on the landfill gas system which includes well raising and pump cleaning, leachate pump and aerator maintenance and cleaning, mowing and brush maintenance at Central Landfill, Closed Holley Landfill, Old Class III Landfill, and the Jay Transfer Station, seeding and haying slopes at Central landfill, installation and maintenance of erosion and sedimentation control measures such as silt fence and hay bales, and litter pickup at Central Landfill. It has been increasingly difficult for a three man work squad to complete all of these duties throughout the year.

Finding:

The State of Florida Department of Corrections (FDOC) has submitted pricing to the SRC Environmental Department for an additional inmate work squad consisting of five (5) inmates and one (1) officer. The pricing for a 5 inmate work squad in year (1) of the agreement would be \$65,122.00 followed by a reduction in annual pricing which would be \$57,497.00 for years (2) and (3).

Recommendation:

That the SRC BOCC approve an agreement with (FDOC) for an additional (5) inmate work squad to work at Central Landfill for no longer than one (1) year at an annual price of \$65,122.00, with a possible two (2) year extension with each additional years annual fee being \$57,497.00, as represented in the attached pricing document (Addendum A).

Addendum A

**Inmate Work Squad Detail of Costs for Santa Rosa Board of County Commissioners
Interagency Contract Number WSXXX Effective XXXXXX XX, 2016**

*****ENTER MULTIPLIERS IN SHADED BOXES ONLY IF TO BE INVOICED TO AGENCY*****

**I. CORRECTIONAL WORK SQUAD OFFICER SALARIES AND POSITION RELATED-EXPENSES
TO BE REIMBURSED BY THE AGENCY:**

			Per Officer Annual Cost		First year Annual Cost		Follow-on Annual Cost
Officers Salary	# Officer: Multiplier	1	\$ 54,194.00	**	\$ 54,194.00		\$ 54,194.00
Salary Incentive Payment			\$ 1,128.00		\$ 1,128.00		\$ 1,128.00
Repair and Maintenance			\$ 121.00		\$ 121.00		\$ 121.00
State Personnel Assessment			\$ 354.00		\$ 354.00		\$ 354.00
Training/Criminal Justice Standards			\$ 200.00		\$ 200.00		\$ 200.00
Uniform Purchase			\$ 400.00		\$ 400.00		\$ 400.00
Uniform Maintenance			\$ 350.00		\$ 350.00		\$ 350.00
Training/Criminal Justice Standards *			\$ 2,225.00		\$ 2,225.00		
TOTAL - To Be Billed By Contract To Agency			\$ 58,972.00		\$ 58,972.00		\$ 56,747.00

*Cost limited to first year of contract as this is not a recurring personnel/position cost.

** Annual cost does not include overtime pay.

IA. **The Overtime Hourly Rate of Compensation for this Contract is \$31.85, if applicable.** (The Overtime Hourly Rate of Compensation shall include the average hourly rate of pay for a Correctional Officer and the average benefit package provided by the department, represented as time and one half for purposes of this Contract.)

II. ADMINISTRATIVE COSTS TO BE REIMBURSED BY THE AGENCY:

Costs include but may not be limited to the following:
Rain coats, staff high visibility safety vest, inmate high visibility safety vest, fire extinguisher, first aid kit, personal protection kit, flex cuffs, warning signs, handcuffs, Igloo coolers, portable toilets, insect repellants, masks, vaccinations, and other administrative expenses.

Number Squads	Total Annual Cost
1	\$ 750.00
TOTAL - To Be Billed By Contract To Agency Annually	
	\$ 750.00

III. ADDITIONAL AGENCY EXPENSES:

Tools, equipment, materials and supplies not listed in Section II above are to be provided by the Agency.

CELLULAR PHONE WITH SERVICE REQUIRED: YES NO
ENCLOSED TRAILER REQUIRED: YES NO

Addendum A

**Inmate Work Squad Detail of Costs for Santa Rosa Board of County Commissioners
Interagency Contract Number WSXXX Effective XXXXXX XX, 2016**

IV. OPERATING CAPITAL TO BE ADVANCED BY AGENCY:

Hand Held Radio MACOM \$4969.00
 Vehicle Mounted Radio MACOM \$5400.00

	Per Unit Cost	Number of Units
<input type="checkbox"/>		
<input checked="" type="checkbox"/>	\$ 5,400.00	1

TOTAL Operating Capital To Be Advanced By Agency

Total Cost
\$ -
\$ 5,400.00
<u>\$ 5,400.00</u>

Bill To Agency	Provided By Agency
<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>

V. TOTAL COSTS TO BE ADVANCED BY AGENCY:

- Operating Capital - from Section IV.
- Grand Total - To Be Advanced By Agency At Contract Signing:**

Total Cost
\$5,400.00
<u>\$5,400.00</u>

VI. TOTAL COSTS TO BE BILLED TO AGENCY BY CONTRACT:

- Correctional Officer Salaries and Position-Related Expenses - from Section I.
- Other Related Expenses and Security Supplies - from Section II.
- Annual Grand Total - To Be Billed To Agency By Contract:**

Total Cost
\$58,972.00
\$750.00
<u>\$59,722.00</u>

VII. TOTAL OF ALL COSTS ASSOCIATED WITH CONTRACT:

(Total of Sections V. and VI.)

YEAR 1
 YEAR 2
 YEAR 3
3 Year TOTAL

TOTAL
\$57,497.00
\$57,497.00
<u>\$180,116.00</u>

VIII. OVERTIME COSTS:

If the contracting Agency requests overtime for the work squad which is approved by the Department, the contracting Agency agrees to pay such costs and will be billed separately by the Department for the cost of overtime.

Addendum A - INSTRUCTIONS
Inmate Work Squad Detail of Costs for Santa Rosa Board of County Commissioners
Interagency Contract Number WSXXX Effective XXXXXX XX, 2016

- Section I.** Costs in this section are determined each fiscal year by the Budget and Management Evaluation Bureau and are fixed. By entering the number of Officers required for this contract, the spreadsheet will automatically calculate the "Total Annual Cost" column. If this Work Squad is beyond the first year of existence, enter a zero (0) in the "Total Annual Cost" column for "Training/Criminal Justice Standards" **after** you have entered the "# Officers Multiplier".
- Section II.** Safety and environmental health procedures require safety measures such as the use of safety signs, vests, and clothing. The Department's procedure for Outside Work Squads requires that all Work Squad Officers be responsible for ensuring their squad is equipped with a first aid kit and a personal protection equipment (PPE) kit. Section II identifies such required equipment. A new squad must be sufficiently equipped and an on-going squad must be re-supplied when needed. Type in the number of squads used for this contract and the spreadsheet will automatically calculate the fixed annual expense of \$750.00 per squad and place the total in Section VI.
- Section III.** Check "Yes" or "No" to indicate whether a Cellular Phone with Service and/or an Enclosed Trailer is required by the Contract Manager.
- Section IV.** The Department's procedure for Outside Work Squads requires that they have at least one (1) primary means of direct communication with the Institution's Control Room. Communication via radio and/or cellular phone is appropriate. It is preferred that a backup, secondary means of communication also be available. It is the Agency's responsibility to provide them. If the Department purchases a radio(s), the Agency must fund the purchase at the time the Contract is signed. Check the box for the type of radio and fill in the Per Unit Cost for the type of radio, Number of Units, and Total Cost columns. Leave the Total Cost column blank if a radio(s) is not being purchased at this time. Check applicable boxes ("Bill to Agency", "Provided by Agency" and "Already Exists") for each radio.
NOTE: All radio communication equipment owned or purchased by the Agency that is programmed to the Department's radio frequency and used by the work squad(s), whether purchased by the Department or the Agency, shall be IMMEDIATELY deprogrammed by the Department at no cost to the Agency upon the end or termination of this Contract.
- Section V.** The total funds the Agency must provide at the time the contract is signed will be displayed here when the form is properly filled out.
- Section VI.** The total funds the Agency will owe contractually, and pay in equal quarterly payments, will be displayed here.
- Section VII.** The total funds associated with the Contract, to be paid by the Agency as indicated in Sections V. and VI., will be displayed here.
- Section VIII.** Any agreement in this area will be billed separately as charges are incurred.



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Roger A. Blaylock, P.E.
County Engineer

Ronald C. Hixson
Environmental Manager

To: Tony Gomillion, County Administrator
From: Ronald Hixson, Environmental Manager
Thru: Roger Blaylock, P.E., County Engineer
Date: January 7, 2016
Re: Recycling Processing Update

Current Situation

Staff has confirmed that Tarpon Paper Company in Robertsdale, Al. will accept 75 to 100 tons a week for processing or approximately 40% to 50% of the total recyclables collected in Santa Rosa County. Tarpon's disposal fee is \$12.50/ton tipping and a \$4.00 /ton residual disposal fee for a total cost of \$16.50 / ton.

ECUA had originally proposed a \$10.00 / ton transportation fee to deliver recyclables to Tarpon; however, in an email on January 6, Mr. Rudd stated ECUA had no interest in providing transportation services. Mr. Rudd also stated that the recycling facility at the Escambia County Perdido Landfill should be completed in May with an operational date in early July and inquired if Santa Rosa County would be interested in discussing an Interlocal Agreement regarding the recycling facility. Staff anticipates that utilizing the ECUA recycling facility will require payment of a tipping by Santa Rosa County.

Staff has reached out to several other companies to obtain quotes for transportation services but have only received one quote at this time from RMR Trucking at \$18.00/ton for transportation to Tarpon Paper in Robertsdale, AL.

Attached is the estimated cost for processing of 75 to 100/tons of recyclables per week by Tarpon Paper Company and an estimate of the associated transportation cost at various fees.

Estimated Cost to Resume Limited Recycling With Tarpon Paper Co. in AL

Estimated Cost to Resume Limited Recycling - Approximately 45% of Recyclables Collected in SRC		Processing Cost/Week	Processing Cost /Month (4 wks.)	Processing Cost 6 months	Total Cost to Resume Limited Recycling including Disposal and Three Estimated cost for Transportation for 6 Months			
Tons/Week	\$/Ton	Estimated Processing Cost @ 75/tons			\$8.00	\$10.00	\$12.00	\$18.00
75	\$16.50	\$1,237.50	\$4,950.00	\$29,700.00				
		Estimated Transportation Cost @ 75/tons						
Estimated Rates	\$8.00	\$600.00	\$2,400.00	\$14,400.00	\$44,100.00			
	\$10.00	\$750.00	\$3,000.00	\$18,000.00		\$47,700.00		
	\$12.00	\$900.00	\$3,600.00	\$21,600.00			\$51,300.00	
RMR Trucking	\$18.00	\$1,350.00	\$5,400.00	\$32,400.00				\$62,100.00
Tons/Week	\$/Ton	Estimated Processing Cost @ 100/tons						
100	\$16.50	\$1,650.00	\$6,600.00	\$39,600.00				
		Estimated Transportation Cost @ 100/tons						
Estimated Rates	\$8.00	\$800.00	\$3,200.00	\$19,200.00	\$58,800.00			
	\$10.00	\$1,000.00	\$4,000.00	\$24,000.00		\$63,600.00		
	\$12.00	\$1,200.00	\$4,800.00	\$28,800.00			\$68,400.00	
RMR Trucking	\$18.00	\$1,800.00	\$7,200.00	\$43,200.00				\$82,800.00

Table represents an estimated cost to recycle approximately 45% of the recyclables collected county wide at three transportation rates, \$8, \$10, 1nd \$12 and a quote from RMR Trucking of \$18/ton for transportation to Tarpon. The remaining 55% would be diverted to the Central Landfill Class I at no tip.



**SANTA ROSA COUNTY ENGINEERING
ENVIRONMENTAL DEPARTMENT**
6065 Old Bagdad Highway
Milton, FL 32583
www.santarosa.fl.gov

Roger A. Blaylock, P.E.
County Engineer

Ronald C. Hixson
Environmental Manager

Memo

To: Hunter Walker, County Administrator

From: Ronald Hixson, Environmental Manager *RCH*

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

Date: January 5, 2016

Re: GREEN WASTE PROCESSING/GRINDING SERVICES AT CENTRAL
LANDFILL

Situation:

The "Bandit" yard waste grinder at Central Landfill suffered a major engine failure in April of 2015, after evaluating the issue it was understood that repair/replacement of the engine would not be economical. Instead of repairing the grinder at a large cost staff decided that it would be more feasible to contract out grinding services. Staff solicited bids from three local/semi-local grinding companies to complete three grinding events at Central Landfill before going out with a request for proposals for a grinding services contract. This was done to make sure that contracting out grinding services would be a more financially feasible alternative to repairing/purchasing a new grinder and running it internally.

Finding:

Environmental staff advertised to receive bids from qualified licensed contractors for Green Waste Processing/Grinding Services on October 30, 2015. Jimmie Crowder Excavating and Land Clearing Inc. submitted the only proposal which included a price per ton of \$20.83, and a price cubic yard of \$3.75 after a natural disaster (hurricane).

Recommendation:

That the BOCC approves the proposal for Green Waste Processing/Grinding Services from Jimmie Crowder Excavating and Land Clearing Inc. which indicates a price per ton of \$20.83, and a price cubic yard of \$3.75 after a natural disaster (hurricane) for grinding services. The bid form from the original proposal is attached.

CROWDER

SECTION 00130 - BID FORM

TO: Santa Rosa County Procurement Department
6495 Caroline Street
Milton, Florida 32570

REFERENCE: GREEN WASTE PROCESSING/GRINDING SERVICES

1. Monthly events (No less than (3) three events and no more than (7) seven events)

Price Per Ton \$ 20.83

2. Grinding Events after Natural Disaster

Price Per Cubic Yard \$ 3.75

Gentlemen:

I have received the Bidding Documents consisting of Drawings and Specifications (Project Manual) entitled **Green Waste Processing/Grinding Services**, prepared by Santa Rosa County Environmental Department, 6065 Old Bagdad Highway, Milton, Florida 32570, (850) 981-7135.

I have also received Addenda Numbers _____ and have included their provisions in my Bid. I have examined both the Bidding Documents and the site.

In submitting the Bid, I agree:

1. To hold my bid in full force and effect for a period of sixty (60) calendar days after the time of the opening of this Bid.
2. To accept the provisions of the Instructions to Bidders regarding disposition of Bid Guarantee.
3. To enter into and execute a Contract within 10 (ten) calendar days after said Contract is delivered to me, if awarded on the basis of this Bid.
4. To accomplish the work in accordance with the Contract Documents.
5. To commence work under this Contract on or before a date to be specified in written
6. "Notice of Proceed" by the County Attorney and to complete project within forty-five
 - a. (45) calendar days thereafter.
7. To pay as liquidated damages, the sum of \$1000.00 for each consecutive calendar day after completion date, as called for in the Contract Agreement as modified

CROWDER

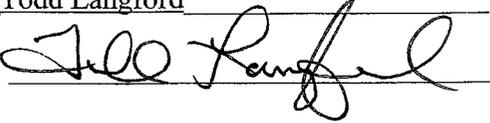
00130-1

8. Provide FDOT with performance Bonds and adhere to FDOT Special Conditions.
Provide Santa Rosa County with performance Bonds and adhere to Supplementary Conditions

Unit prices are attached for informational purposes. Change orders and progress payments will be based on unit prices provided.

FIRM: Jimmie Crowder Excavating and Land Clearing, Inc.

BY (print): Todd Langford

SIGNATURE: 

TITLE: CFO

DATE: December 4, 2015

MAILING ADDRESS 901 Geddie Road

Tallahassee, FL 32304

PHONE (850) 576-7176 FAX (850) 576-2366

EMAIL odie@jimmiecrowder.com

END OF SECTION 00130

00130-2

CROWDER

REFERENCES

Board of County Commissioners Brevard County

2725 Judge Fran Jamieson Way
Viera, FL 32940
Contact: April Chapman
(321) 617-7391
April.chapman@brevardcounty.us
Provide wood chips

Telogia Power LLC

20082 Telogia Power Road
Hosford, FL 32334
Contact: Rodney Thomas
(850) 379-8341
rthomas@pureenergyllc.com
Provide wood chips

St. Landry parish

P.O. Box 610
Washington, LA 70589
Contact: Katry Martin
(337) 826-5211
kmartin@slpsolidwaste.org
Grinding and disposal of solid waste

BID OPENING
December 22, 2015
Milton, Florida

Present: Procurement Officer. The meeting took place at 10:00 a.m.

The purpose of the meeting was to receive bids for GPS Grade Surveying Equipment.
Bids were received from the following:

GPS Grade Surveying Equipment:

- | | |
|---------------------------------|-------------|
| 1. Navigation Electronics, Inc. | \$31,416.00 |
|---------------------------------|-------------|

**BID FORM
GPS SURVEYING EQUIPMENT**

Santa Rosa County Procurement Department
6495 Caroline Street, Suite G
Milton, Florida 32570

Date: 12-17-15

Dear Sir:

The undersigned agrees to furnish the item as requested by you for Santa Rosa County in your invitation to bid and certifies that the equipment bid meets or exceeds the specifications called for, except as set out in "Exceptions to Bid Conditions" and attached to this form.

Make and Model of Equipment Trimble R8s Configuration Level Rover/Network Rover model

Name & Address of Bidder: 4530 Treeline Dr., Pensacola, FL 32504

Cash Bid Price FOB Milton, Florida:

GPS SURVEYING EQUIPMENT \$ 31,416.00

Delivery Date Must Be Specified 30 days of bid award

Barbara Pate
Company Representative Signature

337-237-1413
Telephone

NOTE: Please return this bid form to the above address. NO OTHER BID FORM WILL BE ACCEPTED.

COMMENTS: Optional Equipment + accessories

NEI ADL Base Radio Kit \$2875.00

NEI 1 Year Support \$ 427.00

NEI is a woman owned business.

SWORN STATEMENT UNDER SECTION 287.133 (3) (A),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to BOARD OF COUNTY COMMISSIONERS SANTA ROSA COUNTY, FL

by BARBARA POCHE
(print individual's name and title)

for Navigation Electronics, Inc.
(print name of entity submitting sworn statement)

whose business address is 4530 Treeline Dr, Pensacola, FL 32504
and (if applicable) its Federal Employer Identification Number (FEIN) is 72-1125108

If the entity has no FEIN, include the Social Security Number of the individual signing this Sworn Statement: _____

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of public entity crime.

5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with legal power to enter into a binding contract and which bids or appeals to bid on contracts for the provision of goods and services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Indicate which statement applies.)

Neither the entity submitting this sworn statement, nor one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officers determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (ATTACH A COPY OF THE FINAL ORDER.)

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

Sworn to and subscribed before me this 1st day of Dec., 2015 (Signature) Barbara Poche

Personally known Elizabeth D. Monju

or Produced identification _____ Notary Public - State of Louisiana

My commission expires at death

(Printed, typed, or stamped commissioned name of notary public.)

ELIZABETH D. MONJU
ID # 013834

**NOTICE TO BIDDERS
SURVEY GRADE GPS SYSTEM**

Notice is hereby given that the Board of County Commissioners of Santa Rosa County, Florida, will receive sealed bids for a **Survey Grade GPS System**. System shall include two (2) receivers, one (1) data collector and software per specifications provided.

All bids must be original and delivered by hand, Fed Ex, or mail to the Santa Rosa County Procurement Department, 6495 Caroline Street Suite G, Milton, Florida, 32570; and must be received by 10:00 a.m., December 22, 2015, at which time bids will be opened and read aloud. Bids received after the time set for the bid opening will be rejected and returned unopened to the bidder. Bids are to be sealed and plainly labeled "**BID – SURVEY GRADE GPS SYSTEM**". All interested parties are invited to attend

Questions concerning this request should be directed to the Santa Rosa County Assistant County Engineer, Michael Schmidt P.E., or Ricky Sears PLS, at (850) 981-7100.

Specifications and bid form may be secured from the Santa Rosa County Website (www.santarosa.fl.gov/bids) or at the Santa Rosa County Procurement Department at the above address. Telephone (850) 983-1870

The Board of County Commissioners reserves the right to waive irregularities in bids, to reject any or all bids with or without cause, and to award the bid that it determines to be in the best interest of Santa Rosa County.

Santa Rosa County Board of County Commissioners encourages all segments of the business community to participate in its procurement opportunities, including small businesses, minority/women owned businesses, and disadvantaged business enterprises. The Board does not discriminate on the basis of race, color, religion, national origin, disability, sex, or age in the administration of contracts.

By order of the Board of County Commissioners of Santa Rosa County, Florida

LEGAL NOTICE

One issue –Press Gazette – November 21, 2015, Navarre Press – November 26, 2015, Gulf Breeze News – November 26, 2015; and November 26, 2015 – South Santa Rosa News



6

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

MEMORANDUM

January 6, 2016

TO: Tony Gomillion
County Administrator

FROM: Michael Schmidt *MWS*
Assistant County Engineer

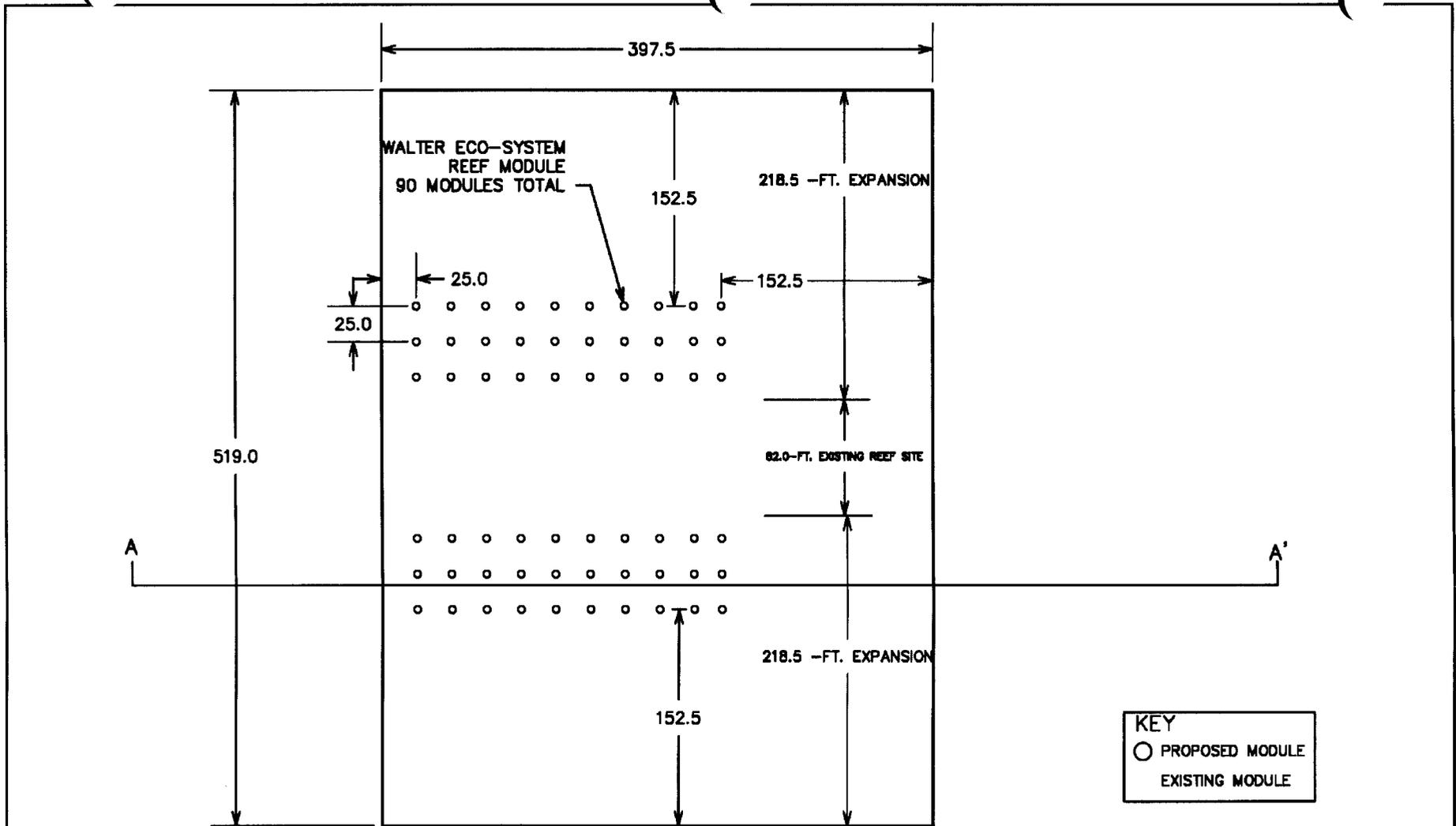
RE: NRDA REEF PROJECT

The NRDA Agreement allows up to 5% of the total award, or \$73,490, can be used for engineering or consultation activities. Requested services may include:

- Pre deployment reef layout, planning and design
- Post deployment mapping of the orientation and position of the reef materials in relation to each other
- Observation of deployment operations including observation vessel charter, camera/video media, and duplication
- When necessary, assure accurate placement of material, anchors, chain, shackles, temporary buoys, line, etc.
- Physical monitoring, mapping and evaluation of artificial reefs to determine the relative merit of the material and the stability and durability of the artificial reef
- Any other activities needed and as authorized by FWC

We also see benefit to having assistance during the RFP development and procurement phase, including coordination with FWC.

MWS/cap



KEY	
○	PROPOSED MODULE
○	EXISTING MODULE

GEOGRAPHIC COORDINATES (WGS 84) FOR EACH OF THE FOUR CARDINAL CORNERS OF THE PROPOSED REEF SITE

NORTHEAST CORNER	30° 22.773' N	86° 51.181' W
NORTHWEST CORNER	30° 22.760' N	86° 51.279' W
SOUTHEAST CORNER	30° 22.708' N	86° 51.170' W
SOUTHWEST CORNER	30° 22.695' N	86° 51.268' W

WETLAND SCIENCES
INCORPORATED

ENVIRONMENTAL CONSULTANTS

1829 BAINBRIDGE AVENUE
PENSACOLA, FLORIDA 32507
TEL: 850.453.4700
KEITH@WETLANDSCIENCES.COM

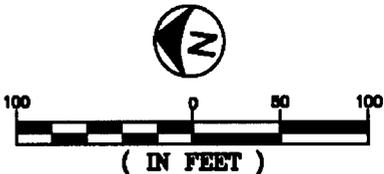
PROJECT NAME: SR-28 GULF SNORKEL REEF

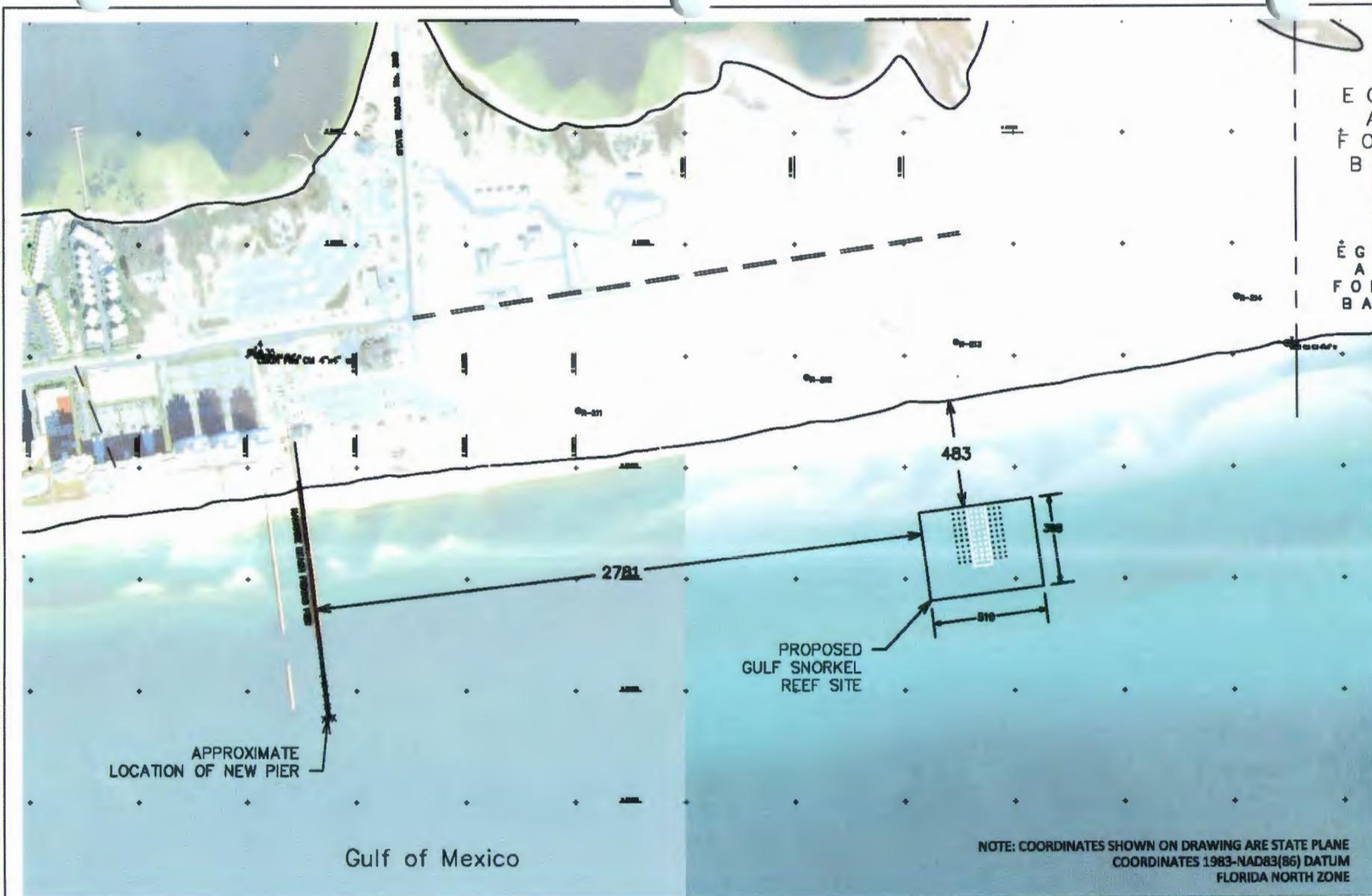
CLOSE UP OF PROPOSED ACTIVITY

PROJECT NO.: 2009-058

BY: KDJ DATE: 10/28/13

SHEET: 7 OF 9





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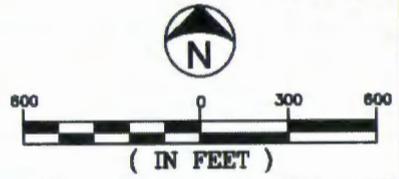
NOTE: COORDINATES SHOWN ON DRAWING ARE STATE PLANE
 COORDINATES 1983-NAD83(86) DATUM
 FLORIDA NORTH ZONE

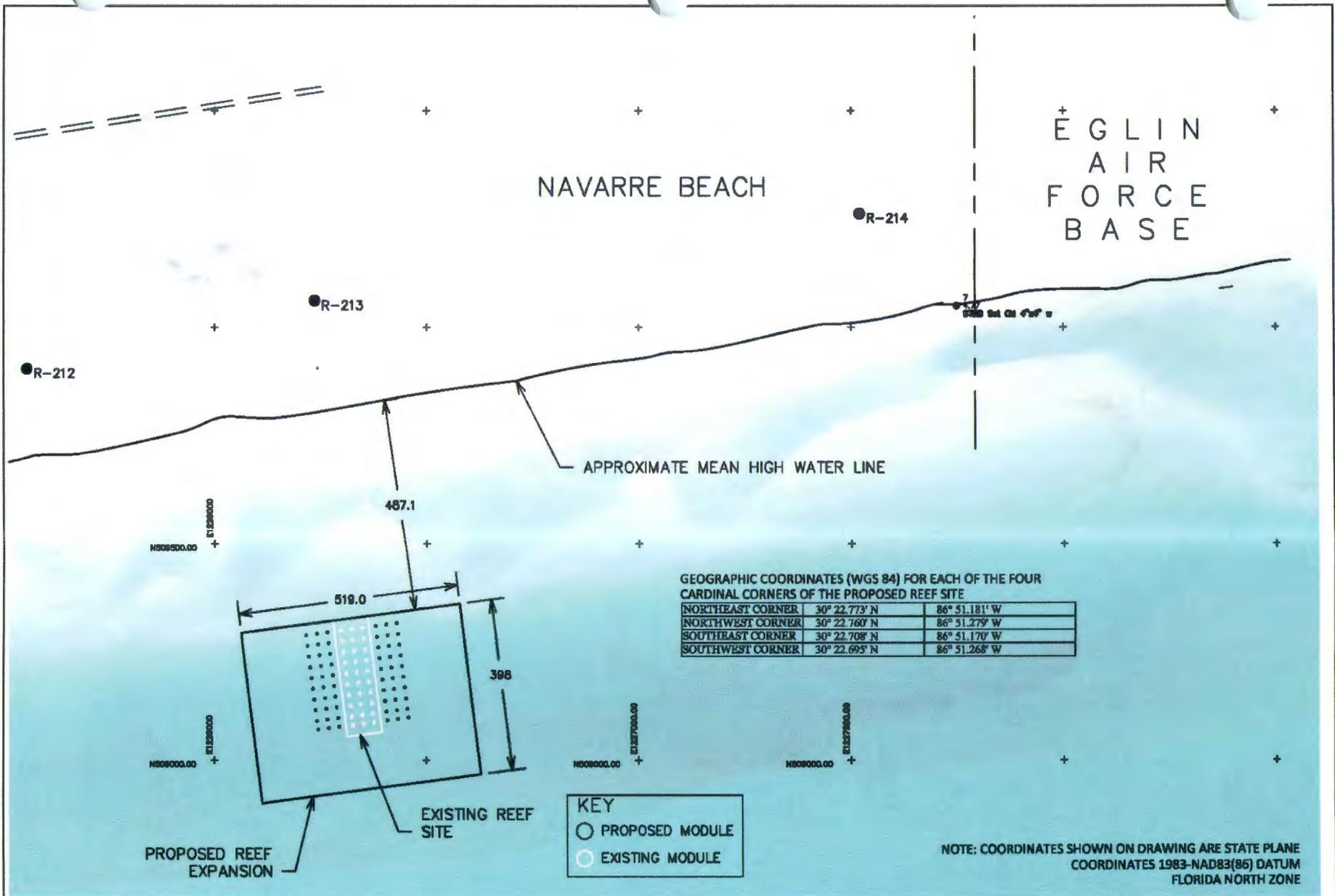
IMAGE DATA: LABINS 2010 COLOR AERIAL
 PHOTOGRAPHS



ENVIRONMENTAL CONSULTANTS
 1829 BAINBRIDGE AVENUE
 PENSACOLA, FLORIDA 32507
 TEL: 850.453.4700
 KEITH@WETLANDSCIENCES.COM

PROJECT NAME: SR-26 GULF SNORKEL REEF	
PROPOSED ACTMITY	
PROJECT NO.: 2009-058	
BY: KDJ	DATE: 10/28/13
SHEET: 5 OF 9	

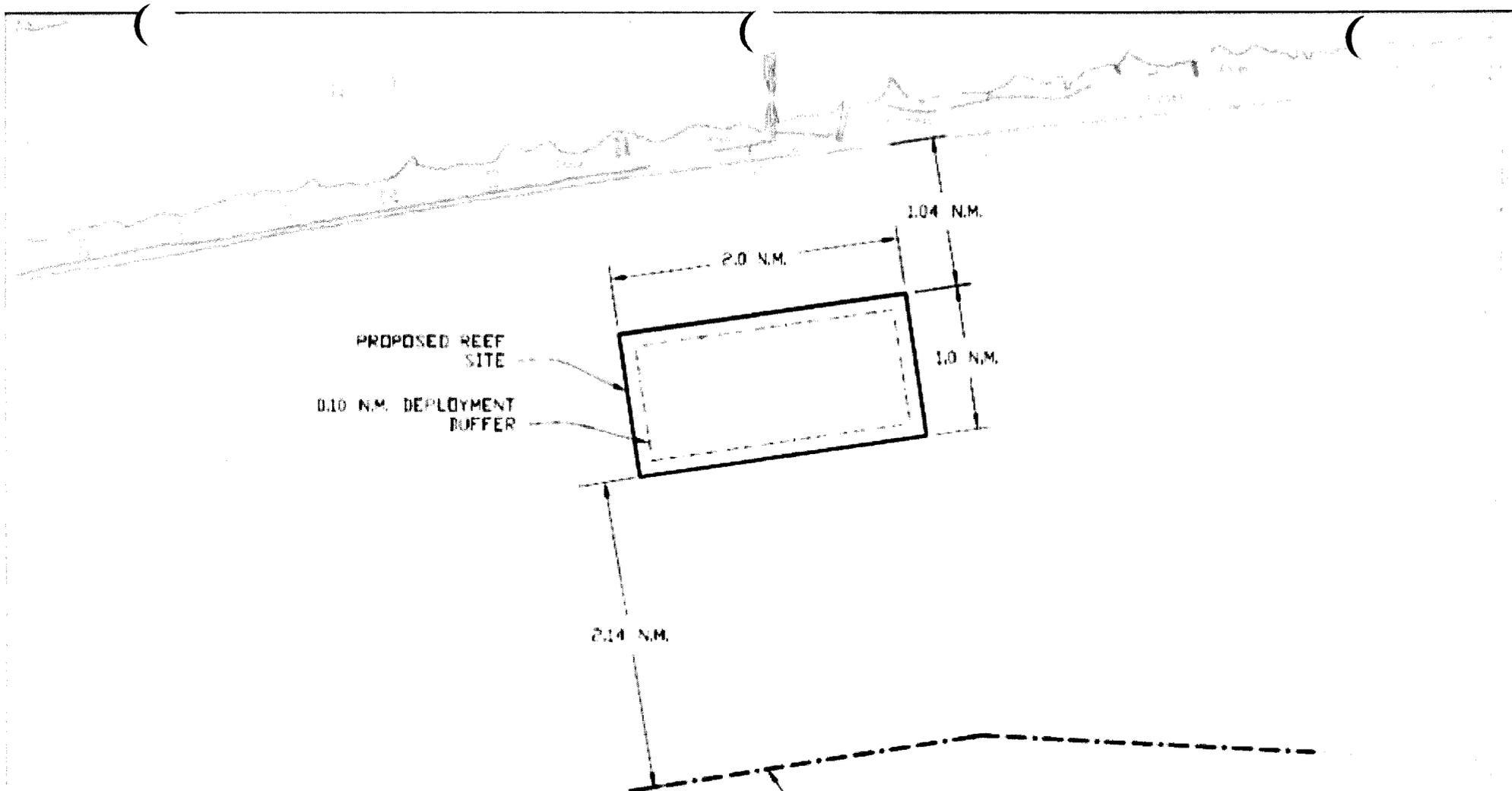




ENVIRONMENTAL CONSULTANTS
1829 BAINBRIDGE AVENUE
PENSACOLA, FLORIDA 32507
TEL: 850.453.4700
KEITH@WETLANDSCIENCES.COM

PROJECT NAME: SR-26 GULF SNORKEL REEF
CLOSE UP OF PROPOSED ACTMITY
PROJECT NO.: 2009-058
BY: KDJ DATE: 10/28/13
SHEET: 6 OF 9





PROPOSED REEF SITE
0.10 N.M. DEPLOYMENT BUFFER

2.0 N.M.
1.0 N.M.
1.04 N.M.
2.14 N.M.

COORDINATES FOR REEF DEPLOYMENT BOUNDARY

NE CORNER - 30° 21.825929'N / 86° 50.61908066'W
SE CORNER - 30° 20.8368803'N / 86° 50.4311561' W
SW CORNER - 30° 20.5106308'N / 86° 52.7111767' W
NW CORNER - 30° 21.499626'N / 86° 52.900059'W

NORTHERN LIMITS OF EAST/WEST FAIRWAY

WETLAND SCIENCES
INCORPORATED

ENVIRONMENTAL CONSULTANTS
1829 BAINBRIDGE AVENUE
PENSACOLA, FLORIDA 32507
TEL 850 453 4700
KEITH@WETLANDSCIENCES.COM

PROJECT NAME SR-27 Gulf Reef	
PLAN VIEW OF REEF DEPLOYMENT SITE	
PROJECT NO 2009-058	
BY KDJ	DATE 05/2/13
SHEET 2 OF 3	



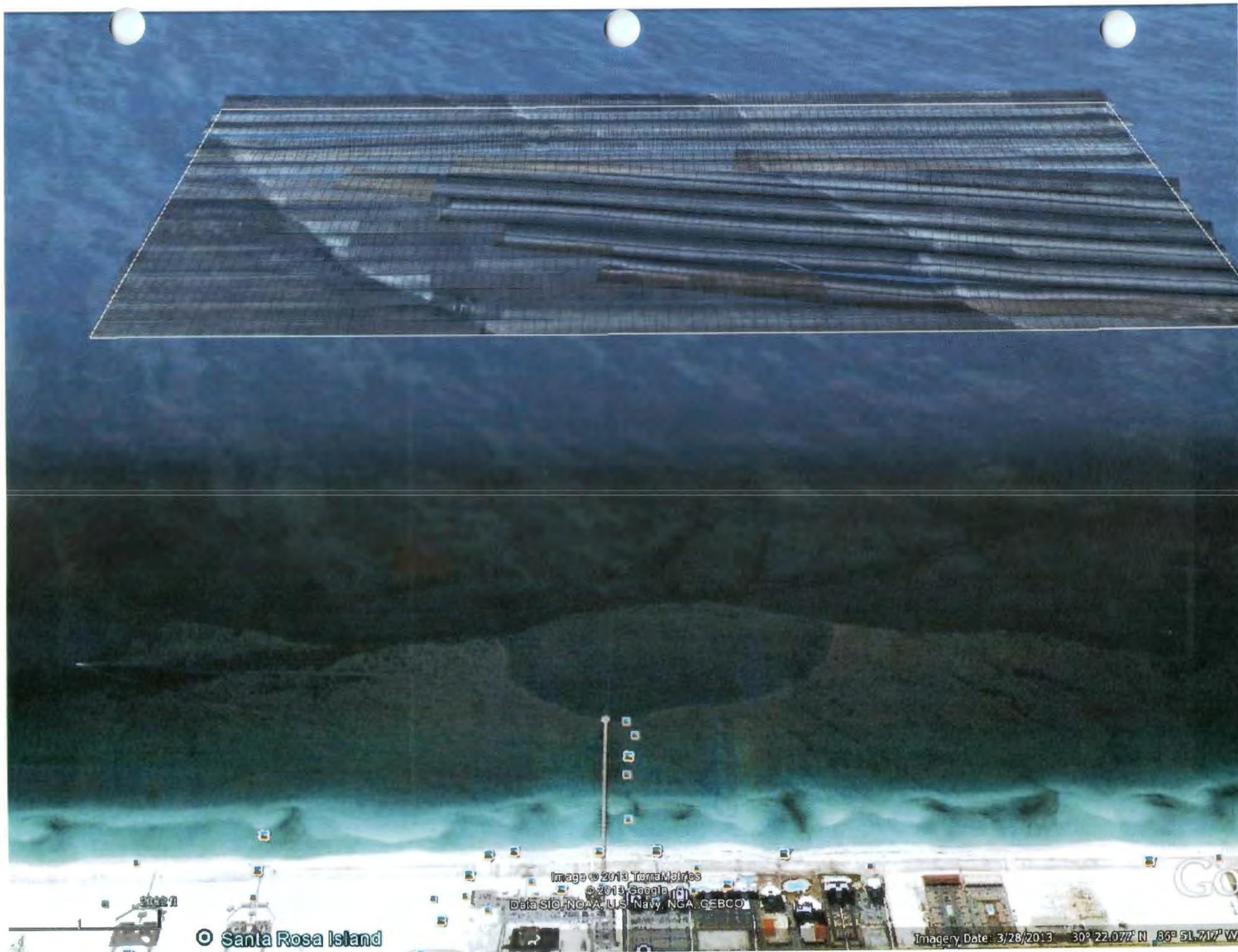


Image © 2013 TerraMetrics
© 2013 Google
Data SIO, NOAA, U.S. Navy, NGA, GEBCO

GO

© Santa Rosa Island

Imagery Date: 3/28/2013 30° 22.077' N 86° 51.717' W



20' EASEMENT

OLD BAGDAD HWY

HAMP-TON BAY BLVD

FORT WAGNER RD

BAGDAD CEMETERY RD

FORT JACKSON CT

FORT MCALLISTER CT





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

MEMO

TO: Michael Schmidt

FROM: Chris Phillips 

DATE: January 6, 2016

RE: Berryhill Road Resurfacing - Change Order #1 – Time Extension

The following are days reflective of weather issues or allowances for Holidays per FDOT and LAP contracting practices:

October 2015 - 10/28 (recovery day)

November 2015 - 11/2 (rain), 11/4 (rain), 11/18 (rain)

December 2015 - 12/14 (rain), 12/16, (rain) 12/17 (rain), 12/21 (rain), 12/22 (rain)

January 2016 - 1/4 (cold temp), 1/5 (cold temp), 1/6 (cold temp)

Holiday Days:

November 2015 - 11/26 thru 11/29 (4 days)

December 2015 - 12/23 thru 12/31 (9 days)

January 2016 - 1/1 thru 1/3 (3 days)

A "recovery" day is when there was a prior weather event that required "recovery" of the site so work could continue. In order to place the type of asphalt used on this project, the air temperature must be 50 degrees and rising in order to get a full day of production.

The need for this extension has been documented in the daily reports by the CEI consultant and has been approved by FDOT LAP staff.

The total days will be 28 additional to the original contract time of 75 days for a new completion date of February 8, 2016 which, weather permitting should be attained.



ARLINGTON PL

WAYNELL CT

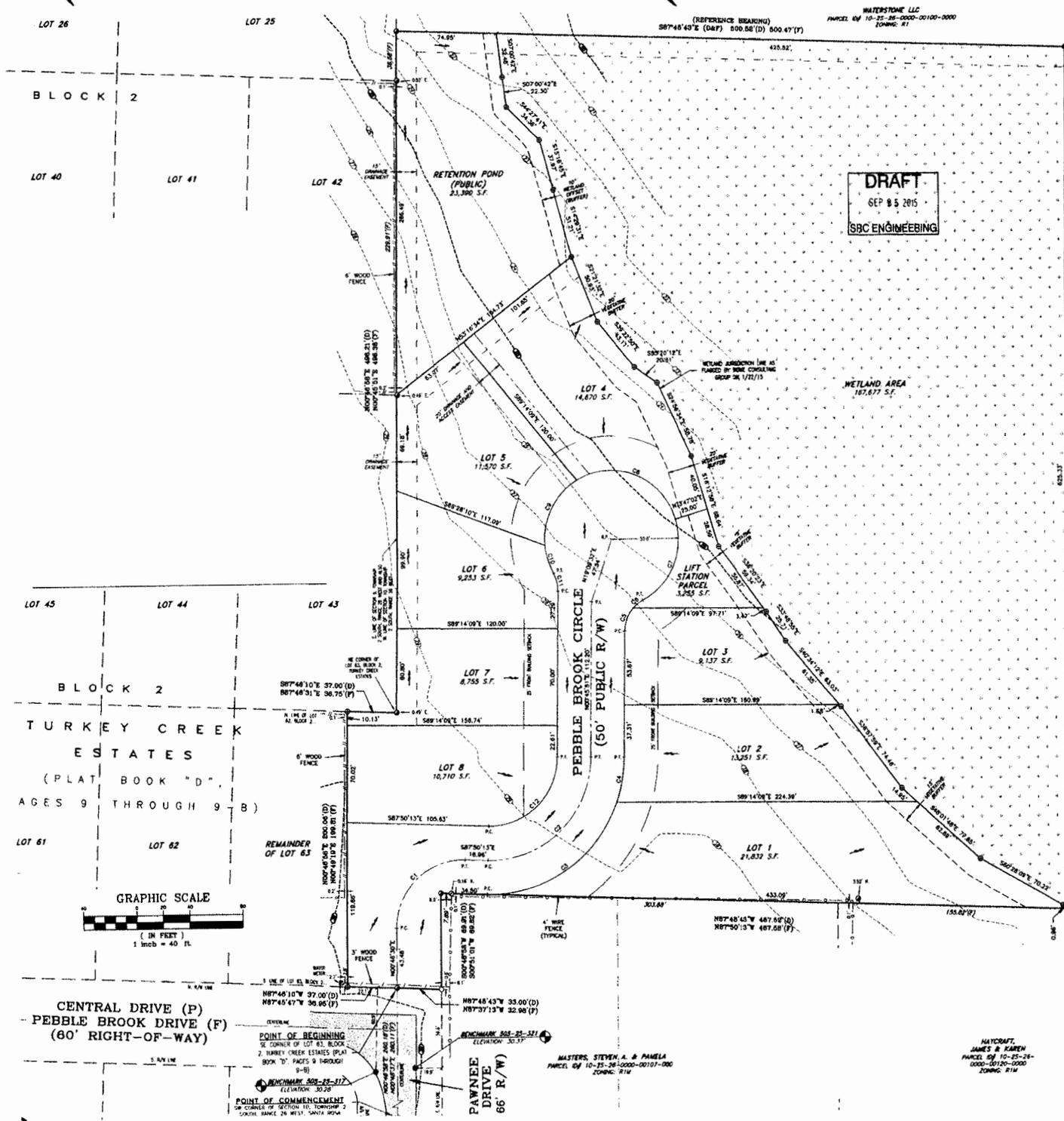
PEBBLE BROOK DR

PAWNEE DR

EVER DR

**PEBBLE
BROOK**



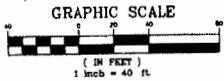


DRAFT
SEP 8 5 2015
SBC ENGINEERING



WATERSTONE, LLC
PARCEL OF 10-25-26-0000-00100-0000
ZONING: R1
625.32'
500°45'50"W 408.36'(D)
500°44'46"W 698.30'(F)

Pebble Brook



CENTRAL DRIVE (P)
PEBBLE BROOK DRIVE (F)
(60' RIGHT-OF-WAY)

POINT OF BEGINNING
1/2 CORNER OF LOT 83, BLOCK
2, TURKEY CREEK ESTATES (PLAT
BOOK "D", PAGES 9 THROUGH 9 B)
9-8)

POINT OF COMMENCEMENT
SW CORNER OF SECTION 10, TOWNSHIP 2
SOUTH RANGE 26 WEST, SANTA RITA

PAWNEE DRIVE
66' R/W

MASTERS, STEVEN A. & PAMELA
PARCEL OF 10-25-26-0000-00100-0000
ZONING: R1M

MASTERS,
JAMES R. & KAREN
PARCEL OF 10-25-26-
0000-00100-0000
ZONING: R1M



Public Services Committee

Chaired by:
Cole and R. Williamson

Meeting:
January 11, 2015, 9:00 A.M.

AGENDA

Emergency Management

1. Discussion of approval of Citizen Corps Program grant agreements with the state Division of Emergency Management and execution of all related documents. The grant amounts total \$11,700 and will be matched dollar for dollar with in-kind contributions.
2. Discussion of approval to purchase a server in the amount of \$23,366 from Dell Computers to meet the growing needs of the 911 data system. The funding for the upgrade will come from the E911 budget funds reserved for contingencies; the funds are acquired through wire-line and cellular fees.
3. Discussion of approval to renew the radio maintenance agreement with CES, Inc., dba Team One Communications. The agreement will require an extension effective October 1, 2015 through May 31, 2016 with no rate increase. The existing agreement in the amount of \$12,039.83 monthly for a total of \$144,477.96 annually was approved in the FY2016 budget.

Development Services

4. Discussion of approval to submit a grant application for Section 5311 and execution of all related documents. The Section 5311 Rural Transportation Grant will continue to provide transportation to residents in the rural areas of the County.
5. Discussion of approval of the HHRP second mortgage subordination agreement for the property located at 4325 Chalet Circle, Pace. Agreement is consistent with Board policy.
6. Discussion of approval to allow staff to develop a bicycle and pedestrian plan for Pace and Pea Ridge areas by using in house resources.



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



MEMORANDUM

To: Santa Rosa County Board of County Commissioners
From: Brad Baker, Director, Emergency Management
Through: Tony Gomillion, County Administrator
Re: Citizen Corps Program Agreements
Date: January 14, 2016

RECOMMENDATION

Recommend that the Board of County Commissioners approve grant agreements with the state Division of Emergency Management and authorize signature of all related documentation. Santa Rosa County would accept funding in the total amount of eleven thousand seven hundred dollars (\$11,700). The dollar for dollar match requirement will be covered with in-kind contributions.

BACKGROUND

The purpose of these programs is to continue to support our Citizen Corps, CERT teams, and many volunteer programs that incorporate a wealth of experience and resources within our community. Medical Reserve Corps, Fire Corps, Volunteers in Police service programs, Neighborhood Watch Programs, and more importantly local CERT teams are among the volunteer groups that provide additional response capabilities throughout the county whenever necessary. The funds would cover the costs for planning, education and training, and equipment in addition to public awareness and recruiting items necessary to support these groups.

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



MEMORANDUM

To: Santa Rosa County Board of County Commissioners
From: Brad Baker, Director, Emergency Management
Through: Tony Gomillion, County Administrator
Re: VIPER System – Server Purchase
Date: January 14, 2016

RECOMMENDATION

Request approval to purchase a server in the amount of twenty-three thousand three hundred sixty-six dollars (\$23,366) from Dell Computers to meet the growing needs of the 911 data system. The funding for the upgrade will come from the E911 budget funds reserved for contingencies; the funds are acquired through wire-line and cellular fees.

BACKGROUND

The 9-1-1 upgrade has been an ongoing project for the past few years in an effort to upgrade our 911 system to an operating platform that prepares us for Next Generation (NG) 911. NG911 facilitates several features such as VOIP and 911 text messaging. We indicated throughout the upgrade that there would be a need to replace aged servers as they fail and can no longer perform effectively. We find it necessary to add data storage and maintain redundancy by acquiring an additional server at this time.

The Viper project was initiated in 2010 for the three (3) Public Safety Answering Points (PSAP) in the county which includes the Emergency Management, the Sheriff's Office, and the Milton Police Department Communications Centers.

COMPLETION

The server would be acquired and managed by the Division of Enhanced 911.

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 201
Milton, FL 32583
(850) 981-7075

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



MEMORANDUM

To: Board of County Commissioners
From: Brad Baker, Director, Emergency Management
Through: Tony Gomillion, County Administrator
Date: January 14, 2016
Subject: Radio Maintenance Agreement Renewal

RECOMMENDATION

Recommend renewal of the radio maintenance agreement with CES, Inc., dba Team One Communications. The agreement will require an extension effective October 1, 2015 through May 31, 2016 with no rate increase. The existing agreement in the amount of \$12,039.83 monthly for a total of \$144,477.96 annually was approved in the FY2016 budget.

DISCUSSION

Update on the contractual agreement entered into with Motorola to provide a comprehensive 700/800 MHz trunked radio system and appropriate tower space. Upon successful transition to the new system there will be a need to update the CES contract for services of remaining legacy system items. (public works repeater, paging system, etc.) The following are outstanding new system action items:

- **FCC approval of frequencies for SRSO site**
- **County wide grid test for mobile and portable coverage**
- **Installation of mobile radios**
- **Acceptance of system**
- **\$1,000,000 Final down payment due upon acceptance of system-- anticipated date March 2016**
- **Transition to new system**

COMPLETION

DEM will monitor the agreement.

Animal Services
Dale Hamilton
Director

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

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Code Compliance**
Rhonda C. Royals
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"One Team, One Goal, One Mission"



Beckie Cato, AICP
Planning and Zoning Director

Santa Rosa County Development Services



Rhonda C. Royals
Building Official

MEMORANDUM

TO: Board of County Commissioners
FROM: Shawn Ward, Transportation Planner
THROUGH: Beckie Cato, AICP, Planning Director
SUBJECT: Submittal of the Section 5311 Rural Transportation Grant Application
DATE: January 2, 2016

RECOMMENDATION

That the Board approve a resolution authorizing submittal of grant application for Section 5311 and authorize the chairman to sign related documents. The Section 5311 Rural Transportation Grant will continue to provide transportation to residents in the rural areas of the County.

BACKGROUND

Section 5311 of the current federal transportation authorization bill, provides funding for public transportation in rural areas. In the past, Santa Rosa County has applied for this funding to provide transportation to residents of rural areas, primarily door-to-door. The service is provided by Tri-County Community Council. The grant requires a 50% match, which is paid by participating agencies such as the state Commission for Transportation Disadvantaged. The County is requesting \$50,000 to continue with the current trend of monthly reimbursement from Tri-County Community Council.

If funds are not utilized within the requested year, the County can request extension of the funds to the next fiscal year.

Santa Rosa County Public Service Complex
6051 Old Bagdad Highway, Suite 202 Milton, Florida 32583
www.santarosa.fl.gov
Office: (850) 981-7000

RESOLUTION NO. _____

A RESOLUTION OF THE SANTA ROSA BOARD OF COUNTY COMMISSIONERS AUTHORIZING THE SIGNING AND SUBMISSION OF A GRANT APPLICATION AND SUPPORTING DOCUMENTS AND ASSURANCES TO THE FLORIDA DEPARTMENT OF TRANSPORTATION, THE ACCEPTANCE OF A GRANT AWARD FROM THE DEPARTMENT OF TRANSPORTATION, AND THE PURCHASE OF VEHICLES AND/OR EQUIPMENT AND/OR EXPENDITURE OF GRANT FUNDS PURSUANT TO A GRANT AWARD.

WHEREAS, the Santa Rosa Board of County Commissioners has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA:

1. This resolution applies to the Federal Program under U.S.C. Section 5311.
2. The submission of a grant application, supporting documents, and assurances to the Florida Department of Transportation is approved.
3. The Chairman of the Santa Rosa Board of County Commissioners is authorized to sign the application, accept a grant award, purchase vehicles/equipment and/or expend grant funds pursuant to a grant award, unless specifically rescinded.

PASSED AND ADOPTED by the Santa Rosa Board of County Commissioners on a vote of ___ yeas, ___ nays, and ___ absent, in regular session, this 14th day of January 2016.

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

By: _____
Lane Lynchard, Chairman

ATTEST:

_____(seal)
Donald C. Spencer, Clerk of Court



Beckie Cato, AICP
Planning and Zoning Director

Santa Rosa County Development Services



Rhonda C. Royals
Building Official

MEMORANDUM

TO: Board of County Commissioners

FROM: Erin Malbeck, Housing Program Coordinator

THROUGH: Beckie Cato, AICP, Planning Director

SUBJECT: Hurricane Housing Recovery Program (HHRP)
Second Mortgage Subordination Request
4325 Chalet Circle, Pace, FL 32583
13-1N-29-4923-00D00-0120

DATE: December 18, 2015

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 \$97,990.00.

BACKGROUND:

SHIP Second Mortgage: \$25,000.00
 Recorded: 7/5/2006
 Purpose: HHRP Home Purchase Assistance Program

Proposal is to reduce the annual interest rate on the first mortgage from 5.75% to 4.375%

Current monthly principal and interest: \$539.47
 Proposed monthly principal and interest: \$489.25

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

In October 2015, a subordination request was approved by the Board, however, the first mortgage financing fell through and the homeowner has started the process over.

Santa Rosa County Public Service Complex
 6051 Old Bagdad Highway, Suite 202 Milton, Florida 32583
www.santarosa.fl.gov
 Office: (850) 981-7000



Santa Rosa County Development Services



6

Beckie Cato, AICP
Planning and Zoning Director

Rhonda C. Royals
Building Official

MEMORANDUM

TO: Board of County Commissioners

FROM: Kristen A. Shell, AICP, Senior Urban Planner

THROUGH: Beckie Cato, AICP, Planning Director
Shawn Ward, AICP, Long Range Planning Manager

DATE: January 4, 2016

RE: Pace and Pea Ridge Area Bicycle and Pedestrian Plan

RECOMMENDATION:

That the Board discuss a potential bicycle and pedestrian planning effort for the Pace and Pea Ridge areas of the County and authorize staff to complete a Plan for those areas using in house resources.

BACKGROUND:

In the beginning of 2015, staff requested Board support for a grant application similar to the grant utilized for the South End Bicycle and Pedestrian Master Plan to conduct a similar effort in the Pace and Pea Ridge areas of the County. The Board authorized staff to prepare this application to the Department of Economic Opportunity, however, the County did not ultimately receive the grant funding.

Staff is currently requesting authorization to conduct the project using in-house resources and staffing. Staff anticipates a similar process to the one recently completed in the South End, with up front public involvement that includes online outreach and a possible citizen based focus group approach. The end result would hopefully provide citizen prioritized projects that accomplish connectivity and safety while providing recreational opportunities as well, recognizing the various needs of different parts of the County.

NEXT STEPS:

The timeline for the planning project would most likely span a six month time period beginning in March of this year and ending in September. Initially staff will research accident data and land use patterns and then design the public involvement component of the project.

Santa Rosa County Public Service Complex
6051 Old Bagdad Highway, Suite 202 Milton, Florida 32583
www.santarosa.fl.gov
Office: (850) 981-7000

AGENDA
PUBLIC WORKS COMMITTEE

January 11, 2016

Chairman: Commissioner Salter

Vice Chairman: Commissioner Cole

1. Discussion of award of Pour in Place Safety Surface contract for the Holley Ball Park playground to J. A. Dawson & Company in the amount of \$34,589.75 based on comparison shopping through U.S. Communities pricing with funding from District 4 Recreation Funds.
2. Discussion of approval of the purchase of a football scoreboard for the Navarre Sportsplex from Varsity Scoreboards in the amount of \$7,641.87 from District 4 Recreation Funds. The Navarre Youth Sports Association is to reimburse the District 4 recreation fund in the amount of \$5,250.00 upon receipt of contribution from Buffalo Rock/Pepsi.
3. Discussion of resurfacing the following roads in District 4 at an estimated cost of \$204,247.50.

Estates Circle

Hillary Lane

Valley Road (*from Flintwood to Sunrise*)

Classic Court

Muirfield Drive

Pepperwood Street

Opal Court

Fourth Street (*from Andorra St. to 8078 Fourth St.*)

Larkspur Street

Crescent Road (*Irving Dr. to Valley Rd.*)

Orion Parker Boulevard

Bellingham Street (*from Edgewood to Elkhart Dr.*)

Pineneedle Drive

Snug Water Road (*from Valley Rd. to Banyan Dr.*)

4. Discussion of approval of proposal for design and construction services from Leather's & Associates for an addition to the Benny Russell Park in the amount of \$39,500, with funding split between District 1 and District 3 Recreation Funds.

5. Discussion of purchasing steel for bridge construction from Sabel Steel Service in the amount of \$154,402.55, as the low bidder based on comparison shopping, with funding from the Road and Bridge budget.
6. Discussion of purchasing eight (8) guard rail end kits from Trinity Highway Products, LLC in the amount of \$12,670.00, as the sole source provider meeting our specifications with funding from the Road and Bridge budget.
7. Discussion of a request to designate "No Parking during School Events" on Ashwood Way.



**SANTA ROSA COUNTY
BOARD OF COMMISSIONERS
Administrative Services/Parks Operations**



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

Santa Rosa Public Works Offices
6075 Old Bagdad Highway
Milton, FL 32583

Hunter Walker, County Administrator
Roy V. Andrews, County Attorney
Jayne N. Bell, OMB Director

MEMORANDUM

DATE: December 16, 2015
TO: STEPHEN FURMAN, PUBLIC WORKS DIRECTOR
FROM: TAMMY C. SIMMONS, ADMINISTRATIVE SERVICES MANAGER
RE: HOLLEY BALL PARK – POUR IN PLACE (PIP) SAFETY SURFACING

Recommend the Board of County Commissioners authorize the purchase of PIP for the Holley Ball Park from J. A. Dawson & Company in the amount of \$34,589.75 utilizing U.S. Communities pricing; which complies with the State of Florida purchasing authority and Federal GSA contracts; which complies with Santa Rosa County's purchasing ordinance. J. A. Dawson is the company that was approved by the Board of County Commissioners on November 12, 2015 to purchase and install the playground at Holley Ball Park.

Further recommend budget amendment in the amount of \$34,589.75 to purchase PIP to include shipping and installation.

If you have questions, or need additional information, please contact me.

U.S. Communities

The Leading National Government Purchasing Cooperative

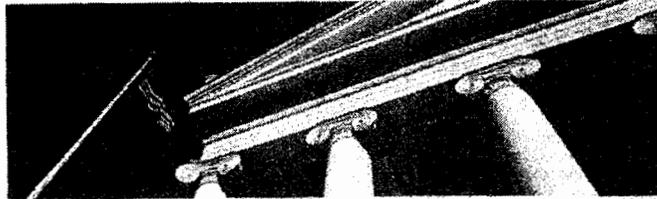
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U.S. Communities is the leading national government cooperative purchasing program, providing procurement resources and solutions to local and state government agencies including:

- Cities
- Counties
- Towns
- States
- Special Districts
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- Schools, Universities and Colleges

With U.S. Communities, agencies can utilize competitively solicited contracts to help save time and resources while still meeting state, local and federal purchasing requirements. All cooperative purchasing contracts from U.S. Communities have been competitively solicited by a lead public agency and meet our rigorous cooperative standards and supplier commitments. Each supplier commits to delivering their best overall government pricing so you can buy with confidence.

The program delivers savings in time and dollars:

- **No Cost to Participate:** there is no cost or fee to register, no commitments and no minimum orders.
- **Best Overall Supplier Government Pricing:** by combining the cooperative purchasing power of 90,000 public agencies, suppliers commit to provide their best overall government pricing.
- **Quality brands:** thousands of the best brands in a wide variety of categories, services and solutions.
- **Integrity and Experience:** U.S. Communities government purchasing cooperative is founded by 5 national sponsors and more than 70 state, city and regional organizations.
- **Oversight by Public Purchasing Professionals:** third party audits ensure program pricing commitments are met and our Advisory Board provides ongoing program leadership and direction.

View our full list of suppliers to start saving and then register to participate — it's quick, easy and completely free.

How to Get Started

1. **Register with U.S. Communities**
They will contact you to set up an account or connect your existing account to your U.S. Communities registration.
2. **Request Contact from 1 supplier you would like purchase from.**
They will contact you to set up an account or connect your existing account to your U.S. Communities registration.
3. **Shop Online or Contact Supplier to begin purchasing.**

Save On

- Office Supplies
- Janitorial and Cleaning Supplies
- Office and Education Furniture
- Copiers, Printers and Office Machines
- Equipment Rental
- Temporary Staffing
- Maintenance, Hardware and Paint Supplies
- Technology Solutions, Software and Equipment
- Electrical and Lighting
- Safety and Emergency Preparedness
- Roofing
- Telecommunications
- Uniforms or Branded Clothing
- Park, Playground and P.E. Equipment
- Auto Parts
- Science and Lab Supplies

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Purchasing Requirements

The Department has authorized the use of this U.S. Communities contract for purchases not in conflict with any existing state term contract(s). To the extent that products or services are available under state term contract, State agencies must document a contract exception per Rule 60A-1.044(3), F.A.C., before buying from the U.S. Communities contract.

Non-state agency eligible users may use this contract without additional paperwork from the Department; however, such users are responsible for determining whether their local laws require any additional steps.

Agencies need not submit PUR 7102 or otherwise obtain further Department approval before using this U.S. Communities contract.

J.A. Dawson & Company

Your Total Recreation Resource

P.O. Box 1178
Pelham, AL 35124
P:205.663.5058 F:205.663.5012
www.jadawsonco.com

QUOTE
#61804

12/10/2015

Holley Ball Park RFP - Option 2_PIP A4

Santa Rosa County Parks and Recreation
Attn: Tammy Simmons
6075 Old Bagdad Highway
Milton, FL 32570
Phone: 850-983-1858
Fax: 850-983-1861
tammys@santarosa.fl.gov

Ship To Zip: 32566

Quantity	Part #	Description	Unit Price	Amount
1885	PIP	Other Manufacturer - sq ft of Poured in Place Rubber Safety Surfacing - Installed - 3.5" depth for 8' fall height, standard colors, 50/50 color/black mix, includes 8.5" compacted crushed stone sub-base. Includes 73 linear feet turn down into EWF.	\$18.35	\$34,589.75

Contract: USC

SubTotal: \$34,589.75
Total Amount: \$34,589.75

Acceptance of quotation:

Accepted By (printed): _____ Signature: _____

P.O. No: _____ Purchase Amount: **\$34,589.75**

Date: _____ Title: _____

Phone: _____ Facsimile: _____

Order Information:

Bill To: _____ Contact: _____

Address: _____ Tel: _____

City, State, Zip: _____

Ship To: _____ Contact: _____

Address: _____ Tel: _____

City, State, Zip: _____

FIN# (FEDERAL IDENTIFICATION NUMBER) _____

SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

Holley Ball Park RFP - Option 2_PIP A4

QUOTE
#61804

12/10/2015

TERMS AND CONDITIONS OF SALE Required for Complete Order: Purchase Order or signed quote, 50% down and 50% net 30 after delivery or installation with credit approval or 100% payment with order, complete billing & shipping address w/ contact names and phone numbers, and color selections. Contractors provide fully executed bid/performance/payments bonds as applicable. Pricing: f.o.b. factory, firm for 30 days from date of quotation. Acceptance of this Transaction: constitutes entire agreement between buyer and seller. Failure to pay when agreed is basis for legal action to be taken. Buyer agrees to pay all legal costs for collection and reasonable attorney fees, and hereby waives rights of exemption as to personal property under the laws of the state of Alabama or any other state. In connection with this transaction, a finance charge will be imposed on the past due balance at an annual percentage rate of 18%, or 1-1/2% per month. Delivery Schedule: Upon written notification of order (with or without installation services) delivery will be made in appx. 45-60 days. Customer has 10 days after ordering to make request to delay ship date if site will not be ready. All efforts will be made to accommodate requests, but no change is guaranteed. Freight carrier is instructed to call 24 hours in advance to arrange delivery. Returned Goods: Returned goods are subject for a restocking fee of 30% in addition to both the outbound and inbound freight charges. Goods must be packaged to protect against damage in transit in accordance with best commercial practices. Labor and material costs to make returned goods merchantable will be deducted from any credit. Returned goods will not be accepted without an authorization number (RGA) assigned by J.A. Dawson & Co., Inc. To be eligible for credit, returned good must be received at manufacturer within 45 days of issuance of a returned goods authorization number. Unloading: Unless unloading service is contracted, unloading of delivery truck is responsibility of customer. Forklift may be required. If unloading, customer is responsible for accepting and noting any damages or shortages on the freight bill and inspecting/inventorying equipment upon receipt. Customer must notify our office immediately of any discrepancies. Freight carrier is instructed to call your designated contact 24 hours in advance to arrange delivery. If job site is not prepared and ready for installation when equipment delivers, any pre-existing unloading agreement is voided and customer is responsible for truck unloading and equipment storage. Additionally Insured: Any entity or person named as additionally insured, add \$150.00 per each occurrence. TERMS AND CONDITIONS IF CONTRACTING INSTALLATION SERVICES Utilities: Customer is responsible for the location and marking of all underground utilities and sprinklers prior to installation. J.A. Dawson & Co., Inc. is not responsible for damages or repairs to any form of underground utility or sprinklers. Equipment Layout: To be as illustrated & accepted on submitted drawings. Any requested changes may result in additional charges. Site Conditions: Installation quotations are based on a prepared level surface (slope not to exceed 1/2" over 25'), and open truck access to the area. We require a 10' wide path into the site and unloaded equipment to be within 100'. Please notify estimator of site concerns to ensure proper quotation. If installation crew arrives and installation cannot be performed due to unprepared surface or inadequate access, an additional \$1,500.00 will be charged for return trip. Pier spoils from installation shall be spread at site. Site will be left rough grade. Upcharge of \$65.00 per hour per man plus necessary equipment rental will be added for installation in rock, concrete or existing asphalt. Removal of existing equipment, trees, etc. by others unless specifically contracted. Machinery Use: Installation requires the use of heavy machinery. All efforts are made to minimize damage to the site. It is recommended that all final landscaping, fencing, sidewalks, etc. be completed after installation of equipment and/or surfacing. J.A. Dawson & Co., Inc. is not responsible for damage to grass or other site features due to normal, necessary equipment use. Please notify estimator to discuss concerns prior to accepting quotation in case revisions are needed. Waste Disposal: Dumpster or approved dumping area must be provided for packaging and other waste during installation. J.A. Dawson & Co., Inc. is not responsible for removing waste from the property unless specifically contracted. Security: J.A. Dawson & Co., Inc. is pleased to supply & install your equipment in a timely, professional manner. Upon completion, the equipment is secured with tape to discourage play and allow concrete to dry for 72 hours. Premature play will cause equipment to become loose in the concrete footings. Customer is responsible for prohibiting access to equipment during this critical drying time. J.A. Dawson & Co., Inc. is not responsible for equipment that becomes loose in the concrete due to premature access or events beyond our control. If purchasing rubber safety surfacing, the 72 hour waiting period also applies. Premature access will leave imprints in rubber surfacing. Customer is responsible for security.

J.A. DAWSON & CO., INC.

DATE

CUSTOMER

DATE

Tammy Simmons

From: Melissa Isbell <misbell@jadawsonco.com>
Sent: Thursday, December 10, 2015 9:09 AM
To: Tammy Simmons
Cc: John Kilpatrick
Subject: Holly Ball Park PIP
Attachments: Quote_16695_20509.pdf, 02059-A4 Model (1).pdf, 02059-A4 Model (2).pdf

Tammy,

Attached is a new top view drawing showing how we can do the poured in place in certain areas to maximize ADA accessibility and keep the costs down. The PIP goes under the ramped unit up to the accessible slide and under the therapeutic rings. The PIP is also under the GT Stock Car and the Zero G Chairs.

Also attached is a drawing showing your swings with the Sky Runner and Xcelerator. It works out that the amount of EWF with the original design equals the EWF needed for the rest of the 2-5 area and the new 5-12 area with the swings.

Let us know if you have any questions or would like to make any changes.

Thank you,

Melissa Isbell, CPSI
Designer

play. design. products. service.

J.A. Dawson
& Company

misbell@jadawsonco.com

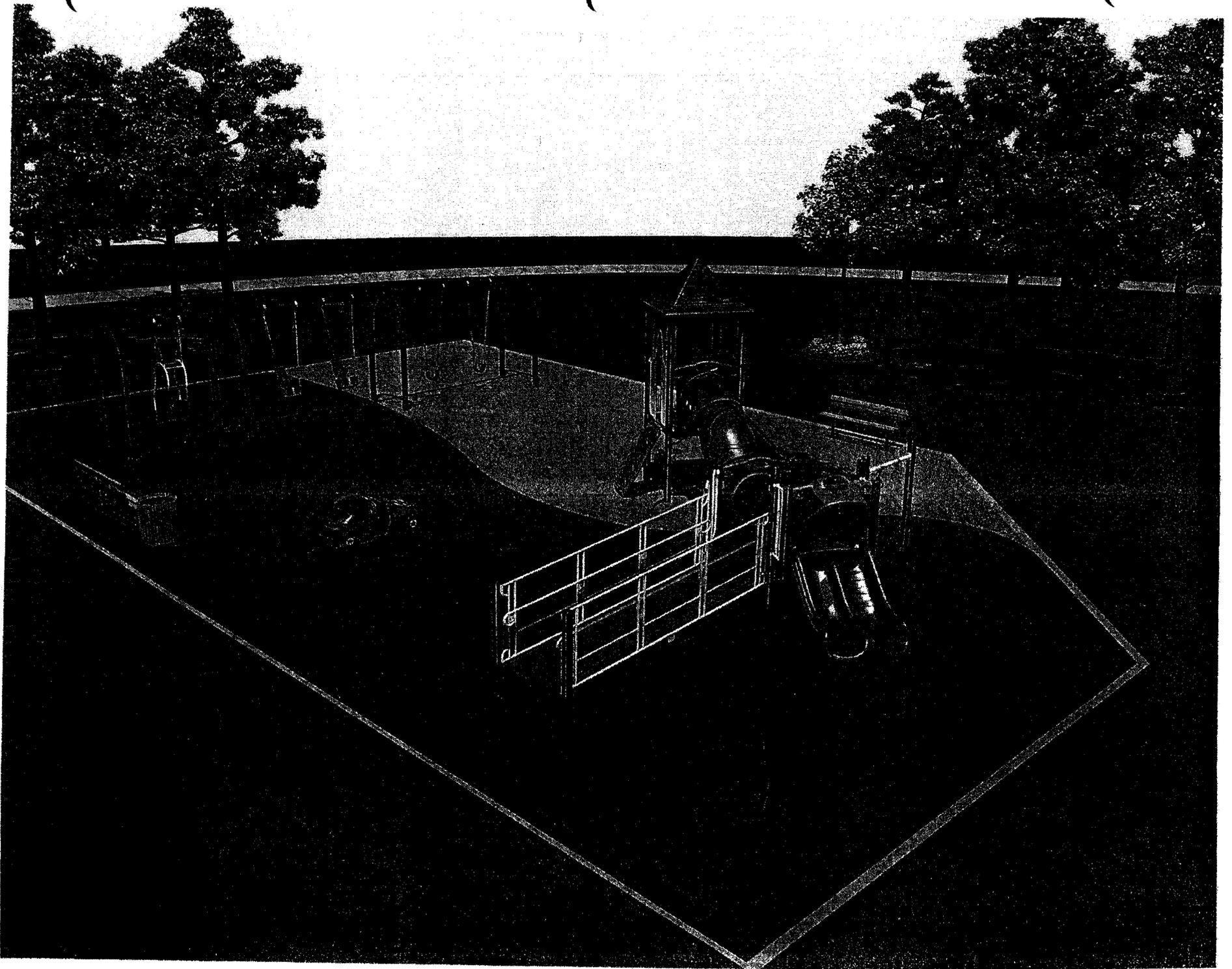
205.663.5058 - **1.800.221.8869**

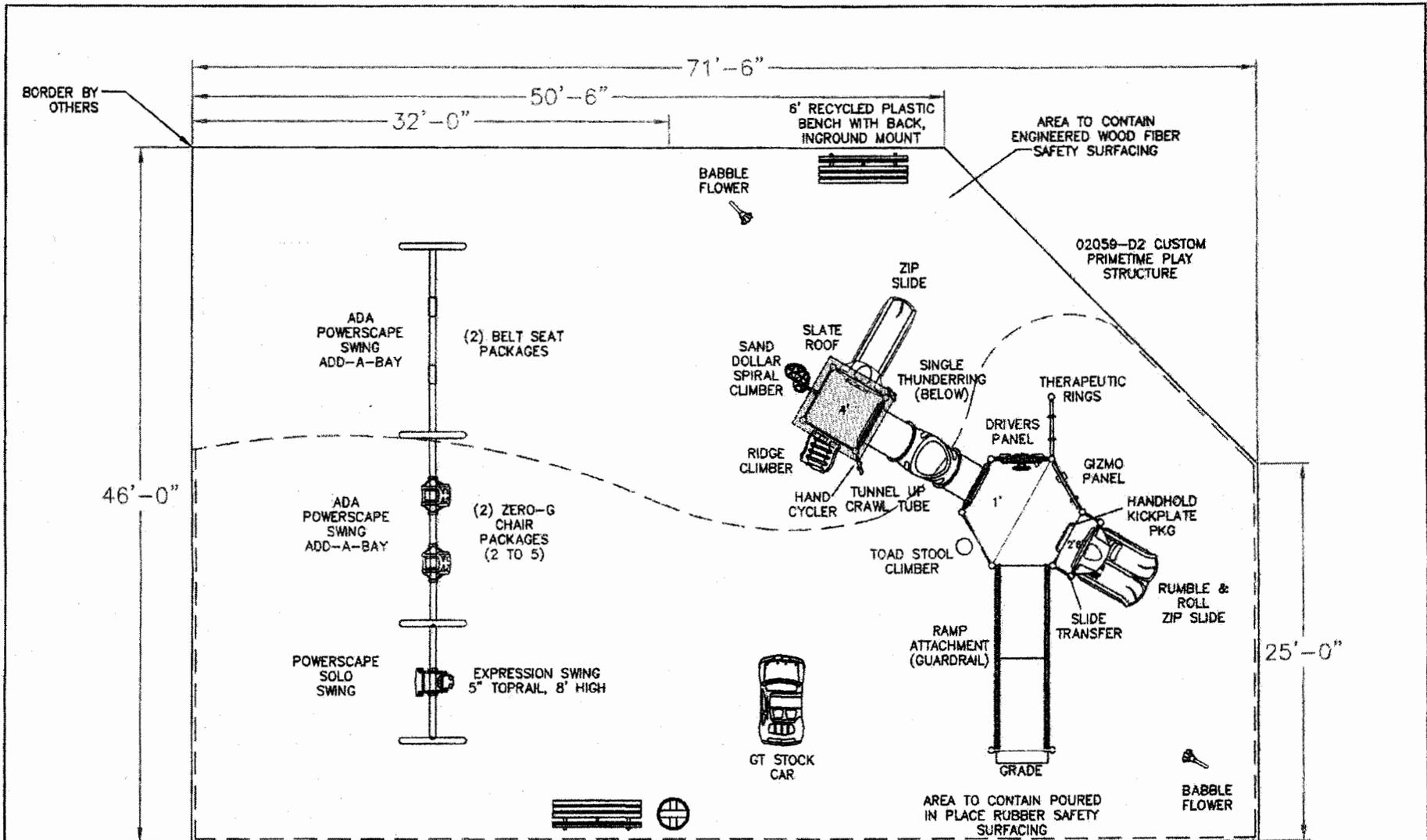
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6' RECYCLED PLASTIC BENCH WITH BACK, INGROUND MOUNT

RECYCLED PLASTIC LITTER RECEPTACLE

CHILD CAPACITY 65-70
ELEVATED COMPONENTS - 8
GROUND LEVEL COMPONENTS - 13

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**Holley Ball Park
Playground Option 2**

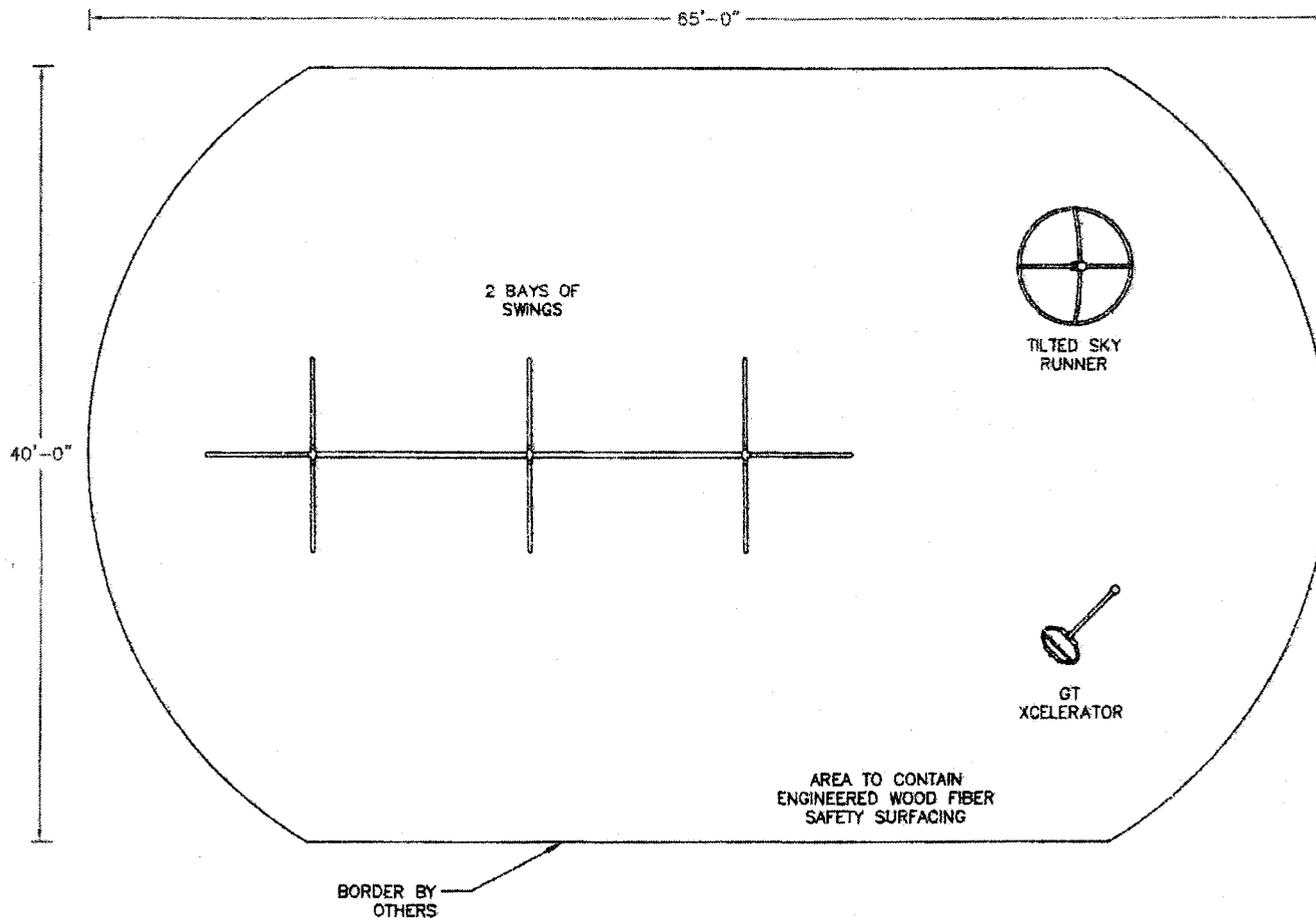
Project Manager:
John Kilpatrick

This play equipment is recommended for children ages
2-5 and 5-12

Minimum Area Required:
65' x 65'
Scale: NTS
This drawing can be scaled only when in an 8 1/2" x 11" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-814

Drawn By:
M. Isbell
Date:
12.10.2015
Drawing Name:
02059-A4



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& Company

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Pelham, AL. 35124
205.663.5058
800.221.8869
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www.jadawsonco.com

**Holley Ball Park
Playground 5-12 Area**

Project Manager:
John Kilpatrick

This play
equipment is
recommended
for children ages
5-12

Minimum Area Required:
40' x 65'
Scale: NTS
This drawing can be
scaled only when in
an 8 1/2" x 11" format

IMPORTANT: Soft resilient surfacing should
be placed in the use zones of all equipment,
as specified for each type of equipment, and
at depths to meet the critical fall heights as
specified by the U.S. consumer Product
Safety Commission, ASTM standard F 1487
and Canadian Standard CAN/CSA-Z-614

Drawn By:
M. Isbell
Date:
12.10.2015
Drawing Name:
02059-A4

Tana Tynes

From: Tammy Simmons
Sent: Monday, December 21, 2015 7:33 AM
To: Stephen Furman
Cc: Commissioner Rob Williamson; Daren Thomas (d_thomas@bellsouth.net)
Subject: FW: NYSA Football Scoreboard quote updated
Attachments: SmartCatalogQuote[1].pdf; FootballScoreboardApprovalLetter.doc

Item for January 2016 BOCC meeting agenda.

Thanks

Tammy C. Simmons
Santa Rosa County Board of County Commissioners
Administrative Services Manager
6075 Old Bagdad Highway
Milton, FL 32583
850-983-1858 Phone
850-623-1331 Fax

From: Daren Thomas [mailto:darent@spfs.com]
Sent: Thursday, December 17, 2015 6:27 PM
To: Tammy Simmons
Cc: Daren Thomas; Commissioner Rob Williamson
Subject: FW: NYSA Football Scoreboard quote updated

Hi Tammy,

Rob asked me to go ahead and forward this on to you. The NYSA is purchasing a new Football Scoreboard to replace the old one and we would like for you to coordinate that purchase and delivery to us. We are going through the same vendor we used when we purchased our baseball scoreboards about 4 years ago. I have attached their updated quote which includes a \$250 shipping discount good through 1/30/16. We are receiving \$5,250 from Buffalo Rock/Pepsi which we are using toward this purchase and then Rob has approved paying for the remainder. We should receive those funds around mid-January. Rob would like for you to go ahead and put this on the agenda for January.

The NYSA will handle the taking down of the original scoreboard and the installation of the new one. We would then need you to take away the old one and dispose of it like you did the old baseball ones.

Thanks in advance for your assistance and call me when you get a moment so we can discuss the sponsor Pepsi going on a portion of the scoreboard panel.

Thanks,

Daren Thomas

Regional Manager
Southpoint Financial Services, Inc.
6143 Navarre Parkway
Navarre, FL 32566

NMLS# 344059
Office: 850-936-0422
Cell: 850-420-6828
Fax: 1-866-311-8280
Email: darent@spfs.com

We may attach a file that will be in an Adobe PDF format. To open and access the file PDF attachment you will need to have the Adobe Reader software installed on your computer. You may download a free copy of the Adobe Reader software at www.adobe.com.

To access a Free copy of **the HUD Settlement Costs Booklet for Homebuyers** please click on this link:
http://navarremortgage.com/HUD_Settlement_Costs_Booklet-REVISED_1-2010.pdf

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From: Daren Thomas [mailto:d_thomas@bellsouth.net]
Sent: Thursday, December 17, 2015 3:26 PM
To: 'Commissioner Rob Williamson' <RobWilliamson@santarosa.fl.gov>
Cc: Daren Thomas <darent@spfs.com>
Subject: NYSA Football Scoreboard quote updated

Hi Rob,

Attached is the updated NYSA Football Scoreboard quote where I got the \$250 shipping discount extended through end of January 2016. We are getting funds totaling \$5,250 from Buffalo Rock/Pepsi around mid-January that is going toward this purchase. You agreed to cover the remainder which is \$2,391.87, so I wanted to get this to you so you could get it on the agenda or however you needed to handle it. Let me know if you need anything further on it.

Tammy coordinated this when we purchased our baseball scoreboards about 4 years ago, so I would recommend having her coordinate this as well. NYSA will handle the taking down of the old scoreboard and installation of the new one once it is delivered onsite.

Thanks again for all of your support on this!

Thanks,

Daren Thomas
NYSA Board VP
Cell: 850-420-6828

From: Charlene Knight [<mailto:CharleneKnight@scoreboard1.com>]
Sent: Thursday, December 17, 2015 2:48 PM
To: d_thomas@bellsouth.net
Subject: Varsity Scoreboards

I have attached the quote on the scoreboard.

Thanks,



**SANTA ROSA COUNTY
BOARD OF COMMISSIONERS
Administrative Services/Parks Operations**



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

Santa Rosa Public Works Offices
6075 Old Bagdad Highway
Milton, Fl 32583

Hunter Walker, County Administrator
Roy V. Andrews, County Attorney
Jayne N. Bell, OMB Director

MEMORANDUM

DATE: December 21, 2015
TO: STEPHEN FURMAN, PUBLIC WORKS DIRECTOR
FROM: TAMMY C. SIMMONS, ADMINISTRATIVE SERVICES MANAGER
RE: NAVARRE SPORTS COMPLEX – FOOTBALL SCOREBOARD

Recommend budget amendment in the amount of \$7,641.87 from District 4 recreation funds to purchase football scoreboard from Varsity Scoreboards for the Navarre Sportsplex; Navarre Youth Sports Association will reimburse the county \$5,250 from funds they received from Buffalo Rock/Pepsi after the first of the year.

If you have questions, or need additional information, please contact me.



106 Max Hurt Drive
Murray, Kentucky 42071
www.varsityscoreboards.com

**SAVE 33% OR MORE
BUYING DIRECT!**

TOLL-FREE: **866-575-0577**
FAX: **270-759-0004**

Quotation

Date: 12/17/2015
Quote Number: 87053-3
Prepared By: Charlene Knight
Notes: Discount ends January 30th, 2015

Customer: NAVARRE YOUTH SPORTS ASSOCIATION
Address: NAVARRE FL 32566
Phone: 8504206828
Fax:
Email: d_thomas@bellsouth.net
Contact: DAREN THOMAS

Model	Description	Qty	Unit Price	Ext. Price
VSBX-716R	FOOTBALL 6' X 16'	1	\$5,295.00	\$5,295.00
BLACK	POWDER COAT BLACK	1	\$0.00	\$0.00
White Letter Color	White Letters on Scoreboard	1	\$0.00	\$0.00
White Trim	White Scoreboard Trim	1	\$0.00	\$0.00
VSBX-WC2.4ARTNP	LCD WIRELESS NEW PLATFORM 1TX 1RX	1	\$745.00	\$745.00
VSBX-PWRPK4000	INTERNAL BATTERY PACK	1	\$95.00	\$95.00
VSBX-HRN1	OUTDOOR HORN KIT	1	\$425.00	\$425.00
VSBX-PN16	SPONSOR PANEL 21"X16' OD	1	\$525.00	\$525.00
WHITE SPONSOR PANEL COLOR	WHITE SPONSOR PANEL COLOR	1	\$0.00	\$0.00
Shipping Discount - \$250	Shipping Discount - \$250	1	(\$250.00)	(\$250.00)
Subtotal:				\$6,835.00
Total:				\$6,835.00

Shipping:	\$00.00
Sales Tax:	\$0.00
Quote Total:	\$7,041.87

Thank you for the opportunity to quote on your project! If you have any questions concerning this quotation or if there is anything else I can do for you, please give me a call.

Sincerely,

Charlene Knight





Department of Public Works
SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

Glenn Bailey
Asst. Director of Public Works
Road & Bridge Dept.
6075 Old Bagdad Hwy.
626-0191

STEPHEN FURMAN
Director of Public Works
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221
Fax 623-1331

Thad Allen
Superintendent
Building Maintenance/Parks
P.O. Box 864
981-7071

January 4, 2016

Mr. Rob Williamson
Santa Rosa County Board of County Commissioners
6495 Caroline St., Suite M
Milton, FL 32570

Dear Mr. Williamson:

Please find listed below the estimated cost for resurfacing the following roads in District Four at an estimated cost of \$204,247.50:

Estates Circle	\$35,476.00
Hillary Lane	\$ 8,036.40
Valley Road (<i>from Flintwood to Sunrise</i>)	\$29,835.40
Classic Court	\$ 2,896.00
Muirfield Drive	\$21,783.70
Pepperwood Street	\$18,244.00
Opal Court	\$ 4,000.00
Fourth Street (<i>from Andorra St. to 8078 Fourth St.</i>)	\$23,834.80
Larkspur Street	\$ 5,936.80
Crescent Road (<i>Irving Dr. to Valley Rd.</i>)	\$ 9,484.40
Orion Parker Boulevard	\$18,099.00
Bellingham Street (<i>from Edgewood to Elkhart Dr.</i>)	\$11,877.60
Pineneedle Drive	\$10,642.80
Snug Water Road (<i>from Valley Rd. to Banyan Dr.</i>)	\$ 4,100.60

Sincerely,

A handwritten signature in black ink, appearing to read "S. Furman", is written over a horizontal line.

Stephen Furman
Public Works Director

SF/tt



Playgrounds by
LEATHERS
Dream. Build. Play!

Pace, FL Benny Russell playground accessible addition

Leathers & Associates DATE: 12/23/15 Project Manager: Marc Leathers	Santa Rosa County, FL Benny Russell Playground Accessible addition
---	--

READ THIS ENTIRE PROPOSAL CAREFULLY. IT CONTAINS IMPORTANT INFORMATION FOR YOUR PROJECT.

This is a lump sum contract between Santa Rose County (Client) and Leathers & Associates, Inc. (L&A) for design services and construction services to renovate the Benny Russell Playground originally designed by L&A.

This proposal constitutes an estimate of the work our office will provide for your project and the associated fees. The fees described in this proposal assume that we are providing standard design services based on the original design by Leathers & Associates, Inc. The fees outlined here will vary only if additional work is requested or required. Any modifications to this proposal will be handled through written change orders.

The construction phase will not change except by mutual agreement between Leathers & Associates and the city. Certain conditions may be encountered during construction that significantly affects the ability to complete the project during the designated constructing period. Variables such as weather are impossible to identify until the time of construction and may affect the total hour's necessary for construction consultation. Additional fees will be charged only if construction varies from the times outlined in this proposal and reviewed with the client.

The following pages contain an outline of the scope of work and associated responsibilities. This proposal is valid through 1/23/16

Project goals:

- Design an all-inclusive addition to the existing Bennet Russel Playground.
- Design the new playground to blend with the existing structures
- Ensure the new playground meets ASTM F1487 and CPSC Pub.325 safety standard and guidelines
- Ensure the new playground meets ADA requirements
- The new structure will not contain any wood and utilize a variety of recycled plastic lumber
- Base the design on a \$200,000 budget
- Construction to be a Hybrid of County staff, inmate crews & L&A staff

Scope of work:

Based on the schematic design by L&A dated 12/22/15

There are some fundraising opportunity included in the design.

Components sale:

- 2- Store fronts
- We-Saw
- Roller table
- Slide
- Blue Angle accessible swinging platform
- Pre-school music station (multiple musical instruments)
- Bongos musical instrument
- Oddle swing
- Omni spinner
- Expression swing
- Frog spring toy
- 4 activity panels
- Accessible rubber surfacing

You can route names in the pickets and sell them (We recommend \$25-\$75 per picket). In the current design there are around 400 pickets available for names (\$10,000 -\$30,000). There's an additional cost if you have the plastic company do the engraving but you still make money on selling these. If you find a local source to route them you might make more especially if they become a sponsor of the playground and donate their services. Timing will be tight to make the March start date so a quick decision will be required.

Construction period:

- The dates are to be determined but estimated to start the first week in March 2016. Materials ordering and delivery is a key factor.
- The goal is to work 5 consecutive 10hr (7am-5pm) days. Monday - Friday

City's responsibilities:

- Provide temporary safety fencing (or other) around construction site if required
- Purchase all necessary materials according to L&A's materials list
- Supplying a liaison from the city to help coordinate the design and construction between the county and L&A
- Obtain any necessary permits if applicable
- Provide a storage container (8' wide x 10' long x 8' high +/-) on site to keep the smaller materials in
- Supply a power source during construction. If generators are used they must be GFI protect and be able to function in inclement weather
- Provide 10 county workers for the outlined length of the build
- Arrange for 2-10 inmate crews to assist the construction
- Provide the tools according to a tool list developed by L&A
- Prepare the site for construction and safety surfacing
- Coordinate all aspects of installing the safety surfacing
 - L&A will provide a safety surfacing drawing showing the necessary fall height requirements for the design
- Provide a dumpster for construction materials and removal
- Provide final site cleanup of construction materials/site

L&A responsibilities:

- Develop a final design based on the schematic design dated 11/4/15 final design
- Develop a materials list so the city can purchase the necessary materials for the project

- Supply onsite project supervision and work directly with the City/contractor to ensure everything is built in conformance with the drawings
- Assist the client in securing a safety surfacing supplier and coordination
- Provide some additional labor to assist the county's workers
- Provide the majority of the tools need to complete the project
- Certify the final product meets ASTM F1487 standards, CPSC Pub.325 guidelines and ADA

L&A Fees:

The following is an outline of fees for Leathers & Associates' professional services:

<u>DESIGN DEVELOPMENT & CONSTRUCTION DOCUMENTS PHASE</u>	
Design Development, Detailed Drawings, Materials list, tools list etc.	\$23,000
Construction	\$15,200
L&A Construction Consultants (On site supervision) Includes all labor and travel expenses & tools	
Final inspection	\$1,300
Inspected by L&A's CPSI for safety compliance	
Total L&A	\$39,500
Estimated materials (purchased by county)	\$174,000
<u>TOTAL PROJECT COST</u>	\$213,500

Estimated Payment schedule

Timing	Amount
Upon acceptance of proposal	15% = \$5,925
Upon completion of Design development and construction document phase	35% = \$13,825
Prior to start of construction	35% = \$13,825
Within one week completing construction phase	15% = \$5,925

BASIC SERVICES

The Basic Services consist of the phases described below.

DESIGN DEVELOPMENT/CONSTRUCTION DOCUMENTS PHASE

Design Development

Leathers & Associates shall review the original design documents and consult with the client on design modifications. Leathers & Associates will develop a plan view drawing of the project and modifications. Leathers & Associates will prepare a materials list to allow the city to purchase all the necessary materials. No substitutions can be made without Leathers & Associates approval.

We will provide re-design services to bring the project up to current ASTM F 1487, CPSC Pub. 325 standards and guidelines. We will also increase the ADA needs and function.

Construction Documents

Leathers & Associates shall prepare the necessary working drawings and specifications setting forth the requirements for the construction of the entire project as needed by our construction consultants. The final drawings will conform to the current safety and accessibility guidelines (ASTM 1487, CPSC Pub. No. 325). They will also meet any ADA requirements.

These documents typically consist of plan view drawings and are outlined below:
1/8" plan view, 1/4" plan view, 1/8" stakeout, 1/8" plan of Safety surfacing area, and any other drawings L&A deems necessary. These drawings are not typically construction drawings and are prepared for our trained construction consultants.

If necessary Leathers & Associates shall assist the committee in filing the required documents for the approval of governmental authorities having jurisdiction over the project. It is, however, the committee's responsibility to identify any such requirements and authorities and to follow through with any required filings. Any additional work that may be needed is not included in this proposal.

PROJECT MANAGEMENT PHASE

The client will be assigned a project manager, who will serve as the community's main contact through the construction of the project. The project manager is available from 8 a.m. to 5 p.m. Eastern Time and can be reached by telephone, email or fax.

CONSTRUCTION PHASE Exact construction dates and completion to be determined.
The current estimate is based on five consecutive 10 hour days totaling 100 hours. L&A will inspect the completed playground for compliance with the drawings and all relevant safety aspects.

Authorized Santa Rosa County official:

Name (please print)

Signature:

Date:

Leathers & Associates

Name (please print)

Signature:

Date:

Corporate Headquarters
 749 North Court Street
 P.O. Box 4747
 Montgomery, AL 36103
 334-265-6771 FAX 334-263-7949
 800-392-5754

Sabel Steel Service

Quote No 05 - 41488
Quote Date 12/18/2015

1968 Taylor Road
 P.O. Box 6463
 Dothan, AL 36302
 334-793-2322
 FAX 334-793-6132
 800-225-7313

2809 Flannery Rd
 P.O. Box 45888
 Baton Rouge, LA 70895
 225-356-9812
 Fax 225-272-2215
 877-797-8335

126 Western Road
 Woodstock, AL 35188
 205-938-0061
 FAX 205-938-0467
 800-452-5929

6051 Highway 90
 P.O. Box 88
 Theodore, AL 36590
 251-653-1911
 Fax 251-653-0808
 800-824-6568

20 East Gordon Road
 P.O. Box 1904
 Newnan, GA 30264-1904
 770-252-4280
 FAX 770-252-4043
 800-754-1989

Bill To		Ship To	
45360 SANTA ROSA COUNTY DEPT. OF PUBLIC WORKS 6075 OLD BAGDAD HWY. MILTON, FL 32583		SANTA ROSA COUNTY DEPT. OF PUBLIC WORKS 6075 OLD BAGDAD HWY. MILTON, FL 32583	
Your Order No.	Ship Via OUR TRUCK	Special Instructions	
Sales Rep 22	In House Sales JENNIFER		

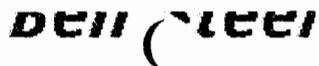
Quantity	Description	Weight	Footage	Price	Amount
31	W.F. BEAM 21" @ 62# BL & PRIME 50' ALLOW 2 WEEK ARO	96100	1550	1865.05	57816.55
56	H. PILING BEAM 12" @ 74# 50' 24 STK, REM ROLLING 1/10	207200	2800	1724.75	96586.00
Sub Total					154,402.55

Quote Valid Through 1/17/2016

Total Weight 303,300

Total Amount \$154,402.55

*All quotes are subject to material availability and prior sale at time of order.
 Changes in quantity may require recalculation of price.*



Quote # 921068

over 45 years of excellence

Quoted 12/22/2015
Promised 12/22/2015

8788 Paul Starr Drive
Pensacola, FL 32514
phone: (850)479-2980
fax: (850)474-0833

Bill To: SANTA ROSA BOARD OF CTY COMM
6065 OLD BAGDAD HWY
MILTON, FL
32583

Ship To: SANTA ROSA CTY ROAD DEPART.
6075 OLD BAGDAD HWY
MILTON, FL
32583
Telephone 850-626-0191

Entered	Sold By	Ship Via	Sale Type	Customer #	Customer PO	Terms
MG	NB	TRUCK	Quote	19140		NET 30

B/O	Qty	Description	Weight	Unit Price	Total Price
	56	Miscellaneous X HP12X74 A992 Dom 50' 0" PLEASE ALLOW 3-4 WORKING WEEKS FOR DELIVERY TO MY SHOP. *****	207200	1845.48 U	\$103346.88
	31	Miscellaneous X W21X62 A992 Dom 50' 0" BLASTED AND PRIMED ***** PLEASE ALLOW 2-3 WORKING WEEKS FOR DELIVERY TO MY SHOP.	96100	1995.60 U	\$61863.60
Totals			303300		\$165210.48

12-22 13:07:39 #

Add 3.25% to all invoices paid with American Express

TRINITY HIGHWAY PRODUCTS, LLC



Quote Ent: 12/29/15
Ship Plt: 478

Sales Quotation # SRC 12-29-15

655 E. Dixie Ave. Elizabethtown, KY 42701 Phone: 270-769-1839 Fax: 270-234-9433

For: SANTA ROSA CO RD & BRG DE Project:
6075 OLD BAGHDAD HWY GOV'T

MILTON, FL 32583 US

Cust: 641082 PO:

Contact: TOM COLLINS

Comments:

Phone #: 850-626-0191

Ship: 6075 OLD BAGHDAD HWY

Tax State: 9 - FLORIDA

Use State: 9 - FLORIDA

MILTON, FL 32583

Tax Exempt: Yes

Exempt #:

Sales Person: 336 - S. WRIGHT

Entered By: A Massing

Est. Trk Lds: 0.10

Ship Partial: No

Certs: 5 - With Trk, Email, MTR Req

Let Date: 12/29/15

Rel to Sched: n/a

Init Arrival: 1/21/16

SO Complete: 2/7/16

Ship Via

1 - Truck

Frts: 1 - Included

Credit: 1 - 30 Days

Credit Rmks:

<u>PI</u>	<u>Qty</u>	<u>Description</u>	<u>UOM</u>	<u>Price</u>	<u>Ext Price</u>	<u>Wt</u>	<u>Ext Wt</u>
1	8.00	SRT-31 FLARED TERMINAL, 53'-1.5", 1-CR+5-SYT+3-STD STL POST Header Part #: 0931SRT53S	EACH	1,400.00	11,200.00		9,347.68
To Include							
	8	11G 12/12'6/3'1.5/S				95.00	760.00
	8	30G 12/12'6/S SRT-1				95.00	760.00
	8	39G 12/12'6/S SRT-2				95.00	760.00
	8	907G 12/BUFFER/ROLLED				23.10	184.80
	8	3000G CBL 3/4X6'6/DBL SWG/NOHWI				14.00	112.00
	24	3500G 5/8"X10" GR BOLT A307				0.86	20.64
	16	3910G 1" HEX NUT A563				0.28	4.48
	8	6666B REFL SRT 16X16 YELLOW				1.00	8.00
	24	6777B PLYMR BLK 4X7.5X14 KING05				5.32	127.68
	24	14740G 6'6" POST/8.5/MEDIAN				59.40	1,425.60
	40	15000G 6'0 SYT PST/8.5/31" GR HT				52.00	2,080.00
	8	20442G 12/15'7.5/3'1.5:2@6'3/S				117.70	941.60
	8	33550A SRT-31 PARTS/HDW CAN				85.36	682.88
	8	33875G HBA-3"ANG STRUT 2-HL 6'6"				33.80	270.40
	8	34052A SRT 27/31 CRP BTM 6'3-1/2				117.70	941.60
	8	34053A SRT 31 CRPTOP 2'6-5/8				33.50	268.00
<u>PI</u>	<u>Qty</u>	<u>Description</u>	<u>UOM</u>	<u>Price</u>	<u>Ext Price</u>	<u>Wt</u>	<u>Ext Wt</u>
2	1.00	PARTIAL TRUCK FREIGHT CHARGE Header Part #: 530003999T	EACH	1,470.00	1,470.00		1.00
To Include							
	1	3999T OUTBOUND FREIGHT				1.00	1.00

TRINITY HIGHWAY PRODUCTS, LLC



Quote Ent: 12/29/15
Ship Plt: 478

Sales Quotation # SRC 12-29-15

655 E. Dixie Ave.

Elizabethtown, KY 42701

Phone: 270-769-1839

Fax: 270-234-9433

Total Price(USD) 12,670.00

9,348.68

Weight is in Pounds

Qualifications

* Trinity Highway Products, LLC("Seller") reserves the right to substitute agency approved alternate synthetic or wood block outs in lieu of King Blocks should it be necessary. Price of said substitute block outs would be at the same price as King Blocks or package with King Blocks. If this quote has no King Block outs disregard.

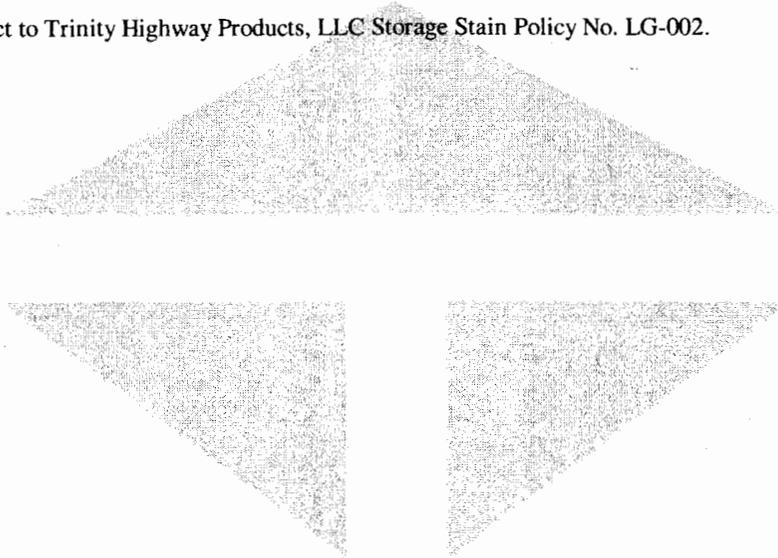
Acceptance and Delivery Info

This Quote is offered for your acceptance on or before 1/8/2016 with shipment release at the time of acceptance and delivery complete by 2/7/2016.

The prices shown are quoted F.O.B. Destination with freight Included.

Upon delivery, all materials subject to Trinity Highway Products, LLC Storage Stain Policy No. LG-002.

Steve Wright
Phone: 270-769-1839
Fax: 270-234-9433
steven.wright@trin.net



Quoted prices are subject to increase at the time of shipment resulting from material, freight or processing cost escalation. If the shipment is deferred beyond the quoted date (s) for any reason, quoted prices are subject to increase. Order acceptance contingent upon material availability, credit approval, and shipping space availability at the time of order placement. Any sales order(s) entered into by the Buyer and TRINITY HIGHWAY PRODUCTS, LLC ("Seller") will be governed by the specific terms and conditions set forth in a Purchase Order Acknowledgement ("POA") issued by Seller and accepted by Buyer. This Sales Quote therefore fully and expressly incorporates by reference all terms and conditions set forth in the POA accepted by Buyer, and these terms and conditions apply to and govern this Sales Quote in all respects.

Dec 24-15

To Tom Collins,

We have seven signages,
out of Eight. The renters
tried to reach the owner.

Where does that leave
us.

Mrs Linda L Marshall

No Parking during

School Activities

Thank you for your
time.

Santa Rosa County
Request for On-Street Parking Prohibition

We the undersigned here-by request that Ashwood Way be considered eligible for on-street parking prohibition in accordance with the Santa Rosa County Parking Prohibition Policy. Enforcement of parking restrictions is authorized by Florida Statutes which do not provide options or guidance for discretionary enforcement by law enforcement agencies. This petition is intended to address: ~~Parking on our street to keep streets~~

Linda L Marshall
Signature
Linda L Marshall
Printed Name
2416 Ashwood Way
Address
850 936-0548
Phone

Stefanie Durst
Signature
Stefanie Durst
Printed Name
2429 Ashwood Way
Address
850 450 8061
Phone

Kristin Terry
Signature
Kristin Terry
Printed Name
2423 Ashwood way
Address
850-313-4328
Phone

Michelle Massey
Signature
Michelle Massey
Printed Name
2410 Ashwood Way
Address
850-368-9500
Phone

Brenda Dean
Signature
Brenda Dean
Printed Name
2411 Ashwood Way
Address
850-936-1535
Phone

Rita H. Von Bon
Signature
Rita H. Von Bon
Printed Name
2417 Ashwood Way
Address
Navarre, FL 352566
Phone

Steven Kefauver
Signature
Steven Kefauver
Printed Name
2428 Ashwood way
Address
Navarre FL 32566
Phone 375-1367

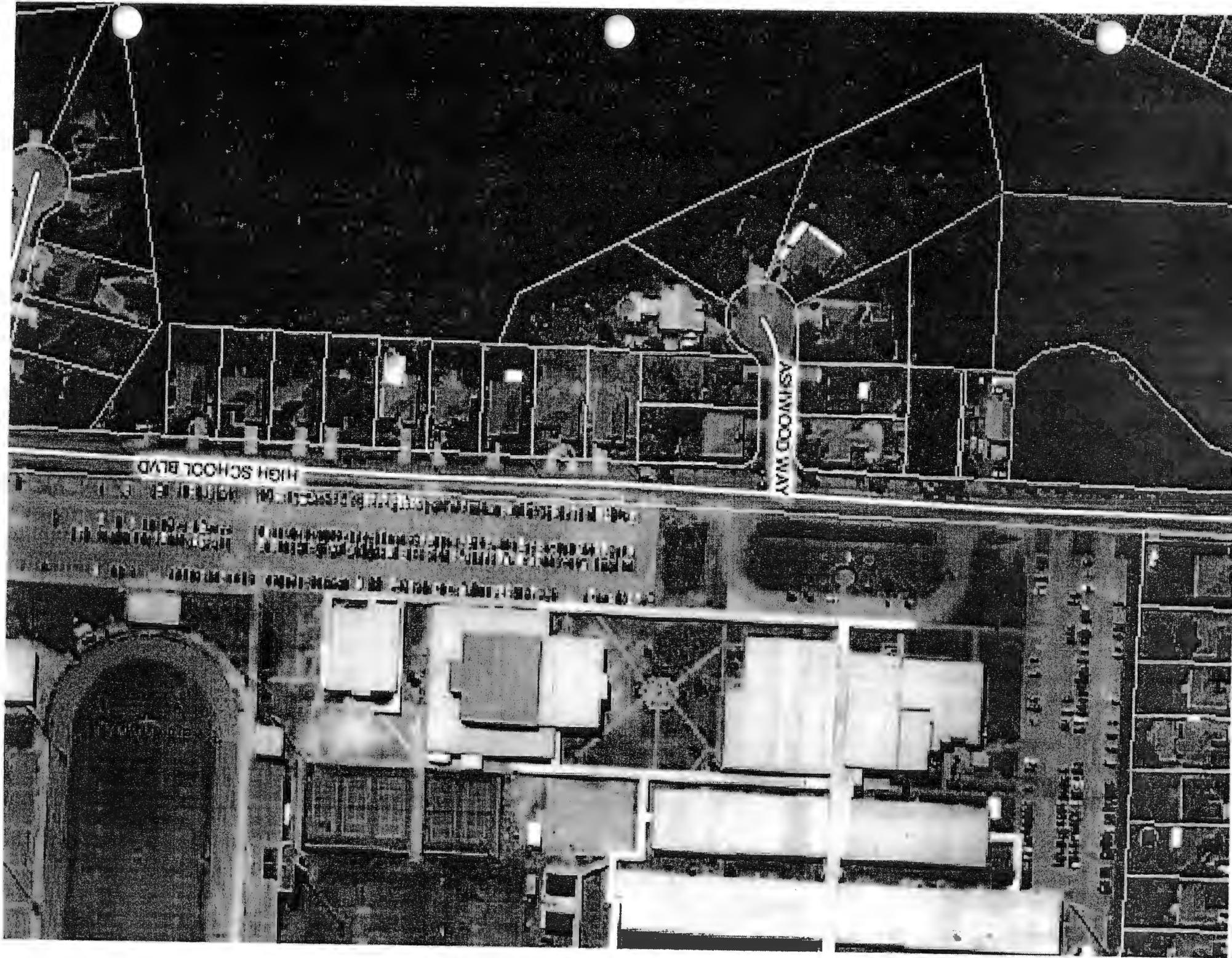
Signature

Printed Name

Address

Phone

000





Budget & Financial Management Committee

Chaired by:

Rob Williamson & Bob Cole

Meeting:

January 11, 2016, 9:00 a.m.

AGENDA

Bid Actions:

1. Discussion of bids received for the advertisement of the delinquent tax lists. Low bidder meeting specifications if the Santa Rosa Press Gazette with a bid or 10cents per line. To be paid from the General Fund.

Budget:

2. Discussion of FY2017 budget calendar.
3. **Budget amendment 2016 – 073** in the amount of **\$1,282,125** to carry forward the balance of ICP (Intergovernmental Radio Communications Program) funds and places in ICP reserves.
4. **Budget amendment 2016 – 074** in the amount of **\$2,357,038** to carry forward funds for the construction of Central Landfill's phase IV, Cell C, class 1 municipal solid waste disposal cell as approved at the September 10, 2015 meeting.
5. **Budget amendment 2016 – 075** in the amount of **\$152,743** to carry forward funds in the Grants Fund for the purchase of WebEOC software from ESI Acquisitions as approved at the December 10, 2015 meeting. State homeland security grant will reimburse 100% of the purchase.
6. **Budget amendment 2016 – 076** in the amount of **\$7,642** to purchase a football scoreboard for the Navarre Sportsplex from District IV rec funds. The Navarre Youth Sports Association will reimburse the county \$5,250 from funds received from Buffalo Rock Pepsi.
7. **Budget amendment 2016 – 077** in the amount of **\$195,923** to carry forward funds for the design and construction to relocate Central Landfill's scale house and commercial scale, and reconfiguration of entrance roadway and utilities in preparation of upcoming cell construction (\$179,000) and design of stormwater revision south of Cell B (\$16,923) as approved at the December 10, 2015 meeting.
8. **Budget amendment 2016 – 078** in the amount of **\$23,366** to carry forward funds to purchase a Dell PowerEdge server necessary to increase 911 data storage and maintain redundancy.
9. **Budget amendment 2016 – 079** in the amount of **\$1,577** to carry forward additional state grant funds and allocate for expenditure for the state trapper's program in the Mosquito Control – State Match Fund.
10. **Budget amendment 2016 – 080** in the amount of **\$11,700** to recognize the FY2015 CERT (\$5,720) and Citizens Corp (\$5,980) grants and allocate for expenditure.
11. **Budget amendment 2016 – 081** in the amount of **\$34,590** to purchase and install pour-in-place safety surfacing for Holley Ball Park from District IV Rec Funds.

12. **Budget amendment 2016 – 082** in the amount of **\$1,469,817** recognizing NRDA Grant for the construction of a snorkeling reef and off-shore reefs as approved at the December 2015 meeting.
13. **Budget amendment 2016 – 083** in the amount of **\$33,946** to carry forward unspent funds from FY15 to purchase VMware software to manage servers at the admin and emergency management buildings.
14. **Budget amendment 2016 – 084** in the amount of **\$ 32,402** to transfer funds from the Capital Fund to the General Fund for the purchase of two (2) Z TRAC 997 diesel mowers for the Parks Department as approved at the November meeting.
15. **Budget amendment 2016 – 085** in the amount of **\$ 363,371** to transfer funds from the Capital Fund to the General Fund for the capital and equipment replacement request included in the FY2015-16 budget process as approved at the December meeting.

County Expenditure / Check Register:

16. Discussion of county check register.

1

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	10 cents per line
B. Gulf Breeze News	13.9 cents per line
C. Navarre Press	35 cents per line

BID OPENING
December 15, 2015
Milton, Florida

Present: Procurement Officer. The meeting took place at 10:00 a.m.

The purpose of the meeting was to receive bids for the advertisement of the delinquent tax lists. Bids were received from the following:

Advertisement of Delinquent Tax Lists:

- | | |
|---------------------|---------------------|
| 1. Press Gazette | 10 cents per line |
| 2. Gulf Breeze News | 13.9 cents per line |
| 3. Navarre Press | 35 cents per line |

December 15, 2015

MEMORANDUM

TO: Company Addressed
FROM: Santa Rosa County Procurement Department
SUBJECT: Advertisement of Delinquent Tax Lists

In response to this request for bids for printing the real property delinquent tax list once a week for three (3) weeks and the personal property tax list for one (1) week for the tax year 2015, I submit the following:

Cost per line per run in 6 point type 10-cents

Advertisements for the real property delinquent tax list shall run once a week for three (3) weeks and the personal property delinquent tax list shall run for one (1) week and shall be printed in 5 columns, in 6 point type and must comply with Florida Statute, Department of Revenue regulations and requirements of the Santa Rosa County Tax Collector. Each bidder should contact Amy Brinkerhoff with the Santa Rosa County Tax Collector's Office at (850) 983-1800, prior to submission of bid to assure that such bidder is aware of all relevant requirements, including the definition of "line". One Hundred (100) copies of the advertisement shall be given to the Tax Collector's Office for distribution.

The last advertisement for delinquent real property taxes must run no later than May 28, 2016. Advertisements must run in at least 2000 issues of each publication run.

The advertisement for delinquent personal property taxes must run no later than May 28, 2016.

All bidders must be legally qualified to advertise delinquent tax lists pursuant to Florida Law.

It is estimated, but not guaranteed, that each real property delinquent tax list shall consist of approximately 29,000, lines and that the personal property delinquent tax list shall consist of approximately 1,300 lines.

All bids must be original and delivered by hand, Fed Ex, or mail to the Santa Rosa County Procurement Department at 6495 Caroline Street Suite G, Milton, Florida, 32570; and must be received by 10:00 a.m. local time December 15, 2015, at which time bids will be opened and read aloud. Bids received after the time set for the bid opening will be rejected and returned unopened to the bidder. All interested parties are invited to attend.

Bids are to be sealed and plainly labeled "BID - DELINQUENT TAX LISTS."

SANTA ROSA PRESS GAZETTE
Name of Newspaper

December 10, 2015

MEMORANDUM

TO: Santa Rosa County Procurement Department
FROM: Lisa Newell, Gulf Breeze News
SUBJECT: Advertisement of Delinquent Tax Lists

In response to this request for bids for printing the real property delinquent tax list once a week for three (3) weeks and the personal property tax list for one (1) week for the tax year 2015, I submit the following:

Cost per line per run in 6 point type .139 cents

Advertisements for the real property delinquent tax list shall run once a week for three (3) weeks and the personal property delinquent tax list shall run for one (1) week and shall be printed in 5 columns, in 6 point type and must comply with Florida Statute, Department of Revenue regulations and requirements of the Santa Rosa County Tax Collector. Each bidder should contact Amy Brinkerhoff with the Santa Rosa County Tax Collector's Office at (850) 983-1800, prior to submission of bid to assure that such bidder is aware of all relevant requirements, including the definition of "line". One Hundred (100) copies of the advertisement shall be given to the Tax Collector's Office for distribution.

The last advertisement for delinquent real property taxes must run no later than May 28, 2016. Advertisements must run in at least 2000 issues of each publication run.

The advertisement for delinquent personal property taxes must run no later than May 28, 2016.

All bidders must be legally qualified to advertise delinquent tax lists pursuant to Florida Law.

It is estimated, but not guaranteed, that each real property delinquent tax list shall consist of approximately 29,000, lines and that the personal property delinquent tax list shall consist of approximately 1,300 lines.

All bids must be original and delivered by hand, Fed Ex, or mail to the Santa Rosa County Procurement Department at 6495 Caroline Street Suite G, Milton, Florida, 32570; and must be received by 10:00 a.m. local time December 15, 2015, at which time bids will be opened and read aloud. Bids received after the time set for the bid opening will be rejected and returned unopened to the bidder. All interested parties are invited to attend.

Bids are to be sealed and plainly labeled "BID – DELINQUENT TAX LISTS."

Lisa Newell
Gulf Breeze News

December 15, 2015

MEMORANDUM

TO: Company Addressed
FROM: Santa Rosa County Procurement Department
SUBJECT: Advertisement of Delinquent Tax Lists

In response to this request for bids for printing the real property delinquent tax list once a week for three (3) weeks and the personal property tax list for one (1) week for the tax year 2015, I submit the following:

Cost per line per run in 6 point type 0.35

Advertisements for the real property delinquent tax list shall run once a week for three (3) weeks and the personal property delinquent tax list shall run for one (1) week and shall be printed in 5 columns, in 6 point type and must comply with Florida Statute, Department of Revenue regulations and requirements of the Santa Rosa County Tax Collector. Each bidder should contact Amy Brinkerhoff with the Santa Rosa County Tax Collector's Office at (850) 983-1800, prior to submission of bid to assure that such bidder is aware of all relevant requirements, including the definition of "line". One Hundred (100) copies of the advertisement shall be given to the Tax Collector's Office for distribution.

The last advertisement for delinquent real property taxes must run no later than May 28, 2016. Advertisements must run in at least 2000 issues of each publication run.

The advertisement for delinquent personal property taxes must run no later than May 28, 2016.

All bidders must be legally qualified to advertise delinquent tax lists pursuant to Florida Law.

It is estimated, but not guaranteed, that each real property delinquent tax list shall consist of approximately 29,000, lines and that the personal property delinquent tax list shall consist of approximately 1,300 lines.

All bids must be original and delivered by hand, Fed Ex, or mail to the Santa Rosa County Procurement Department at 6495 Caroline Street Suite G, Milton, Florida, 32570; and must be received by 10:00 a.m. local time December 15, 2015, at which time bids will be opened and read aloud. Bids received after the time set for the bid opening will be rejected and returned unopened to the bidder. All interested parties are invited to attend.

Bids are to be sealed and plainly labeled "BID – DELINQUENT TAX LISTS."

Navarre Press
Name of Newspaper

The Board of County Commissioners reserves the right to waive irregularities in bids, to reject any or all bids with or without cause, and to award the bid that it determines to be in the best interest of Santa Rosa County.

Navarre Press
Name of Newspaper

S. Kemp
Representative's Signature

7502 Harvest Village Ct.
Address

850-939-8040
Telephone Number

**NOTICE TO BIDDERS
ADVERTISEMENT OF DELINQUENT TAXES**

Notice is hereby given that the Board of County Commissioners of Santa Rosa County, Florida, will receive sealed bids for the advertisement of delinquent taxes.

Advertisements for the real property delinquent tax list shall run once a week for three (3) weeks and the personal property delinquent tax list shall run for one (1) week and shall be printed in 5 columns, in 6 point type and must comply with Florida Statute, Department of Revenue regulations and requirements of the Santa Rosa County Tax Collector. Each bidder should contact Amy Brinkerhoff with the Santa Rosa County Tax Collector's Office at (850) 983-1800, prior to submission of bid to assure that such bidder is aware of all relevant requirements, including the definition of "line". One Hundred (100) copies of the advertisement shall be given to the Tax Collector's Office for distribution.

The last advertisement for delinquent real property taxes must run no later than May 28, 2016. Advertisements must run in at least 2000 issues of each publication run.

The advertisement for delinquent personal property taxes must run no later than May 28, 2016

All bidders must be legally qualified to advertise delinquent tax lists pursuant to Florida Law.

It is estimated but not guaranteed that each real property delinquent tax list shall consist of approximately 29,000 lines, and that the personal property delinquent tax list shall consist of approximately 1,300 lines.

All bids must be original and delivered by hand, Fed Ex, or mail to the Santa Rosa County Procurement Department at 6495 Caroline Street Suite G, Milton, FL 32570; and must be received by 10:00 a.m. local time, December 15, 2015, at which time bids will be opened and read aloud. Bids received after the time set for opening will be rejected and returned unopened to the bidder. All interested parties are invited to attend.

The Board of County Commissioners reserves the right to waive irregularities in bids, to reject any or all bids with or without cause, and to award the bid that it determines to be in the best interest of Santa Rosa County.

Santa Rosa County Board of County Commissioners encourages all segments of the business community to participate in its procurement opportunities, including small businesses, minority/women owned businesses, and disadvantaged business enterprises. The Board does not discriminate on the basis of race, color, religion, national origin, disability, sex, or age in the administration of contracts.

By order of the Board of County Commissioners of Santa Rosa County, Florida

LEGAL NOTICE

One issue – November 21, 2015 - Press Gazette, November 26, 2015 - Navarre Press, and November 26, 2015 - Gulf Breeze News; November 26, 2015 – South Santa Rosa News

Bill and proof to Santa Rosa County Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida, 32570, Attn.: Orrin L. Smith.

FY 2016/2017 BUDGET CALENDAR

February 1

Budget packets to departments

March 1 – April 14

Budget Office provides technical assistance in preparing budget submittals

April 15

All budgets, BCC departments, cities, state, & non-profit agencies, due to OMB

April 18 – 29

BCC departmental budget reviews with county administrator and budget director

May 2

Constitutional officers' budget requests due to budget office

May 9 – 13

Meetings with constitutional officers to review requested budgets

June 1

Property appraiser provides estimate of total assessed value of non-exempt property

June 7 @ 1:30pm

Pre-budget workshop – all constitutional officers & BCC directors

June 26 – July 1

Property appraiser provides BCC with certificate of property value [F.S. 193.023(1); 200.065(11)]

July 15

County administrator presents tentative FY 2016-2017 budget to BCC

July 19 @ 9:00 am & 1:30 pm

Budget presentations to BCC:

Morning – All constitutional officers; Afternoon – BCC departments

August 2 (or before)

Notify property appraiser of (1) maximum millage rate, (2) rollback rate, and (3) date, time, place of first public hearing [F.S. 200.065(2)(b)]

August 22 (or before)

Property appraiser mails proposed property tax [F.S. 200.069]

August 23, Tuesday @ 6:00 pm

Public hearing on MSBUs

September 6, Tuesday @ 6:00 pm

First public hearing on tentative FY 2016-2017 budget [F.S. 200.065(2)(c)]

September 9 – 11

Budget ad in newspapers [F.S. 129.03(3)(b); 200.065(2)(d), (3)(1)]

September 20, Tuesday @ 6:00 pm

Final public hearing on proposed FY 2016-2017 budget [F.S. 200.065(4)]

September 21, Wednesday

Submit resolutions adopting millage and budget to tax collector, property appraiser, and Department of Revenue [F.S. 200.065(4)]

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 9, 2015

FROM: **Emergency Communications**
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 – 3990003	ICP - Cash Carried Forward	\$ 1,282,125
To:	9001 – 5990013	ICP – Reserves	\$ 1,282,125

State reason for this request:

Carries forward balance of ICP funds and places into ICP Reserve account.

Requested by Deb Grinde/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-073**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***14th*** day Of ***January, 2016.***

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 9, 2015

FROM: **Landfill Enterprise 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:	411 – 3990001	Cash Carry Forward	\$ 2,357,038
To:	2400 – 563001	Improvements	\$ 2,357,038

State reason for this request:

Carries forward funds for the construction of Central Landfill Phase IV, Cell C, Class 1 Municipal Solid Waste Disposal Cell as approved at the September 10, 2015 meeting.

Requested by Ron Hixson/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-074**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***14th*** day Of ***January***, 2016.

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 16, 2015

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 – 3990001	Cash Carried Forward	\$ 152,743
To:	3403 – 5340051	Homeland Security	\$ 152,743

State reason for this request:

To carry forward funds for the purchase of WebEOC software from ESI Acquisitions as approved at the December 10, 2015 meeting. State Homeland Security Grant will reimburse 100% of the purchase.

Requested by Deb Grinde/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-075**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 14th day Of January, 2016.

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 22, 2015

FROM: **District 4 Rec 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 314:	2324 – 599001	Reserve for Contingencies	(\$ 7,642)
	2324 – 5910001	To General Fund	\$ 7,642
Fund 001:	001 – 3810003	From District 4 Rec Fund	\$ 7,642
	2600 – 564001	Machinery & Equipment	\$ 7,642

State reason for this request:

Transfer of funds from District 4 Rec Fund to the Parks Department in the General Fund to purchase a football scoreboard from Varsity Scoreboards for the Navarre Sportsplex; Navarre Youth Sports Association will reimburse the county \$5,250 from funds received from Buffalo Rock/Pepsi after the first of the year.

Requested by: Tammy Simmons/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2016-076

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 14th day of January, 2016.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS



**SANTA ROSA COUNTY
BOARD OF COMMISSIONERS
Administrative Services/Parks Operations**



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

Santa Rosa Public Works Offices
6075 Old Bagdad Highway
Milton, FL 32583

Hunter Walker, County Administrator
Roy V. Andrews, County Attorney
Jayne N. Bell, OMB Director

MEMORANDUM

DATE: December 21, 2015
TO: STEPHEN FURMAN, PUBLIC WORKS DIRECTOR
FROM: TAMMY C. SIMMONS, ADMINISTRATIVE SERVICES MANAGER
RE: NAVARRE SPORTS COMPLEX – FOOTBALL SCOREBOARD

Recommend budget amendment in the amount of \$7,641.87 from District 4 recreation funds to purchase football scoreboard from Varsity Scoreboards for the Navarre Sportsplex; Navarre Youth Sports Association will reimburse the county \$5,250 from funds they received from Buffalo Rock/Pepsi after the first of the year.

If you have questions, or need additional information, please contact me.



**SAVE 33% OR MORE
BUYING DIRECT!**

106 Max Hurt Drive
Murray, Kentucky 42071
www.varsityscoreboards.com

TOLL-FREE: **866-575-0577**
FAX: **270-759-0004**

Quotation

Date: 12/17/2015
Quote Number: 87053-3
Prepared By: Charlene Knight
Notes: Discount ends January 30th, 2015

Customer: NAVARRE YOUTH SPORTS ASSOCIATION
Address: NAVARRE FL 32566
Phone: 8504206828
Fax:
Email: d_thomas@bellsouth.net
Contact: DAREN THOMAS

Model	Description	Qty	Unit Price	Ext. Price
VSBX-716R	FOOTBALL 6' X 16'	1	\$5,295.00	\$5,295.00
BLACK	POWDER COAT BLACK	1	\$0.00	\$0.00
White Letter Color	White Letters on Scoreboard	1	\$0.00	\$0.00
White Trim	White Scoreboard Trim	1	\$0.00	\$0.00
VSBX-WC2.4ARTNP	LCD WIRELESS NEW PLATFORM 1TX 1RX	1	\$745.00	\$745.00
VSBX-PWRPK4000	INTERNAL BATTERY PACK	1	\$95.00	\$95.00
VSBX-HRN1	OUTDOOR HORN KIT	1	\$425.00	\$425.00
VSBX-PN16	SPONSOR PANEL 21"X16' OD	1	\$525.00	\$525.00
WHITE SPONSOR PANEL COLOR	WHITE SPONSOR PANEL COLOR	1	\$0.00	\$0.00
Shipping Discount - \$250	Shipping Discount - \$250	1	(\$250.00)	(\$250.00)
Subtotal:				\$6,835.00
Total:				\$6,835.00

Shipping:	\$806.87
Sales Tax:	\$0.00
Quote Total:	\$7,641.87

Thank you for the opportunity to quote on your project! If you have any questions concerning this quotation or if there is anything else I can do for you, please give me a call.

Sincerely,

Charlene Knight



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, 2015

FROM: **Landfill Enterprise 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:	411 – 3990001	Cash Carry Forward	\$ 195,923
To:	2400 – 563001	Improvements	\$ 195,923

State reason for this request:

Carries forward funds for the design and construction documents for relocation of scalehouse, commercial scale, reconfiguration of roadway and utilities regarding entrance to Central Landfill in preparation of upcoming cell construction (\$179,000) and for the design of stormwater revisions south of Cell B (\$16,923) as approved at the December 10, 2015 meeting.

Requested by Ron Hixson/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-077**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 14th day Of January, 2016.

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 30, 2015

FROM: **Emergency Management**
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:	105 – 3390001	Cash Carried Forward	\$ 23,366
To:	3420 – 564001	Machinery & Equipment - 911	\$ 23,366

State reason for this request:

To carry forward funds to purchase a Dell PowerEdge Server necessary to increase 911 data storage and maintain redundancy.

Requested by Brad Baker/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2016-078

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 14th day Of January, 2016.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Deb Grinde
Sent: Wednesday, December 30, 2015 10:16 AM
To: Jayne Bell
Subject: Budget Amendment - Dell Server
Attachments: 911 BA2016 Dell Server.doc

Good morning!

I have attached a budget amendment prepared for meeting to be held on January 14, 2016. We have a recommendation that will be included on the agenda for that day to purchase the server. If you could include this, I would appreciate it!

Thanks for your help, Deb

Debra A. Grinde
Emergency Management
(850) 983-5356
debg@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 30, 2015

FROM: **Mosquito Control – State Match**
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:	103 – 3990001	Cash Carried Forward	\$ 1,577
TO:	2421 – 534001	Other Contract Services	\$ 1,577

State reason for this request:

To carry forward additional state grant funds and allocating for expenditure for the state trapper's program in the Mosquito Control – State Match Fund.

Requested by Tonya Toomey/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-079**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 14th day Of January, 2016.

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, 2015

FROM: **Grant 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 – 33120061	CERT Grant	\$ 5,720
	104 – 33120062	Citizen Corp Grant	\$ 5,980
To:	6420 – 5520029	Operating Supplies - Citizen Corp	\$ 5,980
	6420 – 5520030	Operating Supplies - CERT	\$ 5,720

State reason for this request:

Recognizes the FY2015 Citizen Corp (\$5,980) and CERT (\$5,720) Grants and allocates for expenditure.

Requested by Brad Baker/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-080**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 14th day Of January, 2016.

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: January 4, 2016

FROM: **District 4 Rec 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 314:	2324 – 599001	Reserve for Contingencies	(\$ 34,590)
	2324 – 5910001	To General Fund	\$ 34,590
Fund 001:	001 – 3810003	From District 4 Rec Fund	\$ 34,590
	2600 – 563001	Other Improvements	\$ 34,590

State reason for this request:

Transfer of funds from District 4 Rec Fund to the Parks Department in the General Fund to purchase and install Pour In Place (PIP) safety surfacing for Holley Ball Park.

Requested by: Tammy Simmons/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-081**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 14th day of January, 2016.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS



SANTA ROSA COUNTY
BOARD OF COMMISSIONERS
Administrative Services/Parks Operations



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

Santa Rosa Public Works Offices
6075 Old Bagdad Highway
Milton, FL 32583

Hunter Walker, County Administrator
Roy V. Andrews, County Attorney
Jayne N. Bell, OMB Director

MEMORANDUM

DATE: December 16, 2015
TO: STEPHEN FURMAN, PUBLIC WORKS DIRECTOR
FROM: TAMMY C. SIMMONS, ADMINISTRATIVE SERVICES MANAGER
RE: HOLLEY BALL PARK – POUR IN PLACE (PIP) SAFETY SURFACING

Recommend the Board of County Commissioners authorize the purchase of PIP for the Holley Ball Park from J. A. Dawson & Company in the amount of \$34,589.75 utilizing U.S. Communities pricing; which complies with the State of Florida purchasing authority and Federal GSA contracts; which complies with Santa Rosa County's purchasing ordinance. J. A. Dawson is the company that was approved by the Board of County Commissioners on November 12, 2015 to purchase and install the playground at Holley Ball Park.

Further recommend budget amendment in the amount of \$34,589.75 to purchase PIP to include shipping and installation.

If you have questions, or need additional information, please contact me.

J.A. Dawson

& Company

Your Total Recreation Resource

P.O. Box 1178
Pelham, AL 35124
P:205.663.5058 F:205.663.5012
www.jadawsonco.com

QUOTE
#61804

12/10/2015

Holley Ball Park RFP - Option 2_PIP A4

Santa Rosa County Parks and Recreation

Attn: Tammy Simmons
6075 Old Bagdad Highway
Milton, FL 32570
Phone: 850-983-1858
Fax: 850-983-1861
tammys@santarosa.fl.gov

Ship To Zip: 32566

Quantity	Part #	Description	Unit Price	Amount
1885	PIP	Other Manufacturer - sq ft of Poured in Place Rubber Safety Surfacing - Installed - 3.5" depth for 8' fall height, standard colors, 50/50 color/black mix, includes 8.5" compacted crushed stone sub-base. Includes 73 linear feet turn down into EWF.	\$18.35	\$34,589.75

Contract: USC

SubTotal: \$34,589.75
Total Amount: \$34,589.75

Acceptance of quotation:

Accepted By (printed): _____ Signature: _____
P.O. No: _____ Purchase Amount: **\$34,589.75**
Date: _____ Title: _____
Phone: _____ Facsimilie: _____

Order Information:

Bill To: _____ Contact: _____
Address: _____ Tel: _____
City, State, Zip: _____

Ship To: _____ Contact: _____
Address: _____ Tel: _____
City, State, Zip: _____

FIN# (FEDERAL IDENTIFICATION NUMBER) _____

SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

Holley Ball Park RFP - Option 2_PIP A4

QUOTE #61804

12/10/2015

TERMS AND CONDITIONS OF SALE Required for Complete Order: Purchase Order or signed quote, 50% down and 50% net 30 after delivery or installation with credit approval or 100% payment with order, complete billing & shipping address w/ contact names and phone numbers, and color selections. Contractors provide fully executed bid/performance/payments bonds as applicable. Pricing: f.o.b. factory, firm for 30 days from date of quotation. Acceptance of this Transaction: constitutes entire agreement between buyer and seller. Failure to pay when agreed is basis for legal action to be taken. Buyer agrees to pay all legal costs for collection and reasonable attorney fees, and hereby waives rights of exemption as to personal property under the laws of the state of Alabama or any other state. In connection with this transaction, a finance charge will be imposed on the past due balance at an annual percentage rate of 18%, or 1-1/2% per month. Delivery Schedule: Upon written notification of order (with or without installation services) delivery will be made in appx. 45-60 days. Customer has 10 days after ordering to make request to delay ship date if site will not be ready. All efforts will be made to accommodate requests, but no change is guaranteed. Freight carrier is instructed to call 24 hours in advance to arrange delivery. Returned Goods: Returned goods are subject for a restocking fee of 30% in addition to both the outbound and inbound freight charges. Goods must be packaged to protect against damage in transit in accordance with best commercial practices. Labor and material costs to make returned goods merchantable will be deducted from any credit. Returned goods will not be accepted without an authorization number (RGA) assigned by J.A. Dawson & Co., Inc. To be eligible for credit, returned good must be received at manufacturer within 45 days of issuance of a returned goods authorization number. Unloading: Unless unloading service is contracted, unloading of delivery truck is responsibility of customer. Forklift may be required. If unloading, customer is responsible for accepting and noting any damages or shortages on the freight bill and inspecting/inventorying equipment upon receipt. Customer must notify our office immediately of any discrepancies. Freight carrier is instructed to call your designated contact 24 hours in advance to arrange delivery. If job site is not prepared and ready for installation when equipment delivers, any pre-existing unloading agreement is voided and customer is responsible for truck unloading and equipment storage. Additionally Insured: Any entity or person named as additionally insured, add \$150.00 per each occurrence. TERMS AND CONDITIONS IF CONTRACTING INSTALLATION SERVICES Utilities: Customer is responsible for the location and marking of all underground utilities and sprinklers prior to installation. J.A. Dawson & Co., Inc. is not responsible for damages or repairs to any form of underground utility or sprinklers. Equipment Layout: To be as illustrated & accepted on submitted drawings. Any requested changes may result in additional charges. Site Conditions: Installation quotations are based on a prepared level surface (slope not to exceed 1/2" over 25'), and open truck access to the area. We require a 10' wide path into the site and unloaded equipment to be within 100'. Please notify estimator of site concerns to ensure proper quotation. If installation crew arrives and installation cannot be performed due to unprepared surface or inadequate access, an additional \$1,500.00 will be charged for return trip. Pier spoils from installation shall be spread at site. Site will be left rough grade. Upcharge of \$65.00 per hour per man plus necessary equipment rental will be added for installation in rock, concrete or existing asphalt. Removal of existing equipment, trees, etc. by others unless specifically contracted. Machinery Use: Installation requires the use of heavy machinery. All efforts are made to minimize damage to the site. It is recommended that all final landscaping, fencing, sidewalks, etc. be completed after installation of equipment and/or surfacing. J.A. Dawson & Co., Inc. is not responsible for damage to grass or other site features due to normal, necessary equipment use. Please notify estimator to discuss concerns prior to accepting quotation in case revisions are needed. Waste Disposal: Dumpster or approved dumping area must be provided for packaging and other waste during installation. J.A. Dawson & Co., Inc. is not responsible for removing waste from the property unless specifically contracted. Security: J.A. Dawson & Co., Inc. is pleased to supply & install your equipment in a timely, professional manner. Upon completion, the equipment is secured with tape to discourage play and allow concrete to dry for 72 hours. Premature play will cause equipment to become loose in the concrete footings. Customer is responsible for prohibiting access to equipment during this critical drying time. J.A. Dawson & Co., Inc. is not responsible for equipment that becomes loose in the concrete due to premature access or events beyond our control. If purchasing rubber safety surfacing, the 72 hour waiting period also applies. Premature access will leave imprints in rubber surfacing. Customer is responsible for security.

J.A. DAWSON & CO., INC.

DATE

CUSTOMER

DATE

Tammy Simmons

From: Melissa Isbell <misbell@jadawsonco.com>
Sent: Thursday, December 10, 2015 9:09 AM
To: Tammy Simmons
Cc: John Kilpatrick
Subject: Holly Ball Park PIP
Attachments: Quote_16695_20509.pdf; 02059-A4 Model (1).pdf; 02059-A4 Model (2).pdf

Tammy,

Attached is a new top view drawing showing how we can do the poured in place in certain areas to maximize ADA accessibility and keep the costs down. The PIP goes under the ramped unit up to the accessible slide and under the therapeutic rings. The PIP is also under the GT Stock Car and the Zero G Chairs.

Also attached is a drawing showing your swings with the Sky Runner and Xcelerator. It works out that the amount of EWF with the original design equals the EWF needed for the rest of the 2-5 area and the new 5-12 area with the swings.

Let us know if you have any questions or would like to make any changes.

Thank you,

Melissa Isbell, CPSI
Designer

Play design products. service

J.A. Dawson
& Company

misbell@jadawsonco.com

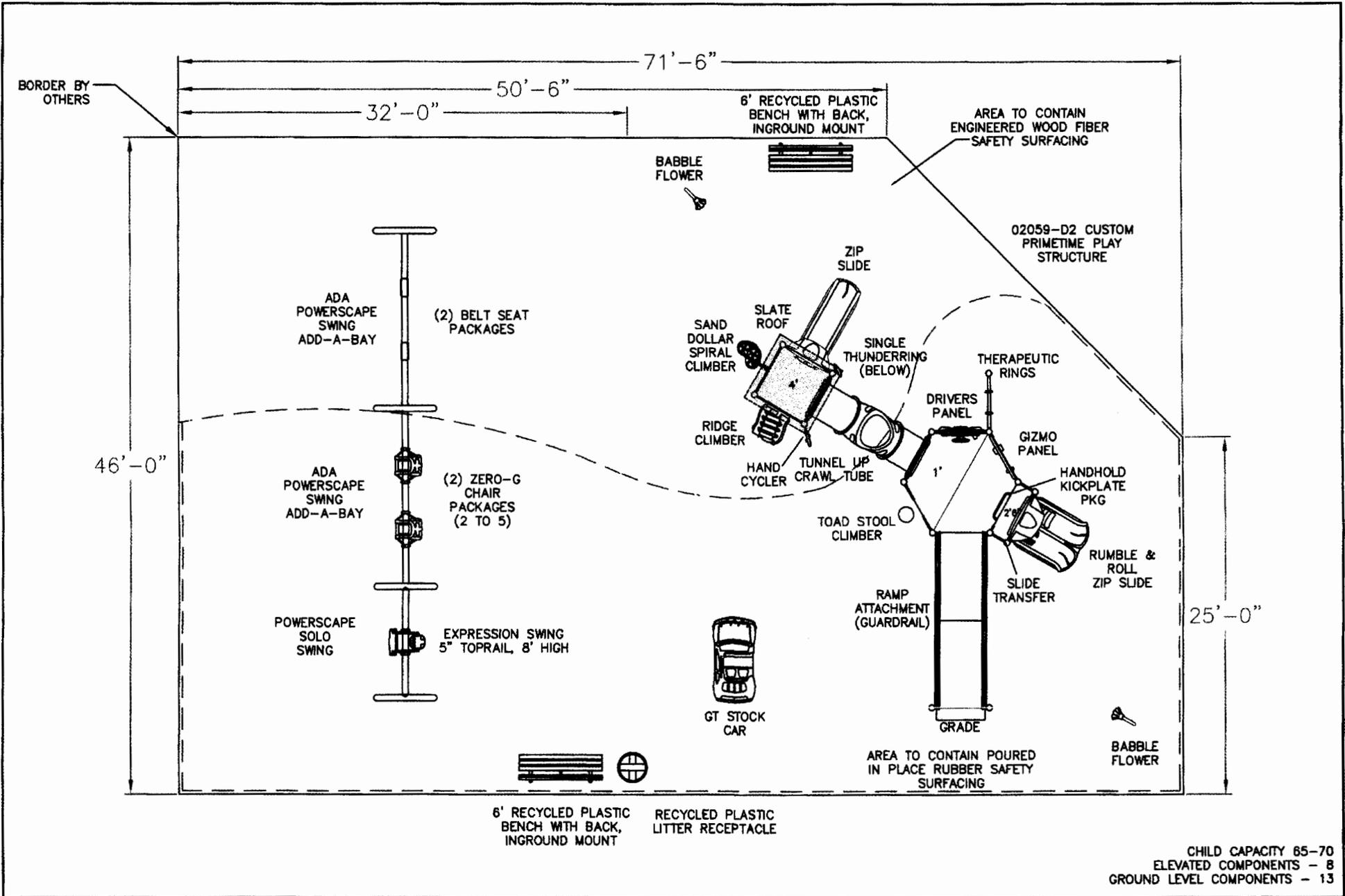
205.663.5058 - **1.800.221.8869**

J.A. Dawson & Co. www.jadawsonco.com

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[Expression Swing – See what you’ve been missing!](#)





CHILD CAPACITY 65-70
 ELEVATED COMPONENTS - 8
 GROUND LEVEL COMPONENTS - 13

J.A. Dawson & Company
 Your Total Recreation Resource

PO Box 1178
 Pelham, AL. 35124
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 800.221.8869
 f. 205683.5012
 www.jadawsonco.com

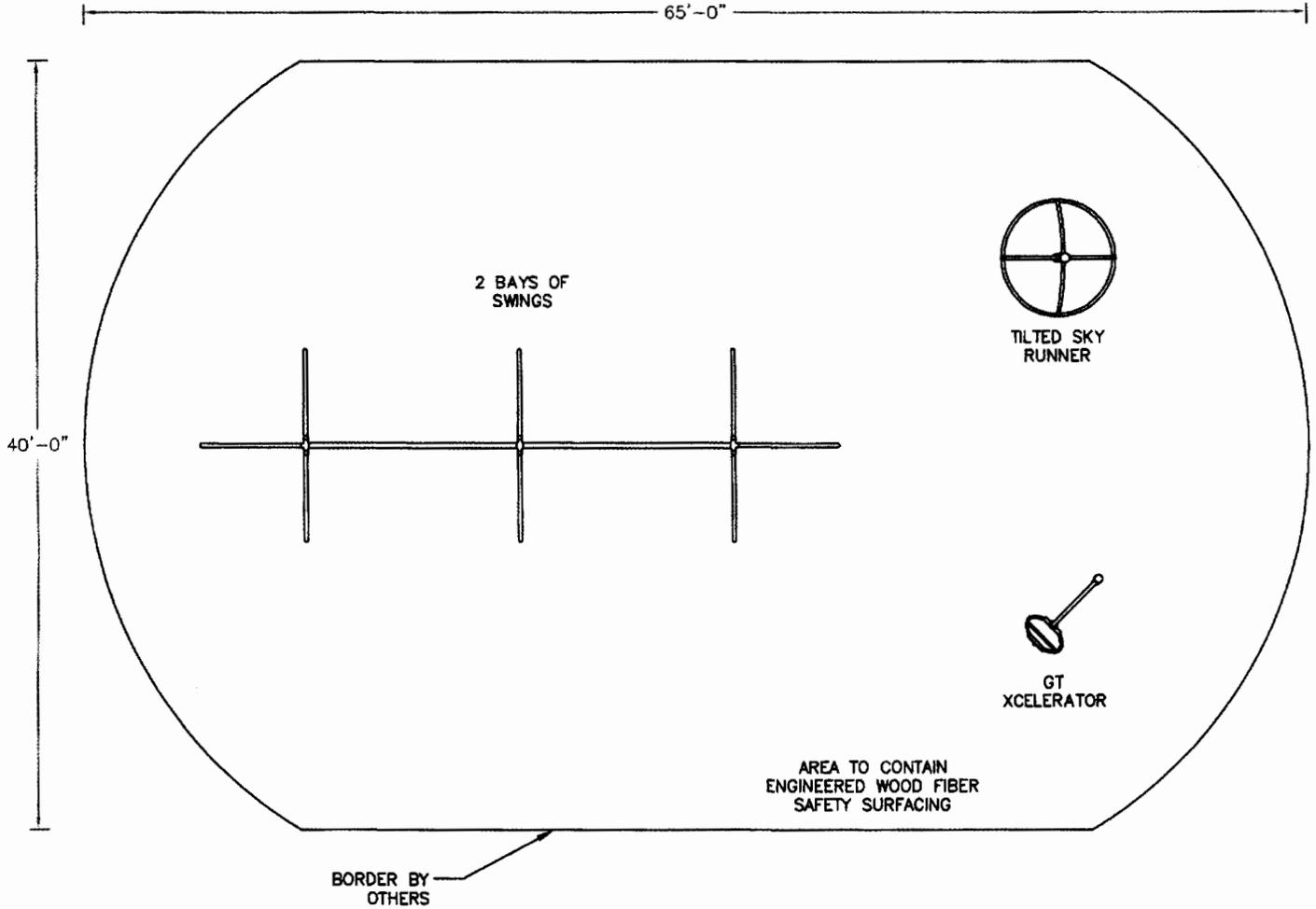
**Holley Ball Park
 Playground Option 2**
 Project Manager:
 John Kilpatrick

This play equipment is recommended for children ages
 2-5 and 5-12

Minimum Area Required:
 65' x 65'
 Scale: NTS
 This drawing can be scaled only when in an 8 1/2" x 11" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

Drawn By:
 M. Isbell
 Date:
 12.10.2015
 Drawing Name:
 02059-A4



J.A. Dawson
& Company

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PO Box 1178
Pelham, AL. 35124
205.663.5058
800.221.8869
f. 205.663.5012
www.jadawsonco.com

**Holley Ball Park
Playground 5-12 Area**

Project Manager:
John Kilpatrick

This play
equipment is
recommended
for children ages

5-12

Minimum Area Required:
40' x 65'

Scale: **NTS**

This drawing can be
scaled only when in
an 8 1/2" x 11" format

IMPORTANT: Soft resilient surfacing should be placed in the use zones of all equipment, as specified for each type of equipment, and at depths to meet the critical fall heights as specified by the U.S. consumer Product Safety Commission, ASTM standard F 1487 and Canadian Standard CAN/CSA-Z-614

Drawn By:
M. Isbell

Date:
12.10.2015

Drawing Name:
02059-A4

U.S. Communities

The Leading National Government Purchasing Cooperative

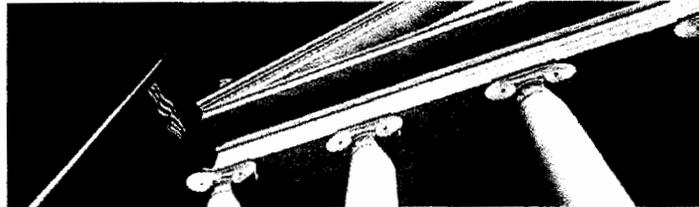
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BY SUPPLIER ([show all ->](#))

BY CATEGORY

- Facilities
- Office & School
- Specialty
- Technology



U.S. Communities is the leading national government cooperative purchasing program, providing procurement resources and solutions to local and state government agencies including:

- Cities
- Counties
- Towns
- States
- Special Districts
- Boroughs
- Villages
- Schools, Universities and Colleges

With U.S. Communities, agencies can utilize competitively solicited contracts to help save time and resources while still meeting state, local and federal purchasing requirements. All cooperative purchasing contracts from U.S. Communities have been competitively solicited by a lead public agency and meet our rigorous cooperative standards and supplier commitments. Each supplier commits to delivering their best overall government pricing so you can buy with confidence.

The program delivers savings in time and dollars:

- **No Cost to Participate:** there is no cost or fee to register, no commitments and no minimum orders.
- **Best Overall Supplier Government Pricing:** by combining the cooperative purchasing power of 90,000 public agencies, suppliers commit to provide their best overall government pricing.
- **Quality brands:** thousands of the best brands in a wide variety of categories, services and solutions.
- **Integrity and Experience:** U.S. Communities government purchasing cooperative is founded by 5 national sponsors and more than 70 state, city and regional organizations.
- **Oversight by Public Purchasing Professionals:** third party audits ensure program pricing commitments are met and our Advisory Board provides ongoing program leadership and direction.

View our full list of suppliers to start saving and then register to participate — it's quick, easy and completely free.

How to Get Started

1. **Register with U.S. Communities**
2. **Request Contact from 1 suppliers you would like purchase from.**
They will contact you to set up an account or connect your existing account to your U.S. Communities registration.
3. **Shop Online or Contact Supplier to begin purchasing.**

Save On

- Office Supplies
- Janitorial and Cleaning Supplies
- Office and Education Furniture
- Copiers, Printers and Office Machines
- Equipment Rental
- Temporary Staffing
- Maintenance, Hardware and Paint Supplies
- Technology Solutions, Software and Equipment
- Electrical and Lighting
- Safety and Emergency Preparedness
- Roofing
- Telecommunications
- Uniforms or Branded Clothing
- Park, Playground and P.E. Equipment
- Auto Parts
- Science and Lab Supplies

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Department of Management Services

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Purchasing Requirements

The Department has authorized the use of this U.S. Communities contract for purchases not in conflict with any existing state term contract(s). To the extent that products or services are available under state term contract, State agencies must document a contract exception per Rule 60A-1.044(3), F.A.C., before buying from the U.S. Communities contract.

Non-state agency eligible users may use this contract without additional paperwork from the Department; however, such users are responsible for determining whether their local laws require any additional steps.

Agencies need not submit PUR 7102 or otherwise obtain further Department approval before using this U.S. Communities contract.

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: January 6, 2016

FROM: **Grant 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 – 33470016	NRDA – Fishing Reef	\$ 1,469,817
To:	0794 – 53400171	NRDA – Fishing Reef	\$ 1,469,817

State reason for this request:

Recognizes NRDA Grant for the construction of a snorkeling reef and off-shore reefs as approved at the December 2015 meeting.

Requested by Sheila Fitzgerald/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-082**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this **14th** day Of **January, 2016**.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Fitzgerald
Sent: Tuesday, January 05, 2016 4:13 PM
To: Jayne Bell
Cc: Henry Brewton
Subject: Budget Amendment - NRDA Reef Grant

Jayne,

Please establish a budget amendment for the NRDA Reef project as follows.

104 – 33470016	NRDA-Fishing Reef	\$1,469,817
0794 – 53400171	NRDA-Fishing Reef	\$1,469,817

Recognizes NRDA Grant for the construction of a snorkeling reef and off-shore reefs as approved at the December 2015 meeting.

***Please note, my email address is now sheilaf@santarosa.fl.gov.

Sheila A. Fitzgerald, 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
sheilaf@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: January 6, 2016

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>
From:	001 – 399001	Balance Forward	\$ 33,946
To:	0120 – 568001	Intangible Assets	\$ 33,946

State reason for this request:

Carry forward unspent funds from FY15 to purchase VMware software to manage servers at the admin and emergency management buildings.

Requested by Aleta Floyd /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-083**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: ___ Hold: ___ Withdrawn: ___ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 14th day of January, 2016.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Henry Brewton

From: Aleta Floyd
Sent: Wednesday, January 06, 2016 4:39 PM
To: Jayne Bell; Henry Brewton
Subject: FW: VMware VSphere request for Monday's Agenda
Attachments: VmWareVSphereRequest.doc; 2001115013324-03 - Santa Rosa BOCC - VMware vSphere.pdf

Just a reminder a budget amendment for Monday's meeting is needed for unspent money last fy to cover the vmware purchase that was approved by the bocc last meeting.

Thank you!

From: Aleta Floyd
Sent: Wednesday, December 02, 2015 10:52 AM
To: Jayne Bell <JayneB@santarosa.fl.gov>; Hunter Walker <HunterW@santarosa.fl.gov>
Cc: Adrian Lowndes <AdrianL@santarosa.fl.gov>; Emily Spencer <emilys@santarosa.fl.gov>
Subject: VMware VSphere request for Monday's Agenda

Good Morning –

We are requesting to have the attached item to purchase the VMware software be added to Monday's agenda.

We had hoped to purchase this before the end of September but unforeseen events delayed the purchase.

The timing is actually better now since the company is having an EOY promotion which we save us approximately \$1200.

Adrian and I are available to answer any questions and explain how this is a very good move for SRC IT operations.

Thank you,

Aleta Floyd

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.



SANTA ROSA COUNTY BOARD OF COMMISSIONERS COMPUTER/GIS DEPARTMENT



GIS/ Mapping/Software/Web Support/Network/Hardware Support Team

Aleta Floyd, IT Director
Val Jarvis, GIS Supervisor
Adrian Lowndes, DB Adm/Network Supervisor
Katrina Penton, Corey Adkinson, Brandon Knuth, Elizabeth Brumfield

TO: Hunter Walker, Jayne Bell

FROM: Aleta Floyd

DATE: December 2, 2015

SUBJECT: VMware vSphere

We are requesting permission to purchase the VMware vSphere software that was planned for purchase last budget year. This is the leading server virtualization platform system software that will provide improved controls over server and SANS performance, capacity and configurations.

This software is needed to manage the County's Cisco UCS servers and EMC SANS infrastructure at both the County Admin Building and Emergency Management IT centers, thus requests for bids were requested based on comparable shopping. Recommend approval of the VMware VSphere Software from Presidio for \$33,945.75 as the lowest bidder, using the unspent funds from the 0120 fund for FY2015.

Thank you.

Attachment: VMware VSphere Quote

PRESIDIO™

QUOTE: 2001115013324-03

DATE: 11/20/2015

PAGE: 1 of 2

TO: Santa Rosa County Board of Commissioners
 Aleta Floyd
 6495 Caroline Street
 Suite L
 Milton, FL 32570

 AletaF@santarosa.fl.gov
 (p) 850-983-1841

FROM: Presidio Networked Solutions
 Susan Bacci
 8647 Baypine Road
 Building 1
 Suite 100
 Jacksonville, FL 32256

 sbacci@presidio.com
 (p) 407.641.0563

BILL TO: Santa Rosa County Board of Commissioners

 6495 Caroline Street
 Suite B
 Milton, FL 32570

SHIP TO: Santa Rosa County Computer/GIS Department

 6495 Caroline Street
 Suite L
 Milton, FL 32570

Customer#: SANTA009
Account Manager: Melissa Menard
Inside Sales Rep: Susan Bacci
Title: Santa Rosa BOCC - VMware vSphere
Comments: Promotional Pricing Valid until 12/26/2015

#	Part #	Description	Unit Price	Qty	Ext Price
1	VS6-OSTD-AK-C	VMware vSphere 6 with Operations Management Standard Acceleration Kit for 6 processors	\$7,258.53	2.00	\$14,517.06
2	VS6-OSTD-AK-P-SSS-C	Production Support/Subscription VMware vSphere with Operations Management Standard Acceleration Kit for 6 processors	\$4,155.75	2.00 for 12 mo(s)	\$8,311.50
3	VS6-OSTD-PRO	VMware vSphere 6 with Operations Management Standard for 1 processor Promo VMware vSphere with Operations Management. Standard SnS Required and Sold Separately.	\$950.44	4	\$3,801.76
4	VS6-OSTD-P-SSS-C	Production Support/Subscription VMware vSphere 6 with Operations Management Standard for 1 year Technical Support, 24 Hour Sev 1 Support -- 7 days a week.	\$468.68	4 for 12 mo(s)	\$1,874.72
5	VC-SRM6-25S-C	VMware vCenter Site Recovery Manager 6 Standard (25 VM Pack)	\$4,130.35	1.00	\$4,130.35
6	VC-SRM6-25S-P-SSS-C	Production Support/Subscription for VMware vCenter for Site Recovery Manager 6 Standard (25 VM Pack) for 1 Year	\$1,310.36	1.00 for 12 mo(s)	\$1,310.36

Sub Total:	\$33,945.75
Grand Total:	\$33,945.75

Quote valid for 30 days from date shown above. Prices may NOT include all applicable taxes and shipping charges. All prices subject to change without notice. Supply subject to availability.

This quotation subject to Presidio Standard Terms and Conditions as follows:

Credit: Net 30 Days (all credit terms subject to prior Presidio credit department approval)

The price included herein reflects a 3% discount for payment by cash, check or wire transfer. This discount will not apply in the event that customer pays using a credit card or debit card.

Client understands and agrees to its obligation, that applicable sales tax will apply to the quoted services on a by site location basis.

Delivery: FOB origin (FOB destination (CONUS) applicable to Federal Government Customers only) Orders shipped from a manufacturer to Presidio at customer request for warehousing, configuration, storage or otherwise, shall be deemed to have been shipped to customer FOB origin.

Changes to the above Terms and Conditions must be accepted in writing by Presidio Networked Solutions

Preprinted terms appearing on Customer Purchase Orders must be accepted in writing by Presidio Networked Solutions to be applicable.

Size Business: Large; CAGE Code: 0KD05; DUNS 15-405-0959; CEC: 15-506005G; Tax ID# 58-1667655

Product is warranted by the Manufacturer, not by Presidio Networked Solutions. Please consult Manufacturer for warranty terms.

Opened product is non-returnable. Unopened equipment is non-returnable after 30 days from shipment date. Presidio reserves the right to deny RMA requests in the event the Manufacturer will not provide for an authorized return. If integration of product is performed at a Presidio facility, transfer of ownership occurs as of inception of integration regardless of shipment terms as manufacturers will not accept return of open product.

Please inspect equipment thoroughly against packing list before opening.

Pricing for Professional Services are best-effort estimates only. Actual pricing will be finalized as part of a mutually-agreeable Statement of Work.

Import Clearance and Documentation - Customer shall be responsible for the Customs clearance process, where applicable, and for obtaining any and all required license and permits as well as satisfying any formalities required to import the Products into the Territory in accordance with all applicable laws and regulations, including but not limited to the payment of duties, taxes, surcharges, fees and any special assessments and take all other actions required in connection with the importation and Customs clearance of Products. Customer shall be responsible for ensuring documentation necessary for the import and Customs clearance process and recordkeeping meets all applicable laws and regulations.

Export Controls - (i) Customer shall comply with all applicable Export Control Laws, including but not limited to the U.S. Department of Commerce's Export Administration Regulations, in the performance of this Agreement and in the import, export, re-export, shipment, transfer, use, operation, maintenance, repair or disposal of Products and any related parts, components, accessories, know-how or technology. "Export Control Laws" means all export control, economic sanction and antiboycott laws and regulations of the United States and other jurisdictions, including but not limited to the U.S. Export Administration Regulations, the U.S. International Traffic in Arms Regulations and the U.S. Department of Treasury's economic sanctions regulations. (ii) Product and any related parts, components, accessories, know-how and technology must not be re-exported or transferred to restricted persons and sanctioned countries designated by the U.S. Government, including Cuba, Iran, North Korea, Sudan and Syria, unless authorized in advance by the Company and the U.S. Government. (iii) Customer acknowledge that transfers of Product and any related parts, components, accessories, know-how and technology may be subject to the terms and conditions of an export license, license exception or other authorization pursuant to Export Control Laws. Customer agree to comply fully with the terms of any licenses, license exceptions or authorizations and to provide Presidio Networked Solutions access to records needed to confirm such compliance upon request. (iv) Customer further acknowledges that certain Products may contain encryption and may be restricted for export, re-export, shipment or transfer to government end users in certain countries.

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature

Date

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: January 7, 2016

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	(\$ 32,402)
	9302 – 5910001	To General Fund	\$ 32,402
Fund 001:	001 – 3810023	From Capital Fund	\$ 32,402
	2600-564001	Machinery & Equipment	\$ 32,402

State reason for this request:

Transfer of funds from the Capital Fund to the General Fund for the purchase of two (2) Z TRAC 997 diesel mowers for the Parks Department from Smith Tractor Company, Inc. as approved at the November meeting.

Requested by: Tammy Simmons/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-084**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this **14th** day Of **January, 2016**.

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: January 7, 2016

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	(\$ 363,371)
	9302 – 5910001	To General Fund	\$ 363,371
Fund 001:	001 – 3810023	From Capital Fund	\$ 363,371
	Various	See Attached	

State reason for this request:

Transfer of funds from the Capital Fund to the General Fund for capital and equipment replacement requests as approved at the December meeting.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-085**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 11, 2016

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 14th day Of January, 201.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BA2016-085 (cont)

Fund	Dept.	<u>General Fund</u>		
001	0018	564001	Machinery & Equipment	\$2,500
	0200	564001	Machinery & Equipment	\$38,000
	0610	564001	Machinery & Equipment	\$36,700
	2300	564001	Machinery & Equipment	\$136,000
	2420	564001	Machinery & Equipment	\$41,871
	2500	564001	Machinery & Equipment	\$1,200
	2600	564001	Machinery & Equipment	\$30,000
	3100	564001	Machinery & Equipment	\$60,000
	3200	564001	Machinery & Equipment	\$3,500
	3300	564001	Machinery & Equipment	\$11,600
	3400	564001	Machinery & Equipment	\$2,000
			Total Expenditure	\$ 363,371

0018 – Economic Development
Upgrade CPU \$2,500

0200 – Engineering
GPS system \$38,000
(rover, base, collector, radio, license)

0610 – Libraries
5 copiers \$22,500
2 Adjustable Media Displays \$1,200
2 CD/DVD Display \$3,000
A/V materials for collection \$10,000
0610 Total \$36,700

2300 – Building Maintenance
¾ Ton Truck w/Service Body \$31,000
New Roof Milton Library \$65,000
New Roof Navarre Library \$40,000
\$136,000

2420 – Mosquito Control
Fence for containment area \$3,100
Concrete containment wall \$10,000
Plasma cutter \$2,500
Various per Andrew Hill \$26,271
2420 Total \$41,871

2500 – Animal Services
Laptop for ACO truck \$1,200

2600 – Parks
¾ ton truck \$30,000

3100 – Inspections
3 pickups \$60,000

3200 – Veterans' Services
Printer/copier \$3,500

3300 – Planning & Zoning
11" x 17" flatbed scanner \$5,000
Copier/scanner/printer \$6,600
3300 Total \$11,600

3400 – Emergency Management
ID Badge software \$2,000
3400 Total \$2,000

2100 – Road & Bridge
2 Tandem axle dump trucks \$300,000
6 Tractors \$350,000
Miscellaneous \$ 15,000
2100 Total \$665,000

2400 – Landfill
Horizontal grinder \$450,000
Tarp deployment machine \$40,000
Mechanic service truck \$45,000
Scale house upgrades \$10,000
Leachate sumps, pumps \$40,000
Trash fencing \$5,000
Floating dock \$4,000
2400 Total \$594,000

Landfill also included four capital projects:
LFG to CNG development \$850,000
Pave parking lot \$120,000
Commercial lane entrance \$80,000
\$1,050,000

No support documentation for this agenda item.