



# Santa Rosa County

## Board of County Commissioners

6495 Caroline Street, Suite M  
Milton, Florida 32570

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### COMMISSION REGULAR MEETING

Thursday, January 9, 2014 – 9:00 a.m.

Administrative Complex - Board Meeting Room

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**9:00 a.m. Call to Order – Chairman Jim Melvin**

Prayer – Pastor Mike Wiggins, Pine Terrace Baptist Church

Pledge of Allegiance

Approval of the Minutes of the December 3, 2013 and December 12, 2013 Special Meetings.

Approval of the Agenda

#### **Economic Development Committee – Salter & Melvin**

1. Recommend Memorandum of Understanding with University of West Florida Small Business Development Center supporting Certified Business Consultant to assist small and emerging businesses.
2. Recommend scheduling public hearing on amendment to Ordinance 2012-01 including an exemption for tangible personal property to economic development incentive ordinance for qualified businesses.
3. Recommend appointment of Phyllis Gonzalez as Public Assistance representative on the Workforce Escarosa, Inc. Board of Directors.
4. Discussion of scheduling interviews with following firms for Marketing/Advertising Services as recommended by the Tourist Development Council (TDC):
  - E.W. Bullock
  - Davis, South, Barnette, and Patrick Advertising
  - Emagination Unlimited
  - Sandpaper Marketing
  - Sullivan Branding

**Administrative Committee – Melvin & Salter**

1. Recommend Change Order No. Three (final) to contract with Roberson Excavation, Inc. deducting \$41,564.25 from contract with Roberson Excavation, Inc. for 2010 CDBG Neighborhood Revitalization grant for Navarre East CDBG sewer project.
2. Recommend Modification No. Four to contract with Florida Department of Economic Opportunity adjusting beneficiaries and activity of 2010 CDBG Neighborhood Revitalization grant for Navarre East sewer project.
3. Recommend lease with Harvest Village 5, LLC for office space for First Circuit Guardian Ad Litem Program in Navarre at net cost of \$300 per month.
4. Recommend agreement with Florida Department of Children and Families for ACCESS Florida Community Partner Network Agreement program.
5. Recommend acceptance of quit claim deed from Sigma Tax 1 GP for property formerly leased to Dorothy Slye d/b/a Sandy Bottoms and authorize soliciting proposals for management agreement for this building.
6. Recommend an amendment to the Land Development Code reducing the minimum requirement for large parcel subdivision exemption from 20 to 15 acres.
7. Recommend appointment of Doug Lasater to the Bagdad Architectural Advisory Board.
8. Recommend letter of support for West Florida Regional Planning Council application for FY2014 Brownfield Assessment Grant from U.S. Environmental Protection Agency (EPA).
9. Discussion of contract with West Florida Recycling Services for recycling services.
10. Recommend initiation of procurement for four (4) replacement copiers to be funded from capital reserve fund.
11. Recommend resolution supporting Leon County Commissioner Bryan Desloge for Second Vice-President of the National Association of Counties (NaCO).
12. Recommend allocation of \$1,500 from tree mitigation fund for Navarre Garden Club tree giveaway program on Arbor Day.
13. Meetings (unless otherwise noted the meetings below will be held in the Board room of the Santa Rosa County Administrative Center):

Law Library Board Meeting	January 13	12:00 p.m.
Santa Rosa County Courthouse, Room M9 in Modular Building		
RESTORE Council	January 13	3:00 p.m.

**Administrative Committee - continued**

Fire Department Executive Group	January 13	6:30 p.m.
Emergency Operations Center, 4499 Pine Forest Rd., Milton		
Tourist Development Council Board Meeting	January 15	3:00 p.m.
Santa Rosa Chamber of Commerce, 5247 Stewart St., Milton		
Aviation Advisory Committee	January 15	5:00 p.m.
Commission Committee .....	January 21.....	9:00 a.m.
Bagdad Architectural Advisory Board.....	January 22.....	8:30 a.m.
Public Services Conference Room, 6051 Old Bagdad Hwy., Milton		
Public Safety Coordinating Council.....	January 22...	11:30 a.m.
Sheriff's Dept. Training Room, 5755 E. Milton Rd.		
Parks and Recreation.....	January 22.....	5:30 p.m.
Commission Regular.....	January 23.....	9:00 a.m.
Local Mitigation Strategy Meeting.....	January 23.....	1:30 p.m.
Public Services Conference Room, 6051 Old Bagdad Hwy., Milton		
Commission Special – Rezoning Meeting.....	January 23.....	6:00 p.m.

**Engineer's Report**

1. Discussion of proposals received for engineering services for Settlers Colony HMGP drainage project.
2. Recommend Change Order No. 1 reducing the contract with Roads, Inc. by \$15,366.20 for the Berryhill Road realignment project.
3. Recommend Paved Road and Drainage Maintenance for Willow Glen Phase 2A, a 23 lot subdivision in Working District Three including:
  - Glen Brook Court 400 LF±
  - Shady Glen Court 400 LF±

**Public Services Committee – Lynchard & Williamson**

1. Discussion of the request to amend the Land Development Code allow Navarre Beach High Density Zoning designation outside of the commercial core area.
2. Recommend Resolution authorizing the submission of Florida Department of Transportation 5310 Capital Grant application to purchase two replacement vehicles for transportation disadvantaged program requiring local match of \$15,220 and authorize execution of relevant documents.
3. Recommend Resolution adopting the Florida Department of Transportation Title VI Plan regarding discrimination in transportation disadvantaged program.

### **Public Services Committee - continued**

4. Recommend proposal submitted by Infor Public Sector, Inc for Computer Aided Dispatch (CAD) software program in the amount of \$196,395 based on comparison shopping
5. Recommend soliciting proposals to enhance electrical grounding of the South Communication Tower.

### **Public Works Committee – Williamson & Cole**

1. Recommend proposal from Smith Tractor Company, Inc. for five (5) tractors at aggregate cost of \$191,970 including trade-in value of \$69,000 for current tractors based upon comparison shopping. Also recommend developing buy-back agreement with Smith Tractor to obtain five replacement tractors at two year intervals at cost not to exceed \$8,500 per tractor.

### **Budget & Financial Management Committee – Cole & Lynchard**

1. Recommend bid from Pensacola News Journal at rate of \$.11 per line for advertisement of delinquent tax roll as low bidder meeting specifications.
2. Recommend Budget Amendment 2014 – 068 in the amount of \$186,330 carrying forward funds for the Navarre Beach Water Main Rehabilitation project as approved at the December 12, 2013 meeting from the Navarre Beach Enterprise Fund.
3. Recommend Budget Amendment 2014 – 069 in the amount of \$34,258 carrying forward funds for LED signage at Visitors Information Center as approved at the October 24, 2013 meeting from TDC reserves.
4. Recommend Budget Amendment 2014 – 070 in the amount of \$184,700 returning Clerk of Courts Excess Recording Fees as approved at the November 12, 2013 meeting.
5. Recommend County Expenditures / Check Register.

### **County Administrator**

### **County Attorney**

### **Public Forum**