

October 21, 2013

ECONOMIC DEVELOPMENT COMMITTEE

1. Discussion of potential incentives for redevelopment of hotel on Navarre Beach by Holi Corp.

MEMO

TO: Board of Commissioners

FROM: Shannon Ogletree, Economic Development Director
Hunter Walker, County Administrator

DATE: 10/16/13

SUBJECT: Navarre Beach Hotel Incentive

As stated by a recent tourism study completed for the Santa Rosa Tourism Development Council by the UWF Haas Center, tourism is vital to Santa Rosa County in order to maintain a healthy economy. The tourism sector represents our fourth largest sector within the economy, generating over 1,400 jobs with a labor income exceeding \$39 million and over \$113 million in total sales for 2011/2012.

From the conclusion of the "Impact of Tourism on the Santa Rosa Economy", the author states, "it is clear that if Santa Rosa County grows the tourism market it will need to develop additional hotels along the coast. In this regard, the county is not as competitive as others along the Emerald Coast. Although there are a substantial number of condos in the market, the availability of Gulf-front hotels in Santa Rosa is somewhat limited."

The development company Holi Corp is proposing to construct a \$20-\$30 Million 160 room hotel facility with a national affiliation which includes 2,000 square feet of meeting space and a full service restaurant on site. The hotel will create 75 new jobs with an annual payroll of \$1.6 to \$1.8 million. Based upon estimates the one time construction impact will create an additional 400 jobs with a payroll of over \$10 million. And the on-going employment of personnel at the hotel will create an additional 20 jobs in the community, for a total of 95 new jobs with a \$2.9 Million annual new payroll to Santa Rosa County.

In addition to the scope of the project, an estimated \$1.3 million in new bed tax revenue will be generated over a 5-year period for Santa Rosa County. The visitor impact has not been measured at this time, however it is estimated by Visit Florida that tourist will stay an average of 2.8 nights and spend \$110 per day in the local economy.

In the October 3, 2013 letter Holi Corp requested the County waive any utility fees associated with the proposed hotel which includes 160 rooms, 2 pools (one water tap only) , and a restaurant totaling 162 taps. The former Navarre Beach Holiday Inn was destroyed by Hurricanes Ivan and Dennis and owned 252 taps which Holi Corp continued to pay the minimum charges for water and sewer to retain ownership of those taps until February 2011. Holi Corp discontinued payment of minimum charges and according to the tap fee agreement forfeited the utility taps.

The fees associated with restoring the 162 utility tap for the proposed hotel are the monthly minimum fees for water and sewer of \$9,760 and to bring taps current through December 31, 2013 would total \$355,166. The waiver of these minimum payments is problematic in that it sets a precedent with other utility ratepayers regarding payment of minimums and may conflict with the Bond Resolution which funded the construction/expansion of the system.

An alternative to waiver of fees by the Utility is to use the Electric Franchise revenue set aside for Economic Development to pay this \$355,166 to the Navarre Beach Utility in five (5) year increments (\$71,033/yr). The Navarre Beach Utility is made whole and Holi Corp receives a benefit by not having to bring the fees current to reinstate the needed taps and Economic Development revenue is used over time to support the aforementioned positive economic impacts of the redevelopment of this property. The number of jobs; the amount of capital investment; the impact of this project on the Navarre economy all point to some type of inducement/concession and the option outlined above seems appropriate.

In the October 3, 2013 letter, Holi Corp also requested some changes to the current Navarre Beach lease to include extension of time and clear outline of lease fees, property tax assessments, etc. This can be accomplished with the County Attorney working with Holi Corp on an amended/restated lease to the satisfaction of both parties.

This matter will be discussed at the October 21, 2013 Committee meeting.

October 3, 2013

Santa Rosa County, Florida

Board of County Commissioners

6495 Caroline Street, Suite M

Milton, Florida 32570-4592

Mr. Hunter Walker

Mr. Shannon Ogletree

Commissioner Jim Melvin

This letter is to make a formal request for the Santa Rosa County Commissioners to offer specific concessions for a project to develop a hotel and restaurant on the site of the former Holiday Inn Navarre Beach.

The proposed project will be a 160 room Hotel with a national affiliation. Included will be an indoor and outdoor pool, 2000 square feet of meeting space with a full service year round restaurant on the site.

We anticipate breaking ground early 2014 and project an opening prior to the 2015 summer season. We feel this project will have an immediate positive impact on the tourism market in Santa Rosa County and help spur additional business throughout the entire county.

The immediate impact for Santa Rosa County will be:

- A construction project of \$20-\$30 million, giving potential employment to many local residents and subcontractors.
- The creation of 75 new jobs with, an annual payroll of \$1.6-\$1.8 million.

We expect a first year average daily rate of \$186 per night and a conservative occupancy of 64%. This should result in bed tax revenue over the next 5 years with incremental increases of projected revenue as follows:

- Year 1 \$238,500
- Year 2 \$269,300
- Year 3 \$277,800
- Year 4 \$291,300
- Year 5 \$303,700
- 5 year projected total of additional bed tax dollars would be \$1,380,600.

This number would represent an increase of over 20% of the current bed tax collections in the county.

In addition, the property will potentially increase local option sales tax collections in excess of \$45,000 per year totaling over \$225,000 over the next five years.

Data provided by the Haas Center, Visit Florida, Okaloosa County TDC and the Santa Rosa County Tourist Development Office indicate spending by our guests could generate an additional \$46 million in taxable spending over the first five years. That spending would generate an additional \$230,000 plus in tax revenue for the county. We also believe that the start of the hotel industry on Navarre Beach will encourage more investment in tourism in the area.

We respectfully request the Commissioners to consider the following:

- Set our annual lease fee at \$1 per year and assess property taxes. We will pay property taxes going forward until the extent to which the property is taxable has been determined, at which time we will both agree to be bound by the ultimate determination. In the event property taxes are upheld in their entirety and fee simple ownership becomes viable, the property shall be conveyed and the lease voided. In the event property taxes are not allowed on the property, then the lease terms from the original lease will be re-instated. If only a portion of the property taxes are allowed to stand, then any amount of future taxes will be offset against the original lease fees and said lease fees will be reduced by the amount of the taxes owing.
- Increase the length of the current lease to the longest duration allowed.
- Waive any fees for sewer and water taps as the old hotel owned taps in excess of what will be needed for the new hotel.

In addition, we request your agreement that the county via the property appraiser and tax collector work to settle the ongoing legal issues with the property tax on this site; to that end, we request that all real property taxes assessed in the past, plus interest, be waived. To the extent that the County does not have the power to waive any portion of said taxes, then we request that any waivable portion, plus interest on that portion, be waived.

The hotel will be operated by an organization with a hospitality culture of exceeding our guests' expectations with attention to detail and an unsurpassed level of service. This operating philosophy has allowed us to develop a unique connection with our guests and enjoy the benefits of a clientele that returns to our properties often. We would love to work with you in making Navarre a showplace for visitors to North West Florida.

Thank you for your consideration.

Sincerely,

Marilyn Hess
President, Holi Corp

October 21, 2013

ADMINISTRATIVE COMMITTEE

1. Discussion of appointment of Tony Alexander to the Restore Council replacing Kelley Fuller as the Navarre Beach Area Chamber of Commerce representative.
2. Discussion of contract with Sam Marshall Architects for design services for the Pace Tennis Complex at fee consistent with Florida Dept. of Management guidelines.
3. Discussion of purchase of bleachers and arena panels for June Ates Arena at the Agriplex.
4. Discussion of submission of Coastal Partnership Initiatives Grant Program application for construction of kayak launch and bathrooms at the Navarre Park with match funded by District Four Recreation Fund.
5. Discussion of retaining Warner Law Firm, PA as counsel for Blue Water Holdings SRC, Inc. litigation as recommended by the County Attorney.
6. Discussion of depositing unclaimed bond funds in Fine and Forfeiture Fund pursuant to State Statute as recommended by the Clerk of Courts.
7. Discussion of soliciting Requests for Proposals for provision of marketing services for the Tourist Development Council (TDC).
8. Discussion of appointment of Commissioner or designee to Tri-County Community Council, Inc. Board of Directors.
9. Discussion of annual contract with Florida Department of Health for operation of Santa Rosa County Health Department for 2013-2014.
10. Discussion of request from the Navarre Krewe of Jesters to hold annual Navarre Beach Mardi Gras parade on Saturday, February 22, 2014.

11. Discussion of scheduling 2013-2014 Board reorganization meeting at conclusion of November 14, 2013 regular meeting.
12. Items scheduled for public hearing Thursday October 24, 2013 beginning at 9:30 a.m.: NONE

Hunter Walker

From: Kelley Fuller NBACOC President/CEO <exec@navarrechamber.com>
Sent: Wednesday, October 09, 2013 3:25 PM
To: Hunter Walker
Cc: 'Lane Lynchard'
Subject: Too late?

Hunter,

Is it too late to add to the agenda for tomorrow the appointment of Tony Alexander, the new President/CEO as the NBACOC representative to the RESTORE Council to replace me?

Kelley

Kelley Fuller
President/CEO
Navarre Beach Area Chamber of Commerce
8543 Navarre Parkway
Navarre, FL 32566
office: 850.939.3267
cell: 850.396.3325
www.navarrechamber.com

No support documentation for this agenda item.



SANTA ROSA COUNTY
BOARD OF COMMISSIONERS
Administrative Services/Parks Operations



3

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

Santa Rosa Administrative Offices
6495 Caroline Street, Suite J
Milton, FL 32570-4592

Hunter Walker, County Administrator
Angela J. Jones, County Attorney
Jayne N. Bell, OMB Director

MEMORANDUM

DATE: HUNTER WALKER, COUNTY ADMINISTRATOR
TO: TAMMY C. SIMMONS, ADMINISTRATIVE SERVICES MANAGER
FROM: JUNE ATES ARENA: BLEACHERS AND ARENA PANELS
RE: OCTOBER 16, 2013

Recommend the Board of County Commissioners authorize the purchase of bleachers for the June Ates Arena from National Recreation Systems, Inc. in the amount of \$71,341. Proposals were received from the following:

- National Recreation Systems, Inc. \$71,341
- Gulf Coast Sports, LLC \$83,943

We are currently getting quotes for arena panels and are expecting the proposals to come in between \$20,000 - \$25,000.

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

**NATIONAL
RECREATION
SYSTEMS INC**
A PLAYCORE COMPANY

5120 INVESTMENT DRIVE
FT WAYNE, IN 46808
www.BLEACHERS.net

QUOTATION
PH (260) 482-6023
FX (260) 482-7449

OFFICE USE ONLY

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TO: Santa Rosa County Public Works	DATE: 10/14/13	TERMS: NET 30 DAYS
ATTN: Tammy C. Simmons Administrative Services Manager	JOB REF:	
Email: TammyS@santarosa.fl.gov	EST SHIP DATE: 5-7	WEEKS A.R.O
	F. O. B. XX	SHIPPING PT DELIVERED
	DESTINATION: Milton, FL 32583	
	CUST. PHONE: 850-983-1858	

WE ARE PLEASED TO SUBMIT THIS QUOTATION SUBJECT TO ALL OF THE INSTRUCTIONS, TERMS, AND CONDITIONS ON THE FRONT OF THIS AGREEMENT.

QTY	MODEL	DESCRIPTION	UNIT PRICE	EXT. PRICE
5	NB-1024GTPSTD	10 row x 24' non-elev trans bleacher Net seating capacity 160/Unit	\$ 7,088*	\$ 35,440
1	UN-TKHD	Transport kit H with jacks	\$ 2,089	\$ 2,089
4	NB-1024GADA	10 row x 24' non-elevated bleacher Net seating capacity 108 + 4 HC seats / unit	\$ 7,728*	\$ 30,912

FEATURES NB-1024GTPSTD

- Galvanized steel angle understructure
- (with transport wheel brackets and additional transport bracing)
- 2 X 10 anodized aluminum seat plank
- Single 2 x 10 mill finish aluminum foot plank rows 2-3
- Double mill finish aluminum foot plank rows 4-10
- 1 x 6 riser rows 4-9, (2) 1 x 6 top row risers
- 2 X 6 Treated lumber groundsills
- Chainlink guardrail system

FEATURES NB-1024GADA

- Galvanized steel angle understructure
- 2 x 10 anodized aluminum seat plank
- Double 2 x 10 mill finish aluminum foot plank
- 1 x 6 riser rows 1 - 9 and (2) 1 x 6 top row risers
- (1) 54 inch wide vertical aisle with mid aisle handrail
- Chainlink guardrail system
- 4 HC seats

FEATURES UN-TKHD

- (1) Tongue assembly
- (2) Wheel assemblies with internal hydraulic jack

* SPECIAL DISCOUNT PRICING

Due to fuel surcharges, actual freight cost may vary at the time of shipment.

SUB TOTAL \$ 68,441
EST. FREIGHT \$ 2,900
TOTAL \$ 71,341

Items below may be required to meet local building codes

Freight included in the below pricing

			ADD / UNIT	EXT. PRICE
6	NB-1024GTPPRF	Double foot plank rows 2 - 3	\$ 192	\$ 1,152
6	NB-1024GTPDLX	Double foot plank & riser rows 2 - 3 (1) 48" aisle with handrail, 133 net seats	\$ 739	\$ 4,434

NOTE: ALL BLEACHERS SHOULD BE ANCHORED TO RESIST WIND LOADS.

IMPORTANT NOTE: Additional items are available which may be required to meet IBC, BOCA, NFPA, SBC, UBC or other applicable codes; such as aisles, guardrails, anchors, ground sills, double footplank, risers, ADA accessibility, ect. Drawings stamped by a registered professional engineer are not included unless noted above. Please refer to included features above & consult with local code officials to determine any additional features which may be desired or required. The features described above represents the interpretation of National Building & Safety Codes by NRS, INC. The owner remains responsible for compliance with local codes, official interpretation and application rests solely with local authorities. NRS, INC and its representatives cannot assume liability for code compliance and presents information as unofficial guidelines only.

NATIONAL RECREATION SYSTEMS, INC. TERMS & CONDITIONS GOVERN THIS QUOTATION. THIS QUOTATION VALID FOR 30 DAYS.

National Recreation Systems, Inc

Customer Acceptance

By: Kurt Uhen
Name Title

By: _____
Name Title Date

Gulf Coast Sports LLC

6040 W Pine Circle
 Crystal River, FL 34429

Estimate

Date	Estimate #
10/13/2013	19

Tammy Simmons
 County of Santa Rosa
 Public Works Division
 6075 Old Bagdad Hwy
 Milton, FL 32583

Project
 Transportabl...

Description	Quantity	Unit Price	Total Price
M&I- BLEACHER- Furnish & Install: (9) 10 row x 24' non elevated aluminum angle frame transportable bleachers with ADA seats TBD (Deceptacon Model) - delivery included	9	9,050.00	81,450.00
Quickship Items- Heavy Duty transfer kit	1	2,493.00	2,493.00
Does NOT include sales taxes, bonds, permits, earth anchors, licansing, permitting, fee's, locating or relocation of utilities, installation (unless specified) or sealed drawings.		0.00	0.00

Subtotal	\$83,943.00
Sales Tax (0.0%)	\$0.00
Total	\$83,943.00

Phone # 1-855-827-1386 Fax # 727-245-8832

gulfcoastsportsllc@yahoo.com www.gulfcoastsports.net



Santa Rosa County Board of County Commissioners

Sheila Harris, Special Projects/Grants Director

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

MEMORANDUM

TO: Hunter Walker
DATE: October 16, 2013
FROM: Sheila Harris
RE: 2014-2015 Coastal Partnership Initiative Grant Application Recommendation

The Florida Coastal Management Program's (FCMP) Coastal Partnership Initiative seeks to inspire community action and promote the protection and effective management of Florida's coastal resources. Grant applications are due November 5, 2013. Requests can be made of up to \$30,000 and a 100% match is required. Notification of funding is expected to occur in the spring or summer of 2014. Applications from the county would be submitted under the *Access to Coastal Resources* category which encourages communities to accommodate public needs while protecting coastal environments. Projects funded under the *Access to Coastal Resources* category typically involve planning activities and small capital improvement projects that enhance public access.

I have consulted with Public Works, Engineering and the Parks Department on potential projects. Based on this input, I would like to recommend the project described below.

Title	Navarre Park Kayak Launch & Stand-alone bathroom facility
Type	Construction
Amount Requested	\$15,000 - \$30,000
Match Info	100% of request
Potential Match Source(s)	TDC Southend capital projects reserves, Dist 4 Rec funds
Description	Construction of ADA accessible floating dock with gangway and stand-alone restroom facility
Other Info	These two items were proposed in a recent FRDAP grant application; however due to limited grant funds it is unlikely that the application will be funded. Note: Cash match from Dist 4 rec funds committed as part of the recent FRDAP application could be applied to this one as well.
Other	Each application for construction must have documentation that preliminary consultation with appropriate federal, state, regional and local regulatory agencies.

Please place this item on the October 21, 2013 Board of Commissioner's agenda.



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



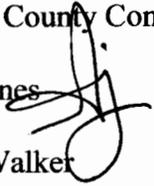
5

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

HUNTER WALKER, County Administrator
ANGELA J. JONES, County Attorney
JAYNE BELL, OMB Director

MEMORANDUM

To: Board of County Commissioners

From: Angie Jones 

CC: Hunter Walker

Date: October 16, 2013

Re: Retaining Warner & Warner—Blue Water Holdings SRC, Inc.

As you know, Blue Water Holdings has filed a complaint against the County. I would recommend retaining the law firm of Warner & Warner as counsel in this matter. I have spoken with the firm's principals, and they are prepared to engage in the litigation and are competent to do so. Warner & Warner was originally contacted by FACT to look at this matter for us, so the firm has a history with the case.

The Florida Senate

2012 Florida Statutes

<p style="text-align: center;">TITLE X PUBLIC OFFICERS, EMPLOYEES, AND RECORDS</p>	<p style="text-align: center;">CHAPTER 116 POWERS AND DUTIES OF OFFICERS</p>	<p style="text-align: center;"><u>VIEW ENTIRE CHAPTER</u></p>
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116.21 Unclaimed moneys; limitation. —

(1) The sheriffs and clerks of the courts of the various counties of the state are authorized at their discretion on or before September 25 of each and every year hereafter to pay into the fine and forfeiture fund of their respective counties, or the fine and forfeiture fund created under s. 142.01, any or all unclaimed moneys deposited or collected by them in their official capacity, which unclaimed moneys came into their hands prior to January 1 of the preceding year and for which moneys claim has not been made. Any unclaimed moneys collected or deposited by the clerk of the circuit court in the course of the clerk's court-related activities may be processed under this chapter; however, the clerk must pay for the cost of publication of the list of unclaimed court-related funds. Any unclaimed court-related funds collected or deposited by the clerk which remain unclaimed must be deposited into the fine and forfeiture fund established under s. 142.01.

(2) The sheriffs and clerks of the various courts of the respective counties may, during the month of July of each year, hereafter make and compile a list of any or all unclaimed moneys which came into their hands as provided in subsection (1) above. Such compilation shall list, in addition to the name of the defendant, the respective amounts of such unclaimed moneys. Such list or compilation shall be published one time during the month of July in a newspaper of general circulation in the county served by such sheriff or clerk, and the notice shall specify that unless such moneys are claimed on or before September 1 after such publication that same shall be declared forfeited to such county. Proof of such publication shall be made by the publisher of such newspaper and shall be filed and recorded in the minutes of the county commissioners of such county.

(3) Persons having or claiming any interest in such funds or any portion of them shall file their written claims with the sheriff or clerk of the court of the county having custody of such funds within the time specified by the notice and shall make sufficient proof to the sheriff or clerk of their ownership and upon so doing shall be entitled to receive any part of the moneys so claimed. For the purposes of this section, any municipality that has a municipal detention facility and that prosecutes through its own municipal prosecutor shall have a claim against any unclaimed moneys collected due to violations of that municipality's ordinances within the territorial jurisdiction of the county and for which a claim has not been made by the person entitled to such funds. Unless claim is filed within such time as aforesaid, all claims in reference thereto are forever barred.

(4) Except for the cost of publishing the notice for the clerk's unclaimed court-related moneys, the cost of publishing the notices as required by subsection (2) shall be paid by the county commissioners, and the sheriff or the clerk shall receive as compensation the regular fee allowed by statute for the collection of fines, fees, and costs adjudged to the state upon the amounts remitted to the fine and forfeiture fund. Upon such payment to the fine and forfeiture fund, the sheriff or clerk shall be released and discharged from any and all further responsibility or liability in connection therewith.

History.—ss. 1, 2, 3, 4, ch. 22050, 1943; s. 8, ch. 82-118; s. 744, ch. 95-147; s. 1, ch. 97-56; s. 40, ch. 2005-236.

Notice is given that the Santa Rosa County Clerk of Courts has unclaimed moneys in their possession in the following un-cashed checks. Any person claiming an interest in such funds or any portion of them shall file their written claims with the Santa Rosa County Clerk of Courts' Finance Department on or before September 1st 2013 and shall provide sufficient proof of their ownership. Upon so doing, claimant shall be entitled to receive any part of the moneys so claimed. Unless claim is filed within such time as aforesaid, all claims in reference thereto are forever barred. Unclaimed moneys will be forfeited to the Santa Rosa County Clerk of Courts for placement in the Santa Rosa County Fine & Forfeiture Fund as authorized by Florida Statute 116.21.

NUMBER	DATE	PAYEE	AMOUNT
9623	02/13/08	Tracy Lynn Richardson	45.00
9635	02/19/08	John Morris Kimbro Sr	17.00
9752	04/04/08	Louis Edward Adams	1.00
9830	05/02/08	Vida Miller	29.00
9844	05/09/08	Marilyn Alicia James	31.00
9862	05/16/08	Grayson Tyler Wood	100.00
9961	06/17/08	Randall Edward Gibson	1.00
9998	07/03/08	Bobby D Evers	1.00
10004	07/03/08	Jacqueline Honeycutt	1.00
10110	08/15/08	Sidney McCray	18.00
10253	10/28/08	Daniel Benton Dennison	59.00
10333	11/21/08	Harry Butler	275.00
10449	01/26/09	Brittany L Noe	236.00
10527	03/06/09	Ginene M Massie	22.00
10595	04/09/09	Anthony Paul Cunningham	16.00
10613	04/17/09	Benjamin Leo	63.00
10626	04/17/09	Mistie Tobias	23.00
10699	06/05/09	Jason Bass	27.00
10700	06/05/09	Jason Bass	28.00
10732	06/19/09	Ronika Moton	22.50
10812	08/06/09	Tammy Lou Brecht	3.00
10959	10/23/09	James E Hines	124.40
11012	11/19/09	Jared Wesley Entwistle	67.00
11074	12/22/09	Mass Marketing	300.00
11113	01/08/10	Teresa Arrrey	21.00
11146	01/29/10	Stephen C Dietz	250.00
11156	02/05/10	Christine Scanks	139.00
11162	02/05/10	Monka Hebert	336.00
11167	02/05/10	William C Hobbs	70.00
11168	02/05/10	William C Hobbs	141.84
11169	02/05/10	William C Hobbs	70.00
11196	02/26/10	Tracie Thomas	86.00
11301	04/22/10	Lauren Ashley Irvine	28.00
11315	05/05/10	Lisa Jalomo	25.00
11330	05/14/10	Diane Whitehurst	18.00
11471	08/13/10	Darey Mazingo	100.00
11534	09/17/10	Barbara D Wolfe	186.00
11539	09/17/10	David Rodney Cooper	167.00
11564	09/24/10	Mary Thrower	18.00
11602	10/15/10	David Ketelson Matthew	28.00
11603	10/15/10	David Ketelson Matthew	28.00
11661	11/12/10	Jose Alvarez	30.50
11668	11/19/10	Brunos	38.09
11707	12/17/10	Deborah Spencer	386.00
11724	12/21/10	Charles Kevin Mathews	167.00
11737	12/30/10	John Philip Giuliatti	436.00
11763	01/21/11	Joan Marie Cartwright	181.00
11774	02/04/11	Tony Daniel Bryant	4.00
11783	02/11/11	Lisa Mosley	18.00
11828	03/11/11	Charlotte Kay Wright	35.50
11840	03/11/11	Lyndsey Wornack	236.00
11877	03/25/11	Roger Lee Hudson	936.00
11979	05/26/11	Sandra Dianne Long	95.00
11991	06/03/11	Ronald Bartholemew	36.00
12022	07/01/11	Cassandra D Purtlebaugh	83.00
12096	08/04/11	Raven Cotton	350.00
12133	08/26/11	Carol Lee Card	36.00
12152	09/02/11	Patrick E Johnson	28.41
12152	09/02/11	Patrick E Johnson	18.61
12152	09/02/11	Patrick E Johnson	18.28
12215	09/30/11	Kathryn Jackson	236.00
12220	09/30/11	Mitchell Allen Obrien	18.00
12224	09/30/11	Stephen G Pendleton	23.00
12225	09/30/11	Stephen G Pendleton	23.00
12307	12/05/11	Flores Munguia Francisco	530.50
12309	12/09/11	Charles Barkdull	13.00
12310	12/09/11	Charles Barkdull	13.00

7

**REQUEST FOR PROPOSALS
FOR ADVERTISING/MARKETING SERVICES**

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting proposals for Advertising/Marketing Services for the Santa Rosa Tourist Development Council.

All proposals must be in writing 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.,.

Specifications may be secured from Santa Rosa County Website (www.co.santarosa.fl.us) or at the Santa Rosa County Procurement Department at the above address. Telephone (850) 983-1870

Only proposals received by the aforesaid time and date will be considered. Proposals received after the time set for the proposal opening will be rejected and returned unopened to the submitter. All proposals shall be sealed and clearly labeled, "**RFP-Advertising/ Marketing Services-TDC**". Please provide twelve (12) copies of the proposal.

Questions concerning this request may be directed to Ms. Kate Wilkes, at (850) 939-8666

The Board of County Commissioners reserves the right to accept or reject any and all proposals in whole or in part and to waive all informalities.

Santa Rosa County does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or provision of service.

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

Legal Notice

One Issue – Press Gazette-
Gulf Breeze Pelican-
Pensacola News Journal-
Navarre Press-

Bill and Proof to Santa Rosa County Procurement Department, Attention: Orrin L. Smith, 6495 Caroline Street, Suite G, Milton, Florida 32570

MEMORANDUM

TO: COMPANY ADDRESSED

FROM: SANTA ROSA COUNTY PROCUREMENT DEPARTMENT

SUBJECT: ADVERTISING/MARKETING SERVICES

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting proposals for Advertising/Marketing Services for the Santa Rosa Tourist Development Council.

All proposals must be in writing 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.,

Specifications may be secured from 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.

Only proposals received by the aforesaid time and date will be considered. Proposals received after the time set for the proposal opening will be rejected and returned unopened to the submitter. All proposals shall be sealed and clearly labeled, "**RFP-Marketing/Advertising Services-TDC**". Please provide twelve (12) copies of the proposal.

Questions concerning this request may be directed to Ms. Kate Wilkes, at (850) 939-8666

The Board of County Commissioners reserves the right to accept or reject any and all proposals in whole or in part and to waive all informalities.

Santa Rosa County does not discriminate on the basis of race, color, national origin, sex, religion, age, or handicapped status in employment or provision of service.

Minimum Specifications
ADVERTISING/MARKETING SERVICES

INTRODUCTION

The Santa Rosa County Tourist Development Council (SRCTDC) Request for Proposal (RFP) for advertising, marketing and public relations services by an Advertising Agency/Public Relations firm.

SCOPE OF SERVICES

- To create annual and long range marketing /action plans to reach targeted markets
- Firm will recommend mix of advertising, public relations, promotions and collateral required and provide creative advertising concepts and strategies
- Design and produce print, broadcast, online and all collateral materials
- Provide detailed public relations, publicity and promotional plans to stimulate tourism including cooperative advertising opportunities
- Outline tracking recommendations
- Present detailed estimates and budgets for all proposed projects
- Attend SRCTDC meetings and committee meetings

(Adjustments may be made to the above list, due to budget and time constraints.)

Total promotional budget for the SRCTDC for 2013-2014 is \$. This includes all advertising, marketing and public relations expenditures including but not limited to advertising agency services, website design and management, all marketing campaigns, media advertising, marketing collateral, mailing costs, grants, displays, videos, trade shows, etc.

PLEASE PROVIDE

When was your agency established?

Explain your agency's status: fully independent, a branch office, subsidiary, member of affiliate network, etc. If you are a subsidiary list the parent company and your relationship.

If you have more than one office, which office would serve the account?

Who in the Agency would manage, have prime responsibilities for and final authority on the SRCTDC account?

Indicate the total number of full-time staff, by department. (Do not include consultant, freelance, part-time or contract service staff.)

What are your "in-house" capabilities for art, television, radio and copy production and media planning and buying?

What is your major emphasis? (Are your major strengths in PR, media buying, art/creative)

How does your firm use research in the development of the brand and for creative campaigns?

How does your firm track leads and determine ROI?

How do you charge for your services?

- Briefly describe your standard billing policies
- Would you prefer a net, flat fee or per project arrangement, and if so, how do you compute the fee for each?
- Also see scope of services in RFP, and price accordingly.

PLEASE PROVIDE

- A brief business background and experience summary for each of your key officers and department heads.
- A list of current clients.
- A list of clients lost or added in the last 3 years?
- A list of accounts you are currently handling which may be perceived as a conflict of interest to the SRCTDC.
- A history of experience directly related to tourism marketing.



Tri-County Community Council, Inc.

302 North Oklahoma Street; P.O. Box 1210

Bonifay, FL 32425

Phone (850) 547-3689 • Fax (850) 547-2063 • TDD (850) 547-9505

E-MAIL t.communitycouncil@mchsi.com

CHAIRMAN
Kenneth Pridgen

TREASURER
Vivian Clark

SECRETARY
Susan Harris

VICE-CHAIR
Hunter Walker

MEMBER-AT-LARGE
Edward Crutchfield

EXECUTIVE DIRECTOR
Joel Paul, Jr.

*"Helping People
Help Themselves"*
October 15, 2013

Chair, Board of County Commissioners
Santa Rosa County
6495 Caroline Street
Milton, FL 32570

RE: Appointment of County Commissioner to Represent Santa Rosa County on
Tri-County Community Council, Inc., Board of Directors 2014 Term

Dear Chair:

Tri-County Community Council, Inc., is a Community Action Agency providing services for Bay, Holmes, Jackson, Okaloosa, Santa Rosa, Walton, and Washington Counties. We are required to have a tripartite Board of Directors with representation of government, business, and low income participants. However, due to the busy schedule of commissioners, our By-Laws have a provision that would allow the appointment of a designee to represent the commission.

Please consider this an invitation from the board of directors to appoint someone from your Board, or a designee, who will be able to attend the meetings, to represent the Public Sector for Santa Rosa County on our Board of Directors for 2014. **We are required by the Florida Department of Community Affairs to receive all appointments in writing annually.**

Thank you for your support.

Sincerely,

Janice Richards
Board of Directors Liaison

/jr

No support documentation for this agenda item.

OCT 11 2013

10



**Navarre Krewe of Jesters
P.O. Box 5879
Navarre, FL 32566**



October 9, 2013

**Santa Rosa Board of County Commissioners
6495 Caroline St
Milton, FL 32570**

Honorable Commissioners:

The Navarre Krewe of Jesters Inc. is requesting permission to hold there annual Navarre Beach Mardi Gras parade on February 22, 2014. We will coordinate with the Santa Rosa County Sheriff's Department to provide safety and security for the parade.

The Krewe does maintain an insurance policy and will send a copy to the county administration, upon approval for this parade.

The Navarre Beach Mardi Gras parade is the only major winter event that brings much needed revenue to the businesses on Navarre Beach and the local area.

Thank you for your consideration. We are anticipating another highly successful parade with entries coming from Pensacola and Fort Walton Beach.


**Charlene Tremor, President
Navarre Krewe of Jesters**

Hunter Walker

From: Hunter Walker
Sent: Wednesday, October 09, 2013 9:35 AM
To: Angie Jones; Commissioner Cole; Commissioner Jim Melvin; Commissioner Salter; Jim Williamson; Lane Lynchard
Cc: Angie Jones; Emily Spencer; Michelle Parker
Subject: Annual Reorganization Meeting

Board,
According to County Resolution 97-44 regarding organizational procedures followed by the BCC:

“The Board shall reorganize and elect a Chairman and Vice-Chairman at an organizational meeting to be held the third Tuesday of each November, provided, however, that in a non-election year said reorganization shall take place at a meeting held in November; and the commissioners so elected shall take office immediately upon election and serve for a period of one year.”

In each non-election year since I have been here that organizational meeting has been scheduled at the conclusion of the first meeting in November since the second meeting is cancelled due to Thanksgiving observance. I will place this on the agenda for October 24th meeting for Board to schedule this meeting. In keeping with the Resolution this year, Chairman Cole will call the reorganization meeting to order and conduct the election for 2014 Chairman. Once that selection is made, Commissioner Cole will turn the gavel over to the incoming Chair who will conduct election for 2014 Vice-Chair. Thereafter the meeting is adjourned.

Next year the reorganizational meeting will be scheduled for third Tuesday in November with administration of oath of office after the election and selection of Chair and Vice-Chair.

Hunter

No support documentation for this agenda item.



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

Preliminary
Engineers Report
October 21, 2013

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 October 24, 2013 at 9:00 a.m. in Milton, Florida.

1. Discussion of LED sign for the Tourist Development Council. The low bidder meeting the specifications is Complete Signs, LLC in the amount of \$30,283.00 with a not to exceed cost of \$3,975.00 for primary electrical hook-up, for a total cost of \$34,258.00. (Attachment A)
2. Discussion of change order number 2 to the contract with A.E. New, Jr., Inc. for the Agri-Plex Center, increasing the contract by 36 days due to inclement weather with substantial completion on November 15, 2013. (Attachment B)
3. Discussion of audio, video and broadcast streaming system options for the Tiger Point Community Center. Option 1; All new AV systems not to exceed \$46,740.00. Option1(A); Portable PA system not to exceed \$5,203.00 or \$51,943.00 total. Option 2; Integrate legacy AV equipment with required new components systems not to exceed \$31,795.00. (Attachment C)
4. Recommend approval of Final Plat for Sound Haven Phase 2-A, a 16 lot subdivision of a portion of Section 23, Township 2 South, Range 27 West, Santa Rosa County, Florida. (Working District 5)
Location: 3 miles, more or less, West on U.S. 98 from State Road 87, property located on the south side of U.S. 98.
5. Recommend approval of Final Plat for Holley Cliff Estates Phase 1, a 55 lot subdivision of a portion of Section 24 & 25, Township 2 North, Range 29 West, Santa Rosa County, Florida. (Working District 3)
Location: 1 mile, more or less, North on Anderson Lane from Berryhill Road, West on Medicine Bow Street, property located at the end of Medicine Bow Street.
6. Recommend approval of Final Plat for The Preserve, a 299 lot subdivision of a portion of Section 7, Township 1 North, Range 27 West, Santa Rosa County, Florida. (Working District 4)
Location: ½ mile, more or less, West on U.S. 90 from Highway 87 South, South on Persimmon Hollow Road, property is on the West side.

7. **Recommend approval of Final Plat for Foxboro Subdivision, a 38 lot subdivision of a portion of Section 18, Township 2 North, Range 29 West, Santa Rosa County, Florida.
(Working District 3)**
Location: 2-3/4 miles, more or less, North on Chumuckla Highway from Five Points, West on Wallace Lake Road, property on the North side.

8. **Recommend approval of Paved Road and Drainage Maintenance for Holley Cliff Estates Phase 1, a 55 lot subdivision of a portion of Section 24 & 25, Township 2 North, Range 29 West, Santa Rosa County, Florida.
(Working District 3)**
Location: 1 mile, more or less, North on Anderson Lane from Berryhill Road, West on Medicine Bow Street, property located at the end of Medicine Bow Street.

Winchester Circle 1,970 LF±
Medicine Bow Road 862 LF±

BID OPENING
October 8, 2013
Milton, Florida

Present: Procurement Officer, Tom Collins representing SRC Public Works, Jason Green representing UniFirst, Earl Cadenhead representing ALSCO, Ron Thomas representing Plastic Arts Signs. The meeting took place at 10:00 a.m.

The purpose of the meeting was to open bids for uniforms and a LED sign for the Tourist Development Council; bids were received from the following:

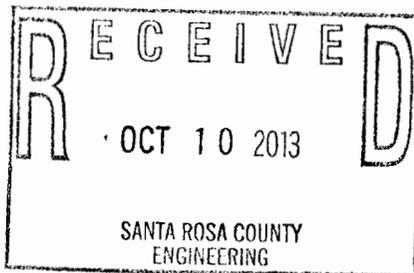
Uniforms:

- | | |
|-------------|------------------|
| 1. UniFirst | Detailed Pricing |
| 2. ALSCO | Detailed Pricing |
| 3. NAFECO | NO BID |

LED Sign for the Tourist Development Council:

- | | |
|--|-------------|
| 1. Complete Signs | \$30,283.00 |
| 2. Plastic Arts Signs | \$34,781.00 |
| 3. Signs Plus | \$38,336.00 |
| 4. Dowling Construction Co., LLC | \$47,015.00 |
| 5. Acolite ClaudeUnited Sign Co., Inc. | \$47,827.11 |
| 6. Creative Mailbox Designs | \$54,652.10 |

NOT TO EXCEED
+ \$3975 = \$34,258.⁰⁰



AIA[®] Document G701[™] - 2001

Change Order

PROJECT (Name and address): Santa Rosa County Agriplex Center 8604 Bobby Brown Road Milton, FL 32583	CHANGE ORDER NUMBER: 002 DATE: 08/02/2013	OWNER: <input type="checkbox"/> ARCHITECT: <input type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): A. E. New, Jr., Inc. 460 Van Pelt Lane Pensacola, FL 32505	ARCHITECT'S PROJECT NUMBER: CONTRACT DATE: CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Additional time for September rain (8 days)

Additional time for painting exposed structure (28 days)

The original Contract Sum was	\$ 1,230,000.00
The net change by previously authorized Change Orders	\$ -325,344.80
The Contract Sum prior to this Change Order was	\$ 904,655.20
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0.00
The new Contract Sum including this Change Order will be	\$ 904,655.20

The Contract Time will be increased by Thirty-Six (36) days.

The date of Substantial Completion as of the date of this Change Order therefore is 11/15/13

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Bay Design Associates Architects
ARCHITECT (Firm name)
 720 Bayfront Parkway, Suite 200
 Pensacola, FL 32502
ADDRESS
 BY (Signature)
 STEVE JERKINIGAN
 (Typed name)
 10-2-2013
DATE

A. E. New, Jr., Inc.
CONTRACTOR (Firm name)
 460 Van Pelt Lane
 Pensacola, FL 32505
ADDRESS
 BY (Signature)
 WILL JERKINIGAN
 (Typed name)
 9-26-13
DATE

Santa Rosa County
OWNER (Firm name)
 6495 Caroline Street, Suite M
 Milton, FL 32570
ADDRESS
 BY (Signature)
 (Typed name)
DATE

AV Programming & Budgeting Report

Abstract

This report includes programming & budgeting for the audio, video projection, and broadcast streaming systems for the Tiger Point Community Center. The report's budget predictions include all materials, labor and miscellaneous parts to provide the systems to meet the requests discussed. The exception to the above is any additional electrical work (conduit, boxes, power, etc.) that may be required.

All recommended systems and equipment represent high quality devices and the latest digital technology. This report includes an option to use the existing 12 year old AV equipment that was replaced in the Milton board room and is currently in storage.

The opinion of probable cost for 'all new' AV systems, (audio, video, & broadcast cameras - streaming) including installation labor is estimated not to exceed \$46,740. The opinion of probable cost to integrate the legacy AV equipment in storage, along with the required new components, is estimated not to exceed \$31,795. A portable PA system and the necessary components to make the 'all new' broadcast camera system portable, is estimated to add a \$5,203 premium to the \$46,740 estimate (\$51,943 total).

This study and budgeting report strongly recommends Santa Rosa County invest in 'all new' digital systems rather than re-installing the legacy analog video equipment. The opinion of probable cost delta is approximately \$14,945.

Programming & Budgeting Report

This report outlines the recommended AV systems for the Tiger Point Community Center's multipurpose space. The recommend 'all new' systems are fully digital as compared to the analog existing AV equipment. Our programming and budget recommendations are based on the latest technology, high quality equipment and professional installation and programming.

Systems Defined

The following systems have been reviewed and programmed. Each system defined includes the necessary materials and labor to provide a fully functional system(s).

- Audio Reinforcement
- Video Projection (IMAG)
- SD/HD Broadcast camera / streaming system
- Portable PA & Broadcast option

Spaces Defined

- Multipurpose room

Audio Reinforcement System

The proposed audio system would consist of (9) ceiling pendant loudspeakers and a digital mixer / amplifier. The system would include a wireless handheld microphone for general purpose use and provide inputs to support the portable (digital) Sennheiser discussion system Santa Rosa County owns. When the space is configured for a board meeting event, the Sennheiser system would be used to provide audio reinforcement much like the board room in Milton. When the space is configured for typical community center use, the wireless microphone system would be the main audio source along with an input for an iPod or CD-DVD player.

Video Projection System

The recommended video projection system would include a DLP 1080p projector, 116" x 65" motorized projection screen and a 6 input digital video switcher. The digital switcher facilitates (2) legacy inputs along with (4) HDMI inputs. When the space is configured for a board meeting event, the camera system or a laptop computer's content could be routed to the video screen. When the space is configured for community center use, a DVD player could be connected to the digital switcher and a movie shown.

Broadcast Streaming Video System

The recommended broadcast system would include (3) high definition (HD) PTZ (pan-tilt-zoom) cameras and a production switcher. The new HD cameras would be capable of producing either HD or SD signals via HD/SD SDI (serial digital interface) format. The HD PTZ cameras are small and will be mounted on the side and rear walls, out of reach. The PTZ cameras would be controlled and pre-programmed via a multi channel PTZ controller located in the AV control room.

The existing (analog) cameras and switcher is unable to support HD signals and thus would limit the quality of any broadcast streaming content. However, this may only be noticed by viewers who regularly view the Milton board room meetings. The age, technical functionality and dependability of the legacy equipment has the potential to require frequent attention.

The recommended (new) broadcast streaming system (cameras & switcher) can be configured into a portable system thus providing the option to be used in various venues rather than being 'permanently installed' in the Tiger Point facility. A portable system would require additional time to set up and strike the system before and after a meeting. The additional time can be compared to walking in, turning on the system and beginning the meeting. The advantage to a portable system is the flexibility to move from venue to venue as needed.

Summary

Based on the two options presented in this report, (all new and legacy/existing) it is our professional opinion the estimated \$14,945 premium for the 'all new' system is a better investment in regards to component quality, reliability and technical longevity. The system offers similar functions, ease of operation, component level support and software configuration, like the new systems in the Milton board room.

End of Report

AV Programming & Budgeting Report

Prepared for:

Santa Rosa County
Aleta Floyd
Administrative Office Complex
6495 Caroline Street; Suite L
Milton, FL 32570

Project: Tiger Point Community Center - AV Systems

Prepared by: Chuck Walthall
October 16, 2013

Walthall & Associates Inc.
2180 Creighton Road
Pensacola, FL 32504
850-478-9002

No support documentation for this agenda item.

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No support documentation for this agenda item.



Public Services Committee

Chaired by:
Lynchard & Williamson

Meeting:
October 21, 2013, 9:00 A.M.

AGENDA

Development Services

1. Recommend Board authorize staff to draft and process amendments to the Land Development Code related to compatible uses in airport overlay zones.

Emergency Management

2. Request approval to advertise for RFP for replacement of existing Computer Aided Dispatch (CAD) software.
3. Recommend the Board approve an upgrade to the Reverse 911 system from a stand-alone system to a web based version in the amount of \$12,944.



Santa Rosa County Development Services



Beckie Cato, AICP
Planning and Zoning Director

Tony Gomillion
Public Service Director

Rhonda C. Royals
Building Official

MEMORANDUM

TO: Board of County Commissioners

FROM: Beckie Cato

DATE: October 15, 2013

RE: Request to Draft and Process Amendments to the Land Development Code Related to Compatible Uses in Airport Overlay Zones

RECOMMENDATION

That the Board authorize staff to draft and process amendments to the Land Development Code related to compatible uses in airport overlay zones.

BACKGROUND

Article 11 of the Land Development Code establishes permitted, prohibited, and conditionally permitted uses within each of the adopted airport overlay zones. The limitations placed on commercial and industrial uses, in some cases, appear to be too restrictive; therefore, staff recommends revising Article 11 to allow those commercial and industrial uses that are not likely to impact military operations.

Randy Roy with NAS Whiting Field and Jeff Fanto with Eglin AFB have been consulted and agree that amendments are warranted. All drafts of the proposed changes will be routed to Mr. Roy and to Mr. Fanto for their review and comment.

NEXT STEPS

If the board approves the request, staff will draft proposed changes for consideration by the Zoning Board and the Board of Commissioners at advertized public hearings.

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



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



2

Tony Gomillion, Director

To: Santa Rosa County Board of County Commissioners
From: Brad Baker, Emergency Services Coordinator
Through: Tony Gomillion, Director, Public Services
Re: Computer Aided Dispatch Software - RFP
Date: October 24, 2013

DISCUSSION

The Board of County Commissioners approve that a Request for Proposal (RFP) be advertised for emergency communications Computer Aided Dispatch (CAD) software.

BACKGROUND

The current computer aided dispatch (CAD) system was initially purchased from Positron Power System in 2002. In 2011 Positron sold their CAD system to Tiburon who currently provides the software for which we pay an annual maintenance fee (FY2013/14 - \$29,355.00).

The CAD system was originally purchased to provide the dispatchers with the capability to use predetermined run orders for fire department calls, to interface with Medical Priority Dispatch which allows the dispatcher to query the caller using pre-scripted questions and provide life-saving techniques over the phone, to maintain unit statuses, and to document all information regarding the call and the response. The system interfaces with the 9-1-1 system and houses the mapping system that shows where the call is originating from along with the ambulance locations.

The current system does not provide some needed features that would speed up gathering vital information such as:

- Will not make recommendations from the medical dispatch system for fire department response to medical calls
- If the call is placed on hold and another dispatcher picks up, the screen will not transfer to the new dispatcher's position
- Does not provide an audible alert for caution notes (or fire preplans) that have been attached to a caller or address so the dispatcher has to search for this information
- Automatic measuring of distance from scene to fire hydrants

In addition Tiburon has provided poor customer service since commencement and is increasing the annual maintenance fee by \$1,500.00 – \$2,000.00 annually through 2016.

COMPLETION

The RFP has been reviewed by the county attorney. The selected vendor must be certified with the Intrado/9-1-1 system.

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
Sheryl Bracewell
Director

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

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

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

Veterans Services
Karen Haworth
Director

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

"One Team, One Goal, One Mission"

Department of Public Services

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



Tony Gomillion, Director

To: Santa Rosa County Board of County Commissioners
From: Sheryl Bracewell, Director, Emergency Management
Through: Tony Gomillion, Director, Public Services
Re: Emergency Call Notification System Upgrade
Date: October 24, 2013

RECOMMENDATION

The Board of County Commissioners approves an upgrade to the Reverse 911 system from a stand-alone system to a web based version in the amount of \$12,944. Current costs for this system are \$11,710 annually; consequently, the upgrade will cost an additional \$1,240.

BACKGROUND

The present Reverse 911 system is five years old. Presently we have twenty-four telephone lines designated for the system at a cost of \$4,896 annually. In addition we pay an annual maintenance fee of \$6,755. The system is used by the emergency communications center and the Sheriff's Office. The Sheriff's Office currently must connect to the system by using a VPN.

The upgrade to a web-based system will afford the use of a minimum of 500 telephone lines providing much faster message notifications to the public. It will also eliminate the need for the Sheriff's Office to utilize the VPN connection. Upgrading to the web version will also provide us with the capability to activate by computer, phone or PDA. It includes a customized self-registration portal for citizens to easily register their cell phone numbers, VoIP, and email. These funds have been requested in the current budget for the purpose of updating our mass calling service capabilities.

COMPLETION

The system will be maintained by the Emergency Management Communications Center.

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

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Sheryl Bracewell
Director

4499 Pine Forest Rd
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(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

AGENDA
PUBLIC WORKS COMMITTEE

October 21, 2013

Chairman: Commissioner Williamson

Vice Chairman: Commissioner Melvin

1. Discussion of low proposal from Pensacola Concrete Construction (PCC) in the amount of \$13,500.00 for installation of liners in two cross-drain culverts on Glover Lane.
2. Discussion of Budget Amendment to transfer \$750,000 (\$150,000 per district) from Road and Bridge Reserves to Paving Projects in the Road and Bridge budget to provide for additional dirt road paving and resurfacing of residential roads.
3. Discussion of resurfacing the following roads in Working District Five at an estimated cost of \$149,548.00:

Coquina Way
Espanola Street
Hillside Avenue
Sunset Lane
Bal Alex Avenue
Dona Drive
Brevard Street (Citrus St to Hilton Dr)
Tumbleweed Drive
Briza Del Mar Drive



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

Stephen L. Furman
Assistant
Public Works Director
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221

AVIS WHITFIELD
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
623-1569 • 939-1877

MEMO

TO: Hunter Walker, County Administrator
FROM: Avis Whitfield, Public Works Director *AW*
SUBJECT: Glover Lane Culvert Rehabilitation
DATE: October 16, 2013

Glover Lane is scheduled to be resurfaced soon and we have a double 24" culvert that needs to be rehabilitated. Open cutting to replace the culverts would result in significant traffic delays. Therefore, I recommend we accept the low proposal of \$13,500.00 from Pensacola Concrete Construction (PCC) to install liners in the culverts.

AW/lc

COST COMPARISON WORK-UP SHEET

FOR:

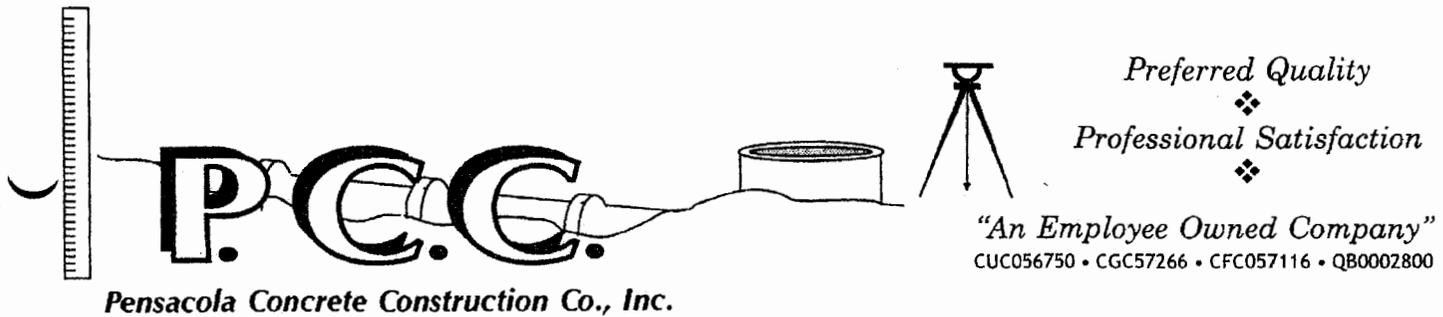
GLOVER LANE CULVERT RE-HAB DOUBLE 24"

Pensacola Concrete Construction (PCC)

Double 24" culvert re-habilitation **\$13,500.00**

South Baldwin Plumbing, Inc. (SBP)

Double 24" culvert re-habilitation **\$ 16,587.00**



Proposal Submitted To: **Santa Rosa County**

6075 Old Bagdad Highway

Milton, FL 32583

Attention: Mr. Tom Collins

RE: Double run of 24" CMP on Glover Lane just South of Berryhill Road

Pensacola Concrete Construction Company, Inc. hereby proposes to furnish all material, labor & equipment to complete in accordance with specifications.

Specifications:

Clean existing double run of 24" CMP then Install a total of approx. 75 linear feet of 24" x 9mm CIPP inside the double run of 24" CMP crossing Glover Lane just South of Berryhill Road (each run 38' in length)

Note

- *Pricing based on site being suitable for PCC & PCC's equipment.
- *Pricing excludes any point repairs or excavations.
- * Ends of pipe shall be cleared by others prior to PCC mobilization. (Ditches opened up)
- * Pricing excludes any work with asphalt, concrete, sodding or landscaping.
- *Work to be done in a workman like manner and scheduled around PCC's schedule.
- *Pricing includes pre-cleaning and post video inspection.

Payment:

- **Install approx. 75 linear feet of 24" x 9mm CIPP for the lump sum of \$13,500.00**

SBP Inc.

A COMPLETE SERVICE FOR THE SEWER INDUSTRY
2410 W. Nine Mile Road
Pensacola, FL 32534

Phone: 850-477-2913
850-476-7340
Fax: 850-477-9684

FL LIC # CFC 1425635
AL LIC # 23934
MS LIC # 12565-MC

Proposal

October 9, 2013

To: Santa Rosa County

Attn: Tom Collins

Re: 24" Storm Drain at Glover Ln

Thank you for allowing SBP, Inc. to submit the following proposal:

SBP, Inc. will provide labor, equipment, and material to clean two 24" storm drains approximately 35' long each and install CIPP Liners in each. Drains are located on Glover Ln just south of Berryhill Rd in Milton, FL.

TOTAL &16,587.00

Customer is to provide:

- 1.) Signed proposal before work begins
- 2.) Suitable access to job site.
- 3.) Water, via hydrant (metered) or equivalent.

This proposal is good for 30 days from the date of receipt.

SBP, Inc. will provide one set of Video's with TV Inspection's with Pipe-Run Graph's.

Shain A. Cheney – Vice President
SBP, Inc.

PLEASE FAX BACK TO (850) 477-9684

ACCEPTANCE OF THE ABOVE PROPOSAL AND TERMS:

Authorized Representative Signature

Date of Acceptance

Authorized Representative Printed Name

LIEN NOTICE

To owners, proprietors, landlords, construction lenders and mortgage holders: Take NOTICE that SBP is about to furnish certain materials and/or services for the construction, or for the repairing, altering or beautifying of the building(s) or improvement(s) situated on the foregoing described property. Further take NOTICE there will become due to SBP on account thereof the price of said improvements or materials, for the payment of which SBP will claim a LIEN enforceable again the improvements, land, and buildings themselves.

In the event of legal action or the services of an attorney are required in the judgment of SBP, to enforce this agreement, or to collect the sums due there under, you expressly agree to be liable for all court and other costs, including a reasonable attorneys fee. Upon the expiration of forty-five (45) days from the date of your first invoice, interest on any unpaid balance shall begin to accrue at an annualized percentage rate of eighteen percent (18%).

FOR YOUR PAYING CONVENIENCE SBP NOW ACCEPTS VISA, MASTER CARD AND AMERICAN EXPRESS AS WELL



Department of Public Works

SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

AVIS WHITFIELD

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

Stephen L. Furman
Assistant
Public Works Director
6075 Old Bagdad Hwy.
626-0191 • 994-5721 • 623-2221

Thad Allen
Superintendent
Building Maintenance/Parks
P. O. Box 864
623-1569 • 939-1877

MEMO

TO: Hunter Walker, County Administrator
FROM: Avis Whitfield, Public Works Director *AW*
SUBJECT: Funding for Additional Road Paving/Resurfacing
DATE: October 16, 2013

Several years ago we annually budgeted \$300,000.00 per district for dirt road paving and resurfacing residential roads. Budget reductions resulted in reducing that amount by 50% to \$150,000.00 per district over the last several years. Those reductions, combined with higher asphalt costs, have resulted in a growing inventory of residential roads that need to be resurfaced. Therefore, I recommend a transfer of \$750,000.00 (\$150,000.00 per district) from Road and Bridge Reserves to catch up with some of our road paving and resurfacing needs.

AW/lc



Department of Public Works

SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

AVIS WHITFIELD

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3
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Superintendent
Building Maintenance/Parks
P. O. Box 864
623-1569 • 939-1877

October 15, 2012

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

Dear Mr. Lynchard:

Please find listed below the estimated cost for resurfacing the following roads in District Five at an estimated cost of \$149,548.00:

Coquina Way	\$ 16,953.00
Espanola Street	\$ 6,882.00
Hillside Avenue	\$ 19,565.00
Sunset Lane	\$ 12,873.00
Bal Alex Avenue	\$ 16,417.00
Dona Drive	\$ 14,200.00
Brevard Street (Citrus St to Hilton Dr)	\$ 15,980.00
Tumbleweed Drive	\$ 26,772.00
Briza Del Mar Drive	\$ 19,906.00

Sincerely,

A handwritten signature in black ink, appearing to read "Avis Whitfield".

Avis Whitfield
Public Works Director

AW/lc

BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Melvin
Vice Chairman: Commissioner Lynchard

October 21, 2013

Budget:

- 1) **Budget Amendment 2013 – 160** in the amount of \$ **28,642** to carry forward funds reimbursing Peter Prince fund for signage at the Industrial Park out of General Fund.
- 2) **Budget Amendment 2014 – 027** in the amount of \$ **430** to carry forward unspent Tree Mitigation revenue and allocate to Tree Mitigation Fund Reserves in the General Fund.
- 3) **Budget Amendment 2014 – 028** in the amount of \$ **50,000** to carry forward funds for the 2013 Gateway to the Gulf project of NWFL Marine EDGE, Inc. in the Tourist Development Tax Fund as approved at the July 25, 2013 BOCC regular meeting.
- 4) **Budget Amendment 2014 – 029** in the amount of \$ **2,000** to match funds raised for Christmas in Navarre Park from District 4 Project fund Reserves in the General Fund.
- 5) **Budget Amendment 2014 – 030** in the amount of \$ **1,081,909** carrying forward the balance of ICP funds and allocating \$7,624 for a radio transmitter and \$1,074,285 to ICP Reserves in the General Fund.
- 6) **Budget Amendment 2014 – 031** in the amount of \$ **156,986** carrying forward unspent funds in the Landfill Fund for the scope of work and fee from Geosyntec consultants for the design of Cell C at Central Landfill as approved at the April 25, 2013 BOCC regular meeting.
- 7) **Budget Amendment 2014 – 032** in the amount of \$ **275,547** carrying forward unspent funds in the Landfill Fund for Phase One of the Landfill Gas Collection and Control System paid to American Environmental Group as approved at the July 25, 2013 BOCC regular meeting.
- 8) **Budget Amendment 2014 – 033** in the amount of \$ **156,730** carrying forward funds in the Landfill Fund for capital projects in the landfill department.
- 9) **Budget Amendment 2014 – 034** in the amount of <\$ **8,346**> correcting budget amendment 2014-022. This budget amendment mistakenly carried forward grant funds that had been spent in FY2013 in the Grants Fund.
- 10) **Budget Amendment 2014– 035** in the amount of \$ **392,083** to recognize the remainder of CDBG Neighborhood Revitalization Grant in the Grant Fund and allocates for expenditure to complete Navarre East Sewer Project (11DB-C5-01-67-01-N22).

- 11) **Budget Amendment 2014 – 036** in the amount of \$ **79,005** recognizing the remainder of Disaster Recovery Enhancement Funds for the Bagdad Sewer Project (12DB-P5-01-67-01-K57) in the Grants Fund.
- 12) **Budget Amendment 2014 – 037** in the amount of \$ **164,619** recognizing the remainder of the initial disaster allocation for the Bagdad Sewer Disaster Recovery Grant (10DB-K4-01-67-01-K31) and authorizes for expenditure in the Grants Fund.
- 13) **Budget Amendment 2014 – 038** in the amount of \$ **160,000** establishing the budget for Florida Defense Support Task Force grant funding for the purpose of constructing a fence between NAS Whiting Field and the Whiting Aviation Park per FDSTF agreement from the Grants Fund.
- 14) **Budget Amendment 2014 – 039** in the amount of \$ **1,905** carrying forward, in the General Fund, unspent funds for the construction of concrete pads under bleachers at Fidelis Park to the District III Project Fund Reserves.
- 15) **Budget Amendment 2014 – 040** in the amount of \$ **1,178** carrying forward, in the General Fund, unspent funds for equipment and supplies for the Pace Area Tennis Association (PATA) originally received from District I and District III Reserves.
- 16) **Budget Amendment 2014 – 041** in the amount of \$ **2,473,200** carrying forward fund balances in the Capital Projects Fund and placing in Reserves.
- 17) **Budget Amendment 2014 – 042** in the amount of \$ **8,270** funding the 2014 Gulf Consortium Proportional Share, from the General Fund, for the period October 2013 to March 2014.
- 18) **Budget Amendment 2014 – 043** in the amount of \$ **277,776** recognizing FY2011/2012 Community Transportation Grant (\$101,102), remaining FY2012/2013 Community Transportation Grant (\$158,674), and Local Match (\$18,000) and allocates for expenditure from the Grants Fund.
- 19) **Budget Amendment 2014 – 044** in the amount of \$ **22,538** recognizing State of Florida Federal Elections Grant and 15% County Matching Funds for Help America Vote Act requirements in the General Fund.
- 20) **Budget Amendment 2014 – 045** in the amount of \$ **2,969,885** carrying forward prior year Electric Franchise Fee balance: \$1,175,591 to Economic Development Reserve and \$1,794,294 to Roads/Bridges/Drainage Reserves in the Electric Franchise Fee Fund.

County Expenditure/Check Register:

- 21) Discussion of County Expenditures / Check Register

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: October 8, 2013

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 001:	001 – 3990001	Cash Carried Forward	\$ 28,642
	9000 – 59100405	To Peter Prince	\$ 28,642
Fund 405:	405 – 38100011	From General Fund	\$ 28,642
	4021 – 552001	Operating Supplies	\$ 28,642

State reason for this request:

Carries forward funds to reimburse Peter Prince for the payment of signage at the Industrial Park.

Requested by: Tammy Simmons/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-160

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 21, 2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

SUNGARD PENTAMATION
 DATE: 10/08/2013
 TIME: 10:35:33

SANTA ROSA COUNTY BOCC
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT21

SELECTION CRITERIA: 1=1 expledgr.key_orgn='4021' and expledgr.account='563001'
 ACCOUNTING PERIODS: 1/13 THRU 13/13

SORTED BY: FUND,ACCOUNT

TOTALED ON: FUND

PAGE BREAKS ON: FUND

FUND - 405 - PETER PRINCE FIELD
 DEPARTMENT - 4021 - PETER PRINCE FIELD

ACCOUNT	DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
405-540-542-4021-4021 - PETER PRINCE FIELD										
563001				OTHER IMPROVEMENTS		.00	.00		.00	BEGINNING BALANCE
	09/28/12			11-1		.00				POSTED FROM BUDGET SYSTEM
	10/29/12			13-1		637,906.00				CFP FOR MASTER PLN UPDATE
	11/08/12		V4974	21-2	00014417 PANHANDLE GRADIN		63,707.48	28	.00	PETER PRINCE TAXIWAYS
	12/10/12		V5323	21-3	00014417 PANHANDLE GRADIN		129,401.38	28	.00	PETER PRINCE TAXIWAYS
	01/15/13		V5694	21-4	00014417 PANHANDLE GRADIN		121,853.55	28	.00	PETER PRINCE TAXIWAYS
	01/24/13			13-4		43,750.00			.00	SIGNAGE AT IND PRK & PP
	02/08/13		119980	21-5	6152 NOVA ENGINEERING		4,800.00	28	.00	10111-7112142.000
	02/27/13			13-5		-29,165.00				CORRECTION
	03/01/13		V6378	21-5	00014417 PANHANDLE GRADIN		121,677.09	28	.00	PETER PRINCE TAXIWAYS
	03/18/13		V6473	21-6	00014417 PANHANDLE GRADIN		63,790.60	28	.00	PETER PRINCE TAXIWAYS
	04/08/13		V6787	21-7	551 SIGNCRAFTERS OF		21,481.50	28	.00	PETER PRINCE AIRPORT
	04/29/13		121454	21-7	6152 NOVA ENGINEERING		512.50	28	.00	PROJ# 10111712142000
	05/07/13		13001795	19-7			21,481.50	28	.00	RECLASS FRM IMP TO OPER
	05/07/13			13-8		-21,482.00				TRANS TO OPERATING
	06/11/13		122194	21-9	00020854 HATCH MOTT MACDO		275.00		.00	PROJECT# 299114
	06/25/13		13002152	19-9			-15,275.10		.00	TO REVERSE RETAINAGE ACCR
	06/27/13		13002178	19-9			275.00			RECLASS FRM IMP TO BLDGS
	07/29/13			13-10		-21,482.00			.00	TRANS FOR SIGNAGE
	09/24/13		124009	21-12	010258 B & W ELEC CONTR		2,410.00		.00	RECONNECT GATE OPENER
TOTAL				OTHER IMPROVEMENTS		609,527.00	492,877.50		.00	116,649.50
TOTAL FUND - PETER PRINCE FIELD						609,527.00	492,877.50		.00	116,649.50
TOTAL REPORT						609,527.00	492,877.50		.00	116,649.50

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

Nova Grading Plan

SUNGARD PENTAMATION
 DATE: 10/08/2013
 TIME: 10:59:40

SANTA ROSA COUNTY BOCC
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT21

SELECTION CRITERIA: 1=1 expledgr.key_orgn='4021' and expledgr.account='552001'
 ACCOUNTING PERIODS: 1/13 THRU 13/13

SORTED BY: FUND,ACCOUNT

TOTALED ON: FUND

PAGE BREAKS ON: FUND

FUND - 405 - PETER PRINCE FIELD
 DEPARTMENT - 4021 - PETER PRINCE FIELD

ACCOUNT	DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
405-540-542-4021-4021 - PETER PRINCE FIELD										
552001						.00	.00	.00	BEGINNING BALANCE	
	09/28/12					1,000.00			POSTED FROM BUDGET SYSTEM	
	12/06/12		13001473-01		000573 SANTA ROSA COUNT			250.00	LIFT STATION OPERATING PE	
	12/11/12		21-3	13001473-01	57BID2115318 000573 SANTA ROSA COUNT		.00	.00	57-Q2-945009	
	12/11/12		21-3	13001473-01	57BID2115318 000573 SANTA ROSA COUNT		.00	-250.00	LIFT STATION OPERATING PE	
	01/25/13		17-4	13002509-01	1281 DADE PAPER & BAG			804.36	6 MIC C/ LINER CORELESS R	
	01/28/13		21-4	13002509-01	119685 1281 DADE PAPER & BAG		804.36	-804.36	6 MIC C/ LINER CORELESS R	
	01/30/13		13-4			2,000.00			TRANS TO COVER SUPPLIES	
	01/31/13		17-4	13002691-01	002929 ESCAROSA SUPPLY			384.00	ENRICH POUCHES HANDSOAP	
	01/31/13		17-4	13002737-01	002929 ESCAROSA SUPPLY			384.00	ENRICH HANDSOAP POUCHES (
	02/08/13		21-5	13002737-01	119933 002929 ESCAROSA SUPPLY		384.00	-384.00	ENRICH HANDSOAP POUCHES (
	02/08/13		17-5	13002940-01	007805 DO NOT USE---USE			4.00	2 KEYS DUPLICATED	
	02/11/13		21-5	13002940-01	119923 007805 DO NOT USE---USE		4.00	-4.00	2 KEYS DUPLICATED	
	04/25/13		21-7	13002691-01	002929 ESCAROSA SUPPLY		.00	-384.00	ENRICH POUCHES HANDSOAP	
	05/07/13		19-7		13001795		21,481.50		RECLASS FRM IMP TO OPER	
	05/07/13		13-8			21,482.00			TRANS FROM IMPROV	
	07/29/13		13-10			21,482.00			TRANS FOR SIGNAGE	
	07/29/13		21-10	V8200	551 SIGNCRAFTERS OF		21,481.50		PETER PRINCE AIRPORT	
	09/12/13		17-12	13008453-01	5257 FLORIDA IRRIGATI			200.02	CHE - 24 DAMINE 2.5G HERB	
	09/16/13		21-12	13008453-01	V8741 5257 FLORIDA IRRIGATI		200.02	-200.02	CHE - 24 DAMINE 2.5G HERB	
TOTAL				OPERATING SUPPLIES		45,964.00	44,355.38	.00		1,608.62
TOTAL FUND - PETER PRINCE FIELD						45,964.00	44,355.38	.00		1,608.62
TOTAL REPORT						45,964.00	44,355.38	.00		1,608.62

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

14,321
 Airport

28,642
 Ind Park

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 15, 2013

FROM: **Airport 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:	405 – 3990001	Fund 405 Cash Carry Forward	\$ 43,750
To:	4021 – 563001	Improvements Other Than Buildings	\$ 43,750

State reason for this request:

Funds signage and replacement signage at Industrial Park (two entrances) and Peter Prince Airport from fund reserves as approved at the January 10, 2013 Commission Regular Meeting. 1/3

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-082**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: January 22, 2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of **January**, 2013.*

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: October 4, 2013

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 – 39900031	Tree Mitigation CCF	\$ 430
To:	9001 – 5990029	Tree Mitigation– Reserves	\$ 430

State reason for this request:

Carries forward unspent Tree Mitigation revenues and allocates to Tree Mitigation Fund Reserves.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-027**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Beckie Cato
Sent: Thursday, October 03, 2013 8:20 AM
To: Jayne Bell
Subject: tree fund Acct# 001-3290003

Please carry forward the end of year balance from the tree fund, Acct# 001-3290003, to this fiscal year.

Thanks,

Beckie

Rebecca Cato, AICP

Director

Community Planning, Zoning and Development

Development Services Center

6051 Old Bagdad Hwy, Suite 202

Milton, FL 32583

Office: (850) 981-7077

Cell: (850) 393-9802

How is our customer service?

<http://www.santarosa.fl.gov/customerservice/survey.html>

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.

SUNGARD PENTAMATION
 DATE: 10/04/2013
 TIME: 10:14:50

SANTA ROSA COUNTY BOCC
 REVENUE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT41

SELECTION CRITERIA: orgn.fund='001' and revledgr.account='3290003'
 ACCOUNTING PERIODS: 1/13 THRU 13/13

(INACTIVE ACCOUNTS INCLUDED)

SORTED BY: FUND,ACCOUNT,ACCOUNT,PERIOD

TOTALED ON: FUND,ACCOUNT,PERIOD

PAGE BREAKS ON: FUND

ACCOUNT DATE	T/C	RECEIVE REFERENCE	PAYER/VENDOR	BUDGET	RECEIPTS	RECEIVABLES DESCRIPTION	CUMULATIVE BALANCE
3290003 PERMIT-TREE MITIGATION							
001 - GENERAL REVENUE FUND							
3290003 PERMIT-TREE MITIGATION							
				.00	.00	.00 BEGINNING BALANCE	
09/28/12	12-1			4,750.00		POSTED FROM BUDGET SYSTEM	
10/09/12	24-1	CB000159959			20.00	.00 PLANNING ZONING	
10/11/12	24-1	CB000160186			100.00	.00 PLANNING ZONING	
TOTAL PERIOD 1				4,750.00	120.00	.00	4,630.00
11/06/12	24-2	CB000161022			100.00	.00 PLANNING ZONING	
11/27/12	24-2	CB000161708			10.00	.00 PLANNING ZONING	
TOTAL PERIOD 2				.00	110.00	.00	4,520.00
02/28/13	24-5	CB000165153			100.00	.00 PLANNING ZONING	
TOTAL PERIOD 5				.00	100.00	.00	4,420.00
06/28/13	24-9	CB000169861			100.00	.00 PLANNING ZONING	
TOTAL PERIOD 9				.00	100.00	.00	4,320.00
TOTAL PERMIT-TREE MITIGATION				4,750.00	430.00	.00	4,320.00
TOTAL FUND - GENERAL REVENUE FUND				4,750.00	430.00	.00	4,320.00
TOTAL REPORT				4,750.00	430.00	.00	4,320.00

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

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: October 4, 2013

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	107 – 3990001	Cash Carried Forward	\$ 50,000
To:	4010 – 5820028	Aid to Organizations	\$ 50,000

State reason for this request:

Carries forward funds for the 2013 Gateway to the Gulf project of NWFL Marine EDGE, Inc. in the Tourist Development Tax Fund as approved at the July 25, 2013 BOCC Regular Meeting.

Requested by: Kate Wilkes/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-028**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 21, 2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Kate Wilkes <kwilkes27@gmail.com>
Sent: Friday, October 04, 2013 9:34 AM
To: Jayne Bell
Subject: budget modification

Happy Friday Jayne!

In July you did a budget modification for me moving \$50,000 from 107 to 5820028 for NW Florida Marine EDGE, Inc. at the Marine Science Station.

They are just now requesting some funds from that. Can you move that \$50,000 into 5820028 in 2013-2014 budget? It was approved by Commission at 7/18/2013 meeting

Does this make sense? Thanks, Kate

--

Kate Wilkes
Executive Director
Santa Rosa County Tourist Development
8543 Navarre Parkway
Navarre, FL 32566
850-939-8666
kwilkes27@gmail.com
www.floridabeachestorivers.com

Please note: Due to Florida's very broad public records file, most written communication to or from County Employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication may be subject to public records disclosure.

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: October 4, 2013

FROM: **Dist. 4 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 314:	2324 – 599001	Dist. 4 Reserves	(\$ 2,000)
	2324 – 59100001	To General Fund	\$ 2,000
Fund 001:	001 – 3810003	From Dist. 4 Recreation Projects	\$ 2,000
	0013 – 5810035	NB Area Chamber of Commerce	\$ 2,000

State reason for this request:

To match funds raised for Christmas in Navarre Park from District 4 Project Fund Reserves.

Requested by: Jayne Bell /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-029**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 21, 2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS



Commissioner Jim Melvin
Santa Rosa Board of County Commissioners
6495 Caroline St., Suite M
Milton, FL 32570

Dear Commissioner Melvin,

The Navarre Chamber Christmas in the Park Committee has begun planning its tradition of decorating Navarre Park for the holidays. The park will reflect the holiday season again for its 19th year with over 80,000 beautiful lights, decorations, and a large community Christmas tree. This year's theme is "Christmas on the Sound."

December 7th will be a day of community fellowship! The current events will include a parade, photos with Santa, Mrs Claus and the Grinch, baked goods and hot cocoa, music and kid's crafts all at no charge to attendees. We anticipate well over 800 children in the park that one day, and many people enjoying the holiday displays throughout Christmas season. Chamber members sponsor many of the free events each year; crafts, parade, bakery, etc. The CITP Committee decided to keep the sponsorship amounts consistent as we have for several years.

Through your kind support in 2012, we improved 85% of the electrical wiring structure throughout the park, making it safer and more user friendly for ALL park activities (the popular Thursdays in the Park Summer Concert Series, the Annual Arts and Crafts Show, and all the other community events held in the park).

The brick paver sidewalk, pavilion and pier area east of the VIC running parallel with the sound, starting at the duck pond and continuing directly under the bridge, has been without Christmas lighting for many years due to hurricane damage. We anticipate the necessary electrical and construction material cost to be approximately \$1000 and the replacement of the lighting would be approximately \$1000 for a total request of \$2000.00.

I have attached a breakdown of sponsors for Christmas on the Sound so you can note the investment Chamber businesses and organizations make to the event. It truly is one of Navarre's most loved community celebrations. Thanking you in advance for your consideration of our request.


Regina Carter
Christmas in the Park Chairman

2013 Christmas on the Sound Committee

2013 Christmas in the Park Donors

Gulf Power	\$ 600
Santa Rosa Medical Center	\$ 500
Parade Sponsor	\$ 250
Juana's & Sailor's Grill	\$ 250
Event Sponsor	\$ 750
Individual donations	\$1000
Navarre Lumber (in kind)	\$ 250
Publix (in kind)	\$ 250
Walmart (in kind)	\$ 500
Anonymous (in kind wiring)	<u>\$2000</u>
	\$6350

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: October 8, 2013

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	\$ 1,081,909
To:	3410 – 5640012	Machinery/Equipment – ICP	\$ 7,624
	9001 – 5990013	ICP – Reserves	\$ 1,074,285

State reason for this request:

Carries forward balance of ICP funds (\$1,081,909); allocates (\$7,624) for a radio transmitter; and put \$1,074,285 into ICP Reserve account.

Requested by Sheryl Bracewell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-030

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Hunter Walker
Sent: Monday, October 07, 2013 1:50 PM
To: Sheryl Bracewell
Cc: Tony Gomillion; Jayne Bell
Subject: RE: Request to Purchase

Proceed with the purchase and Jayne will follow up with Budget Amendment at next meeting.
Hunter Walker
County Administrator

From: Sheryl Bracewell
Sent: Monday, October 07, 2013 12:50 PM
To: Hunter Walker
Cc: Tony Gomillion
Subject: Request to Purchase

Mr. Walker, we have one radio transmitter that we could not narrow-band due to age. We included it in the 2013/14 budget to replace. I have attached 3 quotes and we are requesting to purchase from CES, with the lowest quote. The purchase will come from ICP funds and was approved by the Communications Committee at the last meeting. These funds will need to be moved from ICP Reserves 9001-5990013 to ICP equipment 3410-5640012.

CES \$7,623.72
FiveStar \$9,465.00
AllCOMM \$10,847.20

Thanks,
Sheryl Bracewell, FPEM
Emergency Management Director
850-983-5360
sherylb@santarosa.fl.gov

How is our departments customer service?
<http://www.santarosa.fl.gov/customerservice/survey.html>

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 14, 2013

FROM: **Landfill**
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	\$ 156,986
To:	2400 – 531001	Professional Services	\$ 156,986

State reason for this request:

Carries forward unspent funds for the scope of work and fee from Geosyntec Consultants for the design of Cell C at Central Landfill as approved at the April 25, 2013 BOCC Regular Meeting.

Requested by: Roger Blaylock/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-031**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 21, 2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of **October**, 2013.*

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: October 14, 2013

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	\$ 275,547
To:	2400 – 564001	Machinery & Equipment	\$ 275,547

State reason for this request:

Carries forward unspent funds for Phase One of the Landfill Gas Collection and Control System paid to American Environmental Group as approved at the July 25, 2013 BOCC Regular Meeting.

Requested by Jerrel Anderson/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-032**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 21, 2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***24th*** day Of ***October***, 2013.

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: October 14, 2013

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	\$ 156,730
To:	2400 – 563001	Improvements	\$ 156,730

State reason for this request:

Carries forward funds for capital projects in the Landfill Department.

Requested by Jerrel Anderson/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-033**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***24th*** day Of ***October***, 2013.

ATTESTED:

CLERK OF THE COURTS

CHAIRMAN

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: October 15, 2013

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 - 33120061	CERT Grant	(\$ 2,634)
	104 - 33120062	Citizen Corp Grant	(\$ 5,712)
To:	6420 - 5520030	Operating Supplies - CERT	(\$ 2,634)
	6420 - 5520029	Operating Supplies - Citizen Corp	(\$ 5,712)

State reason for this request:

Correction to Budget Amendment 2014-022. Prior year (FY 2013) spent grant funds had been mistakenly recognized and allocated for expenditure.

Requested by Sheryl Bracewell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-034**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Tonya Toomey
Sent: Monday, October 14, 2013 11:01 AM
To: Jayne Bell
Cc: Jerrel Anderson
Subject: capital projects

Good Morning,

Thank you for the Roll Over Capital Projects from the last budget meeting, for the landfill enterprise fund.

However, we are still missing a few projects:

Previous Budget Modifications that need to be Rolled Forward:

1. Professional Services (2400-531001) Rollover Funds of \$156,986 for the Cell C Design to Geosytec Consultants, budget modification from May 1, 2013.
2. Machinery & Equipment (2400-564001) for \$275,547 for Phase One of the Landfill Gas Collection and Control System, budget modification on July 31, 2013.

New Capital:

1. The new budget includes \$316,270 for landfill capital projects; however, we need an additional \$156,730 to fund the requested projects.

Also for Mosquito Control capital projects, we requested \$50,550 for 2 trucks and truck radios. Do you know if that will be funded?

Thank you,

Tonya Toomey
SRC Environment Departn

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 15, 2013

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 – 3313503	CDBG Navarre East	\$ 392,083
To:	8304 – 531001	Other Contracts	\$ 32,500
	8304 – 5310016	Engineering	\$ 11,025
	8304 – 5340064	CDBG Sewer Projects	\$ 348,558

State reason for this request:

Recognizes remainder of CDBG Neighborhood Revitalization Grant funds and allocates for expenditure to complete Navarre East Sewer Project (11DB-C5-01-67-01-N22).

Requested by Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-035

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Harris
Sent: Tuesday, October 15, 2013 9:09 AM
To: Jayne Bell
Cc: Henry Brewton; 'Robin Phillips'
Subject: Budget Rollover Request - 2013/2014 - CDBG Navarre NR

Jayne,

I need a budget amendment to roll over the unspent authorization from last year's BA (2013-016) associated with the CDBG Neighborhood Revitalization Navarre East Sewer project.

104	-	3313503	CDBG Navarre East	\$ 392,083
8304	-	531001	Administration	\$ 32,500
8304	-	5310016	Professional Services - Engineering	\$ 11,025
8304	-	5340064	CDBG Sewer Projects	\$ 348,558

Recognizes remainder of CDBG Neighborhood Revitalization Grant funds for the Navarre East Sewer Project (11DB-C5-01-67-01-N22) and authorizes for expenditure.

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

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 15, 2013

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 – 3315005	CDBG Disaster Recovery Grant	\$ 79,005
To:	0792 – 531001	Other Contracts	\$ 3,900
	0792 – 5310016	Engineering	\$ 3,514
	0792 – 5340064	CDBG Sewer Projects (Bagdad)	\$ 71,591

State reason for this request:

Recognizes remainder of Disaster Recovery Enhancement Funds for the Bagdad Sewer Project (12DB-P5-01-67-01-K57).

Requested by Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-036**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Harris
Sent: Tuesday, October 15, 2013 9:10 AM
To: Jayne Bell
Cc: Henry Brewton; 'Robin Phillips'
Subject: Budget Rollover Request - 2013/2014 - CDBG Bagdad Disaster Recovery Enhancement Funds

Jayne,

I need a budget amendment to roll over the unspent authorization from last year's BA (2013-017) associated with the CDBG Bagdad Sewer Disaster Recovery (DREF) project.

104	-	3315005	CDBG Disaster Recovery Grant	\$	79,005
0792	-	531001	Administration	\$	3,900
0792	-	5310016	Professional Services - Engineering	\$	3,514
0792	-	5340064	CDBG Sewer Projects (Bagdad)	\$	71,591

Recognizes remainder of Disaster Recovery Enhancement Funds for the Bagdad Sewer Project (12DB-P5-01-67-01-K57) and authorizes for expenditure.

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

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 15, 2013

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 - 3315005	CDBG Disaster Recovery Grant	\$164,619
To:	0786 - 531001	Other Contracts	\$ 17,497
	0786 - 5310016	Engineering	\$ 8,534
	0786 - 5340064	CDBG Sewer Projects (Bagdad)	\$138,588

State reason for this request:

Recognizes remainder of the initial disaster allocation for the Bagdad Sewer Disaster Recovery Grant (10DB-K4-01-67-01-K31) and authorizes for expenditure.

Requested by Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-037

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Harris
Sent: Tuesday, October 15, 2013 9:10 AM
To: Jayne Bell
Cc: Henry Brewton; 'Robin Phillips'
Subject: Budget Rollover Request - 2013/2014 - CDBG Bagdad Disaster Recovery Project

Jayne,

I need a budget amendment to roll over the unspent authorization from last year's BA (2013-015) associated with the CDBG Bagdad Sewer Disaster Recovery project.

104 - 3315005	CDBG Disaster Recovery Grant	\$164,619
0786 - 531001	Administration	\$ 17,497
0786 - 5310016	Professional Services - Engineering	\$ 8,534
0786 - 5340064	CDBG Sewer Projects (Bagdad)	\$138,588

Recognizes remainder of the initial disaster allocation for the Bagdad Sewer Disaster Recovery Grant (10DB-K4-01-67-01-K31) and authorizes for expenditure.

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

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 15, 2013

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	104 – 33420031	Florida Defense Support Task Force Grant	\$160,000
To:	4011 – 563001	Improvements Other Than Buildings	\$160,000

State reason for this request:

Establishes budget for Florida Defense Support Task Force grant funding for the purpose of constructing a fence between NAS Whiting Field and the Whiting Aviation Park per FDSTF agreement.

Requested by Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-038

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Harris
Sent: Tuesday, October 15, 2013 9:10 AM
To: Jayne Bell
Cc: Henry Brewton; Michael Schmidt; Shirley Powell
Subject: Budget Amendment Request - FDSTF Grant for NASWF/WAP Fence

Jayne,

Please establish a budget amendment as follows:

104-33420031	Florida Defense Support Task Force Grant	\$160,000
4011-563001	Improvements other than buildings	\$ 160,000

Establishes budget for Florida Defense Support Task Force grant funding for the purpose of constructing a fence between NAS Whiting Field and the Whiting Aviation Park per FDSTF agreement.

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

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 15, 2013

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 - 3990001	Cash Carried Forward	\$ 1,905
	9000 - 59100313	To District III Capital Fund	\$ 1,905
To:	313 - 38100011	From General Fund	\$ 1,905
	2323 - 599001	Reserve for Contingencies	\$ 1,905

State reason for this request:

Carries forward unspent funds for the construction of concrete pads under bleachers at Fidelis Park to the District III Project Fund Reserves.

Requested by Tammy Simmons/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-039

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

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: October 15, 2013

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 - 3990001	Cash Carried Forward	\$ 1,178
To:	2600 - 546001	Repair & Maintenance	\$ 1,178

State reason for this request:

Carries forward unspent funds for court equipment and supplies for the Pace Area Tennis Association (PATA) originally received from District I & District III Reserves.

Requested by Tammy Simmons/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-040**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

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: October 15, 2013

FROM: **Capital Projects 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:	302-3990001	Cash Carried Forward	\$ 2,473,200
To:	0721 - 5620026	Pace Community Center	\$ 19,597
	9302 - 3990017	Future Capital Outlay	\$ 2,453,603

State reason for this request:

Carries forward fund balances in the Capital Funds and places in reserves.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-041

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

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: October 16, 2013

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	Cash Carried Forward	\$ 8,270
To:	0013 - 531001	Professional Services	\$ 8,270

State reason for this request:

Funds payment for the 2014 Gulf Consortium Proportional Share from October 2013 to March 2014.

Requested by Jayne Bell /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-042**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

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: October 15, 2013

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 001:	9001 - 599001	Reserve For Contingencies	(\$ 18,000)
	9000 - 59100104	To Grant Fund	\$ 18,000
Fund 104:	104 - 3314901	Community Transportation Grant	\$ 259,776
	104 - 38100011	From General Fund	\$ 18,000
	2310 - 5340018	Community Transportation	\$ 277,776

State reason for this request:

Recognizes FY2011/2012 Community Transportation Grant (\$101,102), remaining FY2012/2013 Community Transportation Grant (\$158,674), and local match (\$18,000), and allocates for expenditure.

Requested by: Shawn Ward/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-043**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 21, 2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October, 2013.

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: October 15, 2013

FROM: **Transportation Disadvantaged**
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:	9001 – 599001	Reserve for Contingency	\$ 18,000
	104 – 38100011	From General Fund	\$ 18,000
	104 – 3314901	Community Transportation Grant	\$ 259,775.85
TO:	9000 – 59100104	To Grant Fund	\$ 18,000
	2310 – 5340018	Community Transportation	\$ 277,775.85

State reason for this request:

Recognizes the FY2011/2012 Community Transportation Grant (\$101,101.85), the FY2012/2013 Community Transportation Grant (\$158,674) with local match (\$18,000) from the General Fund and allocates for expenditure.

Requested by Shawn Ward

BUDGET DIRECTOR ACTION

DOCUMENT NO.

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE:

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this _____ day of _____ 2013.

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: October 16, 2013

FROM: Supervisor of Elections
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 - 3341002	Help America Vote Act	\$ 19,598
	9001 - 599001	Reserve for Contingencies	(\$ 2,940)
To:	0060 - 5490039	Federal Elections (HAVA GRANT)	\$ 22,538

State reason for this request:

Recognizes State of Florida Federal Elections Grant and 15% County Matching Funds for Help America Vote Act requirements.

Requested by Tappie Villane/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-044

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***24th*** day Of ***October***, 2013.

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: October 16, 2013

FROM: **Electric Franchise Fee 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:	106 - 3990006	Balance Forward - Economic Development	\$ 1,175,591
	106 - 3990007	Balance Forward - Roads & Drainage	\$ 1,794,294
TO:	9106 - 5990015	Reserves - Economic Development	\$ 1,175,591
	9106 - 5990016	Reserves - Roads & Drainage	\$ 1,794,294

State reason for this request:

Carries forward prior year Electric Franchise Fee balances \$1,175,591 to Economic Development Reserve; and, \$1,794,294 to the Road & Drainage Reserve.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-045**

Budget Updated: _____ Allowed: _____ Forwarded: _____ Returned: _____

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/21/2013

Approved: _____ Hold: _____ Withdrawn: _____ Comment: _____

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 24th day Of October 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

No support documentation for this agenda item.

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