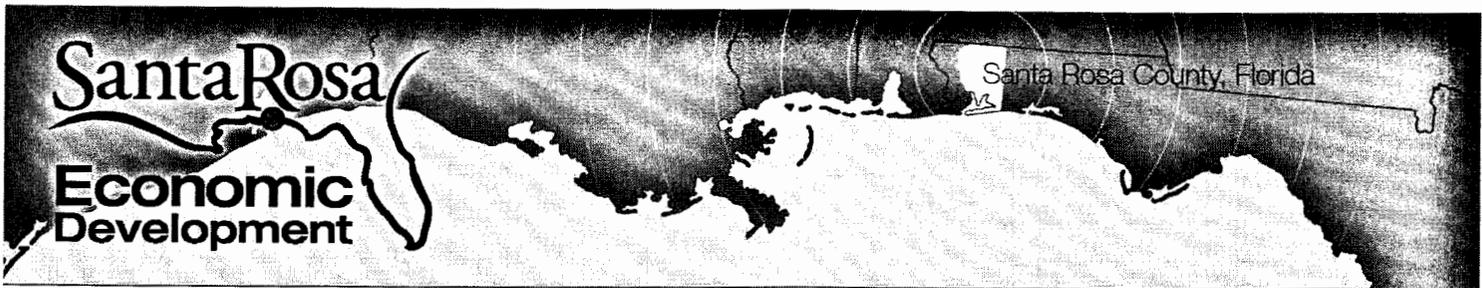


November 10, 2014

ECONOMIC DEVELOPMENT COMMITTEE

1. Recognizing Naval Air Station Whiting Field as U.S. Navy Southeast Command **Installation of the Year**
2. Discussion of soliciting proposals for sale of two acre parcel in Santa Rosa Industrial Park to facility location of building component manufacturer.
3. Discussion of extending contracts with Greystone Consulting, LLC and Barron Consulting through June 30, 2015 in the amounts of \$25,330 and \$2,400 respectively for military consultant and grants administration funded by 2015 Florida Defense Reinvestment Grant (DRG).

No support documentation for this agenda item.



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

To: Santa Rosa County Board of County Commissioners

From: Shannon Ogletree, CEcD, Director

Re: Recommendation to advertise for the sale of approximately 2 acres in the Santa Rosa Industrial Park (Project Titan)

Date: November 10, 2014

RECOMMENDATION

The Santa Rosa EDO is requesting that the Board of County Commissioners authorize staff to advertise for the sale of approximately 2 acres located in the Santa Rosa Industrial Park.

BACKGROUND

Project Titan is a building component manufacturing company that is anticipating hiring 25 employees over a 5 year period. They would like to construct a new 20 sf facility in the Santa Rosa Industrial Park. The anticipated capital investment is \$500,000.

IMPLEMENTATION

In accordance with F.S. 125, the County is required to advertise for the sale of any County owned real property. This recommendation is the first step in this process.

EDO staff will work with the County Attorney to ensure all steps associated with the process are completed as needed.



Lakes/Rivers from US Census Dept, may not match parcels exactly

MLS Listings

Parcel Sales

- 2014+ Parcel Sales
- 2013 Parcel Sales
- 2012 Parcel Sales



Santarosa County Appraiser

Parcel: 31-2N-27-0000-00124-0000 Acres: 2			
Name:	SANTA ROSA COUNTY	Land Value:	40,000
Site:	OPPORTUNITY DR	Building Value:	0
Sale:	\$100 on 2014-03 Reason=V Qual=U	Misc Value:	0
Mail:	SR COUNTY FINANCE DEPT	Just Value:	40,000
	PO BOX 472	Assessed Value	40,000
	MILTON, FL 325720472	Exempt Value	40,000
		Taxable Value	0



Santa Rosa County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. All data is subject to change before the next certified taxroll. Greg Brown Santa Rosa County Property Appraiser
 Date printed: 10/28/14 : 14:08:41

Hunter Walker

From: Sheila Harris
Sent: Wednesday, November 05, 2014 3:48 PM
To: Hunter Walker
Cc: Shannon Ogletree
Subject: Extension of Greystone and Barron Contracts / Pending DRG Award
Attachments: DRG Santa Rosa.pdf; Barron Consulting - 121213.pdf; Greystone Consulting - Final.pdf

Hunter,

Attached is the DRG Award Letter for the 2014-2015 year in the amount of \$50,000. The grant agreement has not yet been issued by Enterprise Florida but we do expect that the grant period will cover 11/13/2014-6/30/2015. I would anticipate that it will be delivered prior to the December BOCC meeting.

Based on the available grant funds, I would recommend that the contract with Greystone be renewed through June 30, 2015 in the amount of \$25,330 which is \$1,999 for the prorated month of Nov 13-Nov 30 and \$3,333 each for the months of Dec – June. Additionally, the contract with Barron can be renewed through June 30, 2015 in the total amount of \$2,400 for grant administration services. This leaves \$22,270 available to conduct the military spouse skills inventory and for military related events & functions as requested in the grant application. Attached is the current contracts with Greystone (military consultant) and Barron Consulting (DRG Grant Administrator) for services associated with the recurring DRG grants for reference.

Please let me know if you have any questions or concerns regarding this request.

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

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



October 14, 2014

Sheila Harris
Grants and Special Projects Director
Santa Rosa County
6495 Caroline Street, Suite H
Milton, FL 32570

Dear Ms. Harris:

On behalf of Governor Rick Scott and Secretary of Commerce Gray Swoope, I am pleased to inform you that the Santa Rosa County Board of Commissioners has been awarded \$50,000 under the Fiscal Year 2014-15 Defense Reinvestment Grant program. Congratulations!

The award is to be explicitly used to fund qualifying expenses associated with this project. This program is intended to foster military and community relation while protect existing military installations and diversify the economy of a defense-dependent community. Enterprise Florida will administer the grant.

You will receive a FY 2014-15 Defense Reinvestment Grant contract in the near future. Please review the document and sign indicating your agreement to the contract terms. Email one copy of the signed agreement with an updated budget reflecting the award amount, and mail 2 original hard copies to Heather Cave as soon as possible. Please note that this contract will be effective on the date EFI executes it, and that funds cannot be charged before that effective date.

Please enclose a copy of your organization's current W9 with the signed contract. Additionally, review the list of EFI Board of Directors that will accompany the contract and certify via email that no conflict of interest exists with any listed party. Should you require additional information please contact Heather Cave at 850-298-6640 or hcave@eflorida.com.

Sincerely,

A handwritten signature in black ink that reads 'Rocky McPherson'.

Rocky McPherson
Vice President, Military and Defense Programs
Enterprise Florida, Inc.

Cc: Jim Melvin

*Rick Scott,
Florida Governor
Chairman*

*Gray Swoope,
Florida Secretary of Commerce
President & CEO*

HEADQUARTERS

800 North Magnolia Avenue
Suite 1100
Orlando, Florida 32803
407-956-5600
407-956-5599

TALLAHASSEE

101 North Monroe Street
Suite 1000
Tallahassee, Florida 32301
850-298-6620
850-298-6659

**INTERNATIONAL TRADE &
DEVELOPMENT**

201 Alhambra Circle
Suite 610
Coral Gables, Florida 33134
305-808-3660
305-808-3586

CONTRACT FOR SERVICES

SANTA ROSA COUNTY ("County") and Dedrich C. Hohorst d/b/a Barron Consulting, ("Consultant") enter into this Agreement this 18th day of December, 2013.

WHEREAS, it is the desire of the County to secure and retain the services of the Consultant to act on behalf of the County as a Special Grants Administrator, both parties agree to the following:

I. SCOPE OF WORK

Consultant's duties will include administration and monitoring of County's 2013-14 Florida Defense Reinvestment Grant (DRG), including related research, documentation, reporting and similar duties. Consultant shall perform such other tasks as are mutually agreeable to the parties.

II. TERMS, FEES AND EXPENSES

The term of this agreement shall be from November 13, 2013 through November 12, 2014. This contract may be extended by an additional one (1) year period upon the agreement of both parties.

County shall pay Consultant at the rate of \$50.00 per hour for work performed pursuant to this contract. In no event, however, shall Consultant be compensated more than \$3,500 total for all work performed during the term of this agreement.

III. TERMINATION

This agreement may be terminated by either party upon providing thirty (30) days written notice to the other party.

III. GENERAL PROVISIONS

A. **Governing Law.** This agreement shall be governed by and construed in accordance with the laws of the state of Florida, but excluding the conflict of laws thereof.

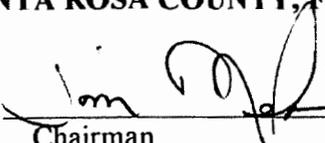
B. **Assignment.** Neither party may assign any of its rights or delegate any of its duties or obligations under this agreement without the express written consent of either party.

C. **Partial Invalidity.** In the event that any provision of this agreement shall be construed to be illegal or invalid for any reason, said legality or invalidity shall not affect the remaining provisions hereof, but such illegal or invalid provision shall be fully severable and letter agreement shall be construed and enforced as is such illegal and invalid provision had never been included herein.

E. Consultant agrees to indemnify and hold harmless County, its agents, officials, and employees for any and all claims, suits and damages arising out of the operation of this contract.

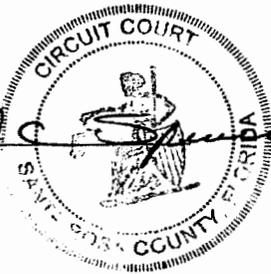
IN WITNESS WHEREOF, the parties have signed this agreement as of the day and year first above written.

SANTA ROSA COUNTY, FLORIDA

By: 
Chairman

ATTEST:


Clerk



CONSULTANT:


Dedrich C. Hohorst 12-18-13

WITNESSES:

PRINTED NAME: _____

PRINTED NAME: _____

CONTRACT FOR SERVICES

SANTA ROSA COUNTY ("County") and **GREYSTONE CONSULTING, LLC**, a Florida limited liability company, ("Consultant") enter into this Agreement this 14th day of December, 2013.

WHEREAS, it is the desire of County secure and retain the services of the Consultant to act on behalf of County as a Military Affairs Consultant, both parties agree to the following:

I. SCOPE OF WORK

Consultant will perform duties as outlined in the attached Scope of Work and shall perform such other tasks as are mutually agreeable to the parties.

II. TERMS, FEES AND EXPENSES

The term of this agreement shall be from November 13, 2013 through November 12, 2014. This contract may be extended by an additional one (1) year period upon the agreement of both parties.

Fees. County shall compensate Consultant at the rate of \$33,500.00 annually, to be paid in monthly installments.

Third Party Expenses. In addition to fees, County shall reimburse Consultant for costs and out-of-pocket expenses reasonably incurred in connection with the performance of the work, provided the expenses are approved in advance by County.

III. TERMINATION

This agreement may be terminated by either party upon providing thirty (30) days written notice to the other party.

The funding for this contract shall be from a Defense Reinvestment Grant. In the event that County no longer receives said grant, this contract shall terminate.

III. GENERAL PROVISIONS

A. Governing Law. This agreement shall be governed by and construed in accordance with the laws of the state of Florida, but excluding the conflict of laws thereof.

B. Assignment. Neither party may assign any of its rights or delegate any of its duties or obligations under this agreement without the express written consent of either party.

C. Partial Invalidity. In the event that any provision of this agreement shall be construed to be illegal or invalid for any reason, said legality or invalidity shall not affect the

remaining provisions hereof, but such illegal or invalid provision shall be fully severable and letter agreement shall be construed and enforced as is such illegal and invalid provision had never been included herein.

D. Entire Agreement. This agreement constitutes the entire agreement between the parties with respect to the subject matter hereof. It may be changed only by a written agreement signed by the parties.

E. Independent Contractors. Contractor and County are independent entities, and no agency, partnership, franchise, joint venture or employment relationship is intended or created by this Agreement. No party shall make any warranties or representations on behalf of any other party.

F. Contractor agrees to indemnify and hold harmless County, its agents, officials, and employees for any and all claims, suits and damages arising out of the operation of this contract.

IN WITNESS WHEREOF, the parties have signed this agreement as of the day and year first above written.



SANTA ROSA COUNTY, FLORIDA

ATTEST:

By: *Jim Apple*
Chairman

Daniel [Signature]
Clerk

CONTRACTOR:

GREYSTONE CONSULTING, LLC

By: *Pete Gandy*
Pete Gandy, Owner

WITNESSES:

PRINTED NAME: _____

PRINTED NAME: _____

SCOPE OF WORK

Consultant shall represent Santa Rosa County in activities concerning DoD, Dept. of the Navy, Dept. of the Air Force and any other armed forces. Consultant shall coordinate tasks and duties that sustain and grow the county's military presence, and participate in activities to enhance those activities that reduce the county's dependence on military (i.e., Whiting Aviation Park). The consultant will provide periodic reports complete with updates and recommendations to the Board of County Commissioners and other entities as directed. The goals of these activities include but are not limited to:

- Placing the county in a BRAC ready position;
- Bettering the county's relationship with military installations, state and other counties;
- Monitoring and interacting as necessary concerning Navy and county progress with respect to initial phases of land swaps and other land dispositions;
- Liaison and interact with military and prospect/existing industries as needed by County;

- Liaison and interact with chamber military affairs committees and congressional offices;

- Provide support and interaction for the multi-county Defense Support Initiative.
- Provide coordination on updating and implementation of the SRC Joint Land Use Study.

Consultant shall also provide support for events and functions that reinforce positive relations between the community and the defense community. These events and functions include:

- Annual fly-in and briefing of the appropriate training and operations Flag Officers to ensure they are aware of the progress the Navy and the county are making to protect and enhance NASWF and other surrounding installations.
- Meetings with military representatives on matters related to workforce, land use, and encroachment, and other issues as necessary; and providing information throughout the community on the positive impacts the military and DoD, its contractors, and its retirees make on the community.
- Facilitate and host, as necessary, community events that recognize the contributions made by the military, further open lines of communication between the military and civilian communities, and promote the education of the civilian and military communities on the benefits gained through active participation with each other.

Consultant shall assist the County Grant Coordinator and/or grant administrator with quarterly reports based on completed objectives and milestones including documentation of expenditures and match as well as final documentation required to close out and complete the grant. This may include coordination or oversight of volunteer hours specifically supporting events and functions that reinforce positive relations between the local community and the defense community.

November 10, 2014

ADMINISTRATIVE COMMITTEE

1. Discussion of Navarre Beach Lease policy.
2. Discussion of Interlocal Agreement with Emerald Coast Utility Authority (ECUA) for solid waste and recyclable collection services north of Yellow River effective January 1, 2015.
3. Discussion of scheduling interviews with eight (8) firms submitting proposals for lobbying/advocacy services with State of Florida.
4. Discussion of cancellation/termination of Real Property Purchase Agreement with Milton Crossings, LLC based on local option sales tax referendum.
5. Discussion of following proposals from Pegasus Engineering, LLC for preparation of Hazard Mitigation Grant Program (HMGP) grant applications for April Flooding allocation:
 - Ranchettes, Northridge and Whisper Bay subdivision drainage improvements at \$44,750 (Tier 1)
 - Villa Venyce Subdivision drainage at \$25,830 (Tier 1)
 - Patterson Lane/Pace Lane drainage at \$24,985 (Tier 2)
 - Maranantha Way/Chipper Lane drainage at \$24,985 (Tier 2)
6. Discussion of Agreement with the West Florida Regional Planning Council for annual Small Quantity Hazardous Waste Generator Assessment and Notification Program.
7. Discussion of interlocal agreement with West Florida Regional Planning Council for subsequent technical assistance task orders.
8. Discussion of Contract with Motorola Solutions, Inc. for Public Safety Radio System Upgrade to P25 Standards Digital Radio/Communications System in the amount of \$7,279,240 based on governmental contract pricing and authorize execution of relevant documents.

9. Discussion of Interlocal Agreement with Escambia County Board of Commissioners for shared use of P25 public communications system and authorize execution of relevant documents.
10. Discussion of proposed joint US Environmental Protection Agency (EPA) and US Army Corps of Engineers definition of "Waters of the United States" and impact on counties.
(Monday Action)
11. Discussion of scheduling public hearing on amendment to Ordinance 2005-37 suspending transportation impact fees for 2015.
12. Discussion of completion of multi-use path on East Bay Boulevard using Area 3 transportation impact fee revenue.
13. Discussion of employment services agreement with Stephen Furman to the position of Public Works Director effective July 1, 2015
14. Discussion of Amendment to Florida Department of Environmental Protection Agreement for time extension of Recreational Trails Program grant for Bagdad Mill Site.
15. Discussion of appointment of Commissioner or designee to Tri-County Community Council, Inc. Board of Directors.
16. Discussion of proposed equipment, replacement vehicles and related capital purchases for FY2014-2015.
17. Discussion of 3rd Annual Kite Fest on January 17, 2015 at Navarre Beach Park.
18. Discussion of annual renewal of Permit to Provide Advanced Life Support (ALS) non-transport emergency response services to Midway Volunteer Fire Department.
19. Discussion of annual renewal of Permit to Provide Advanced Life Support (ALS) non-transport emergency response services to Pace Volunteer Fire Department.
20. INFO ONLY: Public Hearing items scheduled for 9:30 a.m. Thursday, November 13, 2014:

Vacation of the unnamed right-of-way between Lots 1-6 and Lots 7 and 10, Block 641 in the Avalon Beach Subdivision, Plat Book "A", Pages 1-10.



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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

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

M E M O R A N D U M

TO: Board of Commissioners

FROM: Hunter Walker, County Administrator

DATE: November 5, 2014

SUBJECT: Navarre Beach Lease Fee

Find attached information from Finance Director Michael Burton on history and status of the Navarre Beach lease fees. Also attached is the letter from the Florida Office of the Attorney General on this matter.

This matter will be on the November 10, 2014 Committee-of-the-Whole agenda. Call with questions.

Navarre Beach Leases Memo

Purpose: To document the understanding of lease fees collected on Navarre Beach properties.

Background:

Santa Rosa County leases the properties on Navarre Beach from Escambia County for \$60,000 of TDT revenues a year. Santa Rosa County in turn leases the land to individuals and/or entities. There are two basic types of leases: residential and commercial. Residential lease can be broken down into Master leases and Additional 5% leases.

Timeline:

1956 – Santa Rosa County began leasing Navarre Beach from Escambia County

1991 – Navarre Beach became part of Santa Rosa County

2001 – Navarre Beach properties became subject to Ad Valorem taxes on improvements.

2001 – Santa Rosa County implemented a lease credit policy.

2002 – A portion of land value was assessed in the value of condo owners' properties.

2006 – Navarre Beach properties became subject to Ad Valorem taxes on land and improvements.

2001-2013 – Navarre Beach leaseholders filed suit over ad valorem taxation.

2014 – Supreme Court ruled in the County's favor of taxation of property values.

Residential Leases

Santa Rosa County has entered into master lease agreements with individuals. The term for these leases is 99 years and is renewable for another 99 years. Individuals who hold these leases can assign their lease to others under the same terms as the original master lease. The lease fees are billed annually based on the anniversary date of the master lease agreement. These leases are eligible for a lease fee credit under the County's lease credit policy passed in 2001.

There are three basic types of residential master leases:

Fixed fee – Provides that the land that is covered by the master lease will incur a fixed lease amount, regardless of the number of assigned leases, developed properties or homes built on the property.

Variable rate – Lease fee is determined as a percentage of the sales price or the assessed value, whichever is greater. The lease fee is initially calculated when the property sells and stays at this rate. In the case of undeveloped property, the lease fee is recalculated once the property is improved.

Ad Valorem – The lease fee is calculated based on the current year's millage rate for ad valorem taxes. This lease fee changes annually.

Additional 5% Leases

Some properties on Navarre Beach have a clause within the original master lease agreement that states that they are required to pay 5% of the revenues collected to Santa Rosa County in the event they rent out their property. These lease fees are not eligible for a lease fee credit.

Commercial Leases

Commercial lease holders are required to submit monthly payments that are based upon a percentage of their gross receipts. These lease fees are not eligible for a lease fee credit.

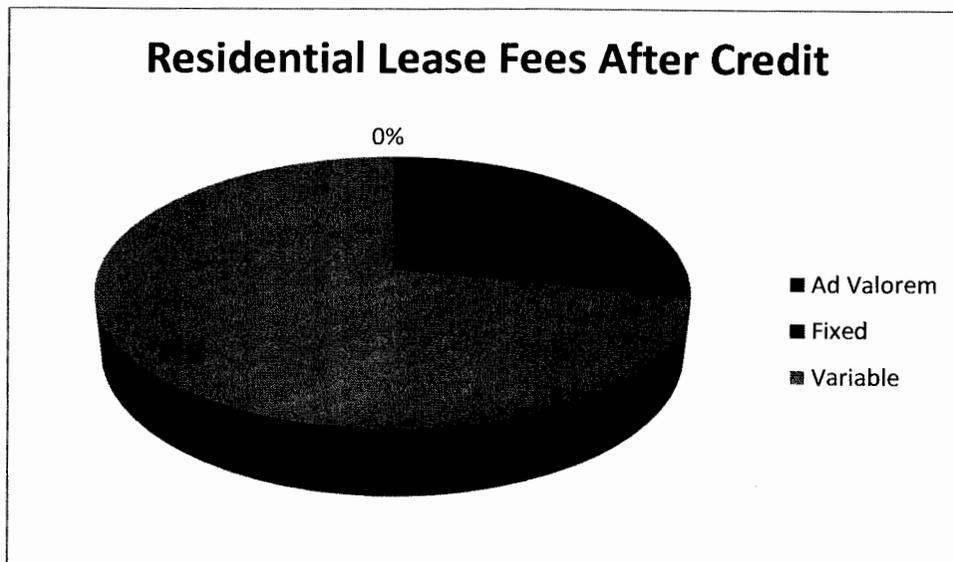
Navarre Beach Lease Fee Breakdown

	2014		
	Gross Revenues	Credits	Net Revenue
Commercial Lease Fees	279,043.94	-	279,043.94
Additional 5% Lease Fees	221,900.76	-	221,900.76
Residential Lease Fees	1,255,729.02	(761,116.68)	494,612.34
	1,756,673.72		995,557.04
	2013		
	Gross Revenues	Credits	Net Revenue
Commercial Lease Fees	245,627.87	-	245,627.87
Additional 5% Lease Fees	225,848.17	-	225,848.17
Residential Lease Fees	1,261,118.31	(710,597.94)	550,520.37
	1,732,594.35		1,021,996.41
	2012		
	Gross Revenues	Credits	Net Revenue
Commercial Lease Fees	202,013.80	-	202,013.80
Additional 5% Lease Fees	213,299.67	-	213,299.67
Residential Lease Fees	1,305,627.33	(683,565.16)	622,062.17
	1,720,940.80		1,037,375.64
	2011		
	Gross Revenues	Credits	Net Revenue
Commercial Lease Fees	212,576.55	-	212,576.55
Additional 5% Lease Fees	116,418.81	-	116,418.81
Residential Lease Fees	1,350,471.65	(639,407.29)	711,064.36
	1,679,467.01		1,040,059.72
	2010		
	Gross Revenues	Credits	Net Revenue
Commercial Lease Fees	148,729.27	-	148,729.27
Additional 5% Lease Fees	144,926.27	-	144,926.27
Residential Lease Fees	1,467,483.52	(599,031.24)	868,452.28
	1,761,139.06		1,162,107.82
	2009		
	Gross Revenues	Credits	Net Revenue
Commercial Lease Fees	191,496.70	-	191,496.70
Additional 5% Lease Fees	107,943.83	-	107,943.83
Residential Lease Fees	1,606,421.32	(720,399.10)	886,022.22
	1,905,861.85		1,185,462.75

There are 2,013 active accounts that are being billed broken down as follows:

	Number of Accounts	Largest Billing	Lowest Billing	Average Billing	Additional 5%
Ad Valorem	174	7,013.86	589.96	3,082.79	0
Fixed	965	9,843.75	87.50	293.98	239
Variable	874	9,952.06	100.00	785.69	467
Overall	2,013	9,952.06	87.50	599.85	706

There were only 67 accounts that actually paid the additional 5% in 2014.



Example of lease fee credit calculation form.

- The form on the left is an actual calculation of an existing leaseholder's lease credit for 2013.
- The form on the right shows what the calculation would have been prior to ad valorem taxation of land in 2006.

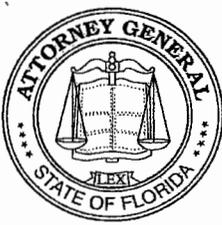
2013	Lease Fee Credit Calculation	2013	Lease Fee Credit Calculation
Lease Holder: <u>VARIABLE RATE LEASE</u>		Lease Holder: <u>VARIABLE RATE LEASE</u>	
Account: _____		Account: _____	
Location: _____		Location: _____	
Parcel: _____		Parcel: _____	
	\$ 84,050.00 Value of Improvements (50,000.00) Less: Homestead Exemption <hr/> 34,050.00 Taxable Value Improvements x 0.0138433 Tax rate 471.36 Ad Valorem Tax Improvements <hr/> 540.00 Lease Payment <hr/> (1) \$ 1,011.36 Ad Valorem Tax Improvements and Lease Payment		\$ 84,050.00 Value of Improvements (50,000.00) Less: Homestead Exemption <hr/> 34,050.00 Taxable Value Improvements x 0.0138433 Tax rate 471.36 Ad Valorem Tax Improvements <hr/> 540.00 Lease Payment <hr/> (1) \$ 1,011.36 Ad Valorem Tax Improvements and Lease Payment
	\$ 33,250.00 Value of Property 84,050.00 Add: Value of Improvements (50,000.00) Less: Homestead Exemption <hr/> 67,300.00 Taxable value x 0.0138433 Tax rate <hr/> (2) \$ 931.65 Ad Valorem Tax Property & Improvements		\$ - Value of Property 84,050.00 Add: Value of Improvements (50,000.00) Less: Homestead Exemption <hr/> 34,050.00 Taxable value x 0.0138433 Tax rate <hr/> (2) \$ 471.36 Ad Valorem Tax Property & Improvements
	<hr/> \$ 460.29 Balance Due on Lease Payment		<hr/> \$ (0.00) Balance Due on Lease Payment
	<hr/> \$ 79.71 Credit or Refund		<hr/> \$ 540.00 Credit or Refund

Commercial Lease Fee Breakdown by Year

2014		2011	
Holi Corp	11,000.00	Cocodries	26,689.71
Juana's	156,567.64	Holi Corp	11,000.00
Navarre Beach Ski	7,848.33	Juana's	108,828.96
Rocco's	36,913.48	Navarre Beach Ski	7,561.29
Sandy Bottoms	5,341.02	RMH Enterprise	434.18
TC's Coastal	17,216.18	Sandy Bottoms	26,271.40
The Fun Store	898.61	The Fun Store	65.96
Tom Thumb	43,258.68	Tom Thumb	27,235.05
	<u>279,043.94</u>	Water Slide	4,490.00
			<u>212,576.55</u>
			<u>212,576.55</u>
2013		2010	
Cocodries	500.00	Cocodries	3,000.00
Holi Corp	11,000.00	Holi Corp	11,000.00
Juana's	147,324.97	Juana's	94,540.37
Navarre Beach Ski	7,447.86	Navarre Beach Ski	1,559.24
Rocco's	10,527.66	RMH Enterprise	394.29
Sandy Bottoms	28,136.01	Sandy Bottoms	8,496.52
The Fun Store	394.38	Tom Thumb	29,738.85
Tom Thumb	40,296.99		
	<u>245,627.87</u>		<u>148,729.27</u>
			<u>148,729.27</u>
2012		2009	
Cocodries	1,845.63	Cocodries	35,758.26
Holi Corp	11,000.00	Holi Corp	11,000.00
Juana's	122,067.64	Juana's	97,412.95
Navarre Beach Ski	5,160.40	Navarre Beach Ski	5,060.01
RMH Enterprises	2.55	RMH Enterprise	707.05
Sandy Bottoms	26,488.05	Sailors Grill	8,668.01
The Fun Store	517.64	Sandy Bottoms	10,463.65
Tom Thumb	34,931.89	The Fun Store	3.51
	<u>202,013.80</u>	Tom Thumb	22,423.26
			<u>191,496.70</u>
			<u>191,496.70</u>

Commercial lease terms of existing lessees

Lease No		
Juana's	5% of gross revenue	\$100 a month
Sailors Grill	5% of gross revenue	\$250 a month
Rocco's	3% of gross revenue	\$250 a month
Tom Thumb	2% of gross revenue and .005 gallon	\$2,400 a year
TC's Coastal	3.1% of gross revenue	none
The Fun Store	3% of gross revenue	\$250 a month
Holi Corp	5% of first \$25k in rents 3% of rest 2% of gross revenue (food, beverage, and ancillary)	\$11,000 a year



STATE OF FLORIDA

PL 01 The Capitol
Tallahassee, Florida 32399-1050
Telephone (850) 245-0158
Fax (850) 922-3969

PAM BONDI
ATTORNEY GENERAL

October 1, 2014

Mr. Roy V. Andrews
Santa Rosa County Attorney
6495 Caroline Street, Suite M
Milton, Florida 32570-4592

Dear Mr. Andrews:

This office is in receipt of your correspondence of September 26, 2014, requesting an Attorney General's Opinion. Specifically, you have asked "whether the [Santa Rosa] County may validly effectuate the Navarre Beach lease fee policy (a copy of which you attach) or otherwise offset, reduce or eliminate the lease fees payable under the existing leases in light of the payment by the leaseholders of ad valorem taxes." Attorney General Bondi has asked me to respond.

After reviewing the material you have forwarded, it does not appear that this is a matter upon which this office may comment. The Florida Attorney General is statutorily limited to providing legal opinions and advice to governmental agencies on questions of state law relating to their own duties and responsibilities.¹ This office has no authority to review and comment on the validity of local legislation or policy.

In addition, this office addressed a similar question in Attorney General Opinion (AGO) 2008-43 and, in light of the recent Florida Supreme Court case of *Accardo v. Brown*,² would suggest that the discussion and conclusion therein are equally applicable to the situation you present. As AGO 2008-43 states:

While the [Santa Rosa Island] [A]uthority may characterize this payment as an offset of lease fees, the reduction in those fees has the effect of a tax exemption and as such is unconstitutional since such an exemption is not within the provisions of the Florida Constitution.

¹ See s. 16.01(3), Fla. Stat., and Department of Legal Affairs Statement of Policy Concerning Attorney General Opinions (available at www.myfloridalegal.com).

² 139 So. 3d 848 (Fla. 2014).

Mr. Roy V. Andrews
Page Two

Further:

This office has previously concluded that exemptions from ad valorem taxation must be strictly construed as found in the Florida Constitution.³ It has been judicially determined that the Constitution, having specified those tax exemptions which are allowed, excludes all others.⁴

That opinion concludes:

[I]t is my opinion that the Santa Rosa Island Authority has no authority to offset lease fees payable to the authority from commercial leaseholders equal to ad valorem taxes collected against commercial leaseholders as such action would amount to an exemption from taxes where the exemption has no constitutional basis.

I trust that these informal comments will assist you in advising your client, the Santa Rosa County Board of Commissioners.

Sincerely,



Gerry Hammond
Senior Assistant Attorney General

GH/tsh

³ See Ops. Att'y Gen. Fla. 74-243 (1974) (exemptions from taxation limited to property which is held or used for a purpose recognized by the Constitution and laws as being exempt) and 76-129 (1976) (legislative power to alter tax provisions is limited to that expressed in the Constitution).

⁴ *Lanier v. Tyson*, 147 So. 2d 365 (Fla. 2d DCA 1962).

No support documentation for this agenda item.



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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

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

M E M O R A N D U M

TO: Board of Commissioners

FROM: Hunter Walker, County Administrator

DATE: November 4, 2014

SUBJECT: Legislative Lobbying Services

The Procurement Department received proposals from eight (8) firms for above cited services. Copies of these proposals have been delivered to your offices for your review.

This matter will be on the November 10, 2014 Committee-of-the-Whole meeting for discussion. I expect the Board will schedule a called meeting prior to the December 8, 2014 Committee-of-the-Whole meeting to have contract in place shortly after the first of the year.

Please contact this office with questions.

**NOTICE TO BIDDERS
REQUEST FOR PROPOSALS FOR LOBBYING SERVICES**

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting proposals for lobbying services on the state level. All submitters must be qualified to provide professional lobbying services with the executive and legislative branches of the Florida State Government.

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., November 4, 2014. All proposals shall be sealed and clearly labeled, "**RFP- Lobbying Services.**" Submittals shall include one (1) original, eleven (11) copies of the proposal, and one (1) CD with the full proposal included, (each document must be in an individual PDF format file). Only proposals received by the aforesaid time and date will be considered. Proposals received after the time set for opening will be rejected and returned to the submitter.

Questions concerning this request should be directed to the Santa Rosa County Administrator, Hunter Walker, at (850) 983-1855.

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

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

BID OPENING
November 4, 2014
Milton, Florida

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

The purpose of the meeting was to open proposals for lobbying services; submittals were received from the following:

LOBBYING SERVICES:

1. Capital Solutions, LLC
2. Peebles & Smith
3. The Advocacy Group at Cardenas Partners, LLC
4. Gray/Robinson, Attorneys at Law
5. Johnson & Blanton
6. Southern Strategy Group
7. Ballard Partners, Inc.
8. Bryant Miller Olive

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November 4, 2014
Milton, Florida

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5. Johnson & Blanton
6. Southern Strategy Group
7. Ballard Partners, Inc.
8. Bryant Miller Olive

Hunter Walker

From: Brian DeMaria <brian@digital-secure.com>
Sent: Wednesday, November 05, 2014 8:21 AM
To: Hunter Walker; Roy Andrews
Cc: jwm esclaw.com
Subject: Pea Ridge Contract
Attachments: MiltonCrossing SRCounty Purchase Agreement 03 21 14.pdf

Hunter and Roy,

Good morning, it was an election of note with good turnout and strong feelings voiced.

Based on results I plan to terminate my contract with Charter Bank on the Pea Ridge parcel but would like to request a corresponding cancelation of the Milton Crossing agreement attached from the county as soon as possible.

My attorney John Monroe is out of town until Monday otherwise I would ask him to handle this directly with you.

Very Truly,
Milton Crossings LLC
Quality Investments & Brokerage Inc.

Brian DeMaria

Brian DeMaria, President

850-470-0961 Office
850-698-5413 Cell
850-470-0814 Fax

www.Qibrealestate.com

REAL PROPERTY PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT (this "Agreement") is made as of this 2nd day of March, 2014, by **MILTON CROSSINGS, LLC**, a Florida limited liability company (herein "Seller"), and **SANTA ROSA COUNTY**, a political subdivision of the State of Florida, ("Purchaser").

1. **Property.** Seller agrees to sell and convey and Purchaser agrees to purchase and pay for, on the terms and conditions contained in this Agreement, certain real property located in Santa Rosa County, Florida, more particularly described in **Exhibit "A"**, attached hereto as a part hereof, together with all improvements thereon and all rights, privileges, easements and appurtenances thereto, (collectively, the "Property").

2. **Purchase Price.** The purchase price for the Property is \$1,410,768.75 (subject to adjustment as set forth below), payable as follows:

a. \$10,000.00 deposited with Emmanuel, Sheppard & Condon, as Escrow Agent ("Escrow Agent");

b. \$1,400,768.75 (balance of Purchase Price), subject to adjustments and prorations as provided in this Agreement, by certified or cashier's check, payable at the closing and upon delivery of Seller's deed as hereinafter provided.

c. The Purchase Price is based on the tiered purchase prices as outlined in Charter Bank's response to Seller's RFP for Courthouse sites dated November 12, 2013, ("RFP Response"). The Purchase Price stated herein assumes 22.46 acres. The exact legal description for the property will be determined by survey and should the number of actual acres differ, the purchase price shall be adjusted based on the tiered prices outlined in the RFP Response.

3. **Title and Survey Matters.** Within 60 days after the date of this Agreement, Purchaser shall cause a commitment for title insurance (the "Commitment") with respect to the Property in the amount of the Purchase Price to be issued through a title insurer of Purchaser's choice. Purchaser recognizes that Seller is not currently the fee title holder of the Property but has a valid and binding contract to purchase the fee title to the Property plus the adjoining property (defined hereinafter), from Charter Bank (the "Charter Bank Contract"). If the Commitment shows that Charter Bank does not have title to the Property in fee simple, or that the Property is subject to any title defects, liens or mortgages that will not be paid or released at or prior to closing, or to any easements, rights-of-way, covenants, conditions, reservations or restrictions that will impair Purchaser's ability to use the Property for its current use, then Purchaser shall give Seller written notice thereof within 20 days after the date of receipt of the Commitment, or the same shall be deemed to have been waived by

Purchaser. Any such defects, liens, encumbrances, easements, rights-of-way, covenants, reservations or restrictions that are set forth in such written notice are hereinafter referred to as a "Title Objection".

Seller shall have 120 days from the receipt of such notice to remove such title defects, failing which Purchaser shall have the option of either accepting the title as it then is or demanding a refund of deposit(s) paid which shall immediately be returned to Purchaser thereupon, Purchaser and Seller shall release one another of all further obligations under the Contract. Seller shall use his best efforts to correct defects in the title within the time provided for, including the bringing of necessary suits, except that any Title Objection which is a monetary lien that can be satisfied out of the closing proceeds will be so satisfied.

Seller shall obtain a survey of the Property as soon as possible after the date of this Agreement, and will furnish a copy of the same to Purchaser. Any defect disclosed by such survey will be treated the same as a title defect, such that if Purchaser gives notice thereof to Seller within 20 days after the date of receipt of the survey, such defect will be considered a Title Objection; otherwise, the same shall be deemed to have been waived by Purchaser.

4. **Conveyance.** At the closing, Seller shall execute and deliver to Purchaser the following documents:

a. Its general statutory warranty deed, conveying to Purchaser marketable title to the Property in fee simple, free and clear of all liens and encumbrances except the following (the "Permitted Exceptions"): (a) real estate taxes and assessments which are not due and payable as of the date of the closing, (b) all easements and rights of way, whether or not written or of record, (c) all covenants, conditions, reservations and restrictions of record, (d) rights of tenants in possession, and (e) building, zoning, land use and environmental laws, statutes, ordinances, codes, resolutions and regulations;

b. A non-foreign seller affidavit;

c. A standard seller's title affidavit with respect to parties in possession, construction liens and unrecorded or intervening title matters.

5. **Prorations and Expenses.** Real estate taxes, impounds and assessments will be prorated at closing based on the most recent tax bills available.

6. **Closing Costs.** Seller shall pay for the expense of a boundary survey, settlement fee real estate professionals' fee (if any) and for documentary stamps on the deed. Purchaser shall pay title insurance search fees, and premiums and all recording fees. Each party shall pay their respective attorney's fees.

7. **Closing.** The closing for the payment of the purchase price and delivery of

Seller's deed shall be held at a location of Purchaser's choice, on or before December 31, 2014.

8. **Possession.** Exclusive possession of the Property shall be delivered to Purchaser at the closing, subject to the Permitted Exceptions.

9. **Due Diligence Period.** Seller shall make the Property available for inspection by Purchaser during the first one hundred fifty (150) days after the date of this Agreement (the "Due Diligence Period"), and Purchaser may, at Purchaser's sole risk and expense, undertake an inspection of the Property during that time, and to make such market and feasibility studies, soil borings and tests as Purchaser deems necessary to determine the suitability of the Property for the purchase contemplated herein, provided such tests do not materially damage the Property materially.

Purchaser shall have the right to examine all documents, records and other matters and things related to the Property, including permits, any existing survey or existing title insurance policies, easement agreements, leases, copies of service contracts, warranties, utility servicing agreements, zoning classification and all other documents or items relating to the construction, operation, occupancy and maintenance of the Property. Seller shall make available to the Purchaser, within 10 days following the acceptance of this Agreement, all of the items herein described which are within the possession or control of Seller so as to facilitate Purchaser's prompt and full evaluation of the Property.

Purchaser shall indemnify and hold harmless Seller from all claims, liabilities, costs and expenses incurred by Seller and arising from any entry on or activities conducted upon the Property by Purchaser or its officers, employers or contractors. If Purchaser is not satisfied in its sole discretion with the results of its inspection of the Property, Purchaser may terminate this Agreement by giving written notice of termination to Seller by not later than the expiration date of the Due Diligence Period, and upon such termination, the earnest money deposit shall be returned to Purchaser and both parties shall thereupon be relieved of all further obligation and liability under this Agreement. Purchaser shall keep the results of all such environmental inspections confidential, except to the extent required by law.

Seller states that they are not aware of any condition of the property which might cause the property to be in violation of any state or federal environmental rules, regulations or laws.

10. **Representations as to Environmental and Hazardous Wastes.** Seller represents that, to the best of its knowledge, without inquiry, the following statements are true and correct:

a. **Environmental.** No hazardous or toxic materials, substances,

pollutants contaminants or wastes have been released disposed of at, on or near the Property, nor has the Property been used at any time by any person as a landfill of a waste disposal site.

b. **Hazardous Wastes.** There are no hazardous substances as defined by the Comprehensive Environmental U.S.C. 9602(14), pollutants or contaminants as defined in CERCLA, 42 U.S.C. 9604(A)(2), or hazardous wastes as defined in the Resource Conservation and Recovery Act ("RCRA"), 42 U.S.C. Sec. 6903(5), or other similar applicable federal or state laws and regulations, including regulations, including, but not limited to, asbestos, PCBs and urea formaldehyde, have been generated, released, stored or deposited over, beneath or on the Property or on or in any structures located on the Property from any source whatsoever by Seller, its predecessors in interest in the Property or any other person.

c. **Environmental Assessments.** During the term of this contract, Seller shall supply to Purchaser copies of any environmental studies, audits, reports or the like which come into its possession. Such copies shall be supplied within ten (10) days of Seller's receipt thereof.

11. **Risk of Loss and Condemnation.** The risk of loss or damage to the Property from casualty or condemnation prior to the Closing shall be borne by the Seller.

12. **Ingress and Egress.** Seller warrants and represents that there is ingress and egress to the Real Property sufficient for its intended use.

13. **Sale Contingencies.** The parties understand and agree that Purchaser has entered into this contract with the intent of constructing a courthouse or judicial facility on the Property and that such construction shall be financed by a sales tax in Santa Rosa County, Florida, which would have to be passed by referendum of the electorate. This contract is contingent upon passage of the said sales tax referendum. In the event that the contemplated sales tax referendum fails, or is not placed on the ballot for any reason or if the contemplated sales tax is not implemented for any reason, then, at the option of the Purchaser, this contract shall expire and Purchaser's earnest money deposit shall be refunded to it. This contingency need not (and shall not) be completed within the Due Diligence Period otherwise outlined in this Agreement but must be satisfied by November 21, 2014.

This contract is further contingent upon Purchaser obtaining, during the Investigation Period, conditional use approval for the construction of a courthouse on the Property. In the event that such approval is not sought or is not granted during the Investigation Period, then, at the option of the Purchaser, this contract shall expire and Purchaser's earnest money deposit shall be refunded to it.

Further, the parties acknowledge that the intended use of this property by the Purchaser is for a courthouse or judicial facility. If at any time prior to November 21, 2014, Purchaser shall determine, in its sole discretion that the property is unsuitable or unacceptable for use as a courthouse or judicial facility, then it may cancel this contract without penalty and Purchaser's earnest money deposit shall be refunded to it.

14. **Notices.** Any notice required or permitted to be given to a party under this Agreement, shall be deemed given when received if sent by any of the following means: U.S. certified mail, postage prepaid, return receipt requested; reputable overnight courier; facsimile transmission; or hand delivery; addressed as follows:

To Seller: Milton Crossings, LLC
Attn: Brian DeMaria
2539 Bayou Boulevard
Pensacola, Florida 32503

With copy to: John W. Monroe, Jr.
Emmanuel, Sheppard & Condon
30 S. Spring Street
Pensacola, Florida 32502

To Purchaser: Hunter Walker, County Administrator
Santa Rosa County, Florida
6495 Caroline Street, Suite M
Milton, Florida 32570

Either party may, from time to time, change its mailing address by written notice to the other party at its then current mailing address in accordance with the provisions of this Paragraph

15. **Binding Effect: No Assignment.** This Agreement shall be binding upon and inure to the benefit of Seller and Purchaser and their respective successors and assigns. Purchaser may assign its rights under this Agreement to any third party, provided Purchaser gives written notice thereof to Seller.

16. **Entire Agreement: Governing Law.** This Agreement, together with all exhibits hereto and any other documents executed and delivered pursuant to the provisions hereof, contains the entire agreement of the parties hereto with respect to the subject matter hereof. No representations, inducements, promises or agreements, oral or otherwise, between the parties not embodied herein or in such letter of understanding will be of any force or effect unless contained in a written amendment to this Agreement executed by both Seller and Purchaser. This Agreement shall be construed in accordance with the laws of the State of Florida.

17. **Default.** In the event Purchaser fails or refuses to close the purchase of the Property and pay the purchase price in accordance with this Agreement, Seller's sole remedy will be to notify Escrow Agent to pay the earnest money deposit to Seller, and immediately upon receipt of such notice, Escrow Agent will pay the deposit. If for any reason Seller fails or refuses to close the purchase of the Property in accordance with this Agreement, other than failure of Seller to make Seller's title marketable as required above, Purchaser may seek specific performance of this Agreement or elect to receive the return of Purchaser's deposit(s) without thereby waiving any action for damages resulting from Seller's breach.

18. **Attorneys' Fees.** In the event any dispute between the parties hereto should result in litigation, the prevailing party will be reimbursed for all reasonable costs, fees and expenses incurred by the prevailing party in connection therewith, including, but not by way of limitation, reasonable attorneys' and legal assistants' fees before trial, at trial, after trial, on appeal and in bankruptcy proceedings.

19. **Counterparts.** This Agreement may be executed in several counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument, and in making proof hereof, it shall not be necessary to produce or account for more than one counterpart.

20. **Time is of Essence.** Time is of the essence of all provisions of this Agreement. If the last day of any period of time specified in this Agreement falls on a weekend or legal holiday, such period shall be extended through the end of the next business day.

21. **Development Cooperation.** The parties hereto recognize that Seller, as owner of adjoining property ("Adjoining Property") lying west of the Property, intends to develop such Adjoining Property in the future. The parties further recognize that the timing of the development on the Adjoining Property and the Property may not occur simultaneously and also recognize that it may be to the mutual benefit of both parties to share the benefits, burden and expenses of certain improvements to be constructed on the Adjoining Property and the Property. Accordingly, the parties hereto agree that each will adhere to the Santa Rosa County Land Development Code as it pertains to interconnectivity among commercial developments and shall strive to provide in favor of the other reciprocal easements for ingress and egress over paved and designated driveways as such are developed or relocated from time to time on the Adjoining Property and the Property. Further, Purchase and Seller acknowledge that a single shared storm water retention facility may be beneficial to allow for the maximum development of both parcels and therefore agree that the first of Seller or Purchaser to develop their respective parcels, shall strive to place such storm water retention facility at a location to allow for expansion to serve the second property to be developed. The cost of all such expansion shall be borne by the party conducting such expansion work.

In furtherance of the foregoing agreements regarding development, each party agrees to provide to the other, upon request, the proposals for the design of site improvements on their respective properties as such are created from time to time.

All of the provisions of this Section 21 shall survive closing and be binding on the parties hereto and their respective successors and assigns.

WITNESS the execution hereof as of the date first written above.

Witnesses:

As to Seller:

Milton Crossings, LLC, a Florida limited liability company

Carol I Baker
Name: CAROL I BAKER

Brian DeMaria
Brian DeMaria, Manager

John W. Monroe Jr
Name: JOHN W. MONROE JR

STATE OF FLORIDA
COUNTY OF ESCAMBIA

The foregoing instrument was acknowledged before me this 31st day of MARCH, 2014, by BRIAN DE MARIA, MANAGER OF MILTON CROSSINGS, LLC, who is personally known to me or has produced _____ as identification.

John W. Monroe Jr
Notary Public
JOHN W. MONROE, JR.
Notary Public, State of Florida
My Comm. Expires June 27, 2015
Commission No. EE 79897

As to Purchaser:

Santa Rosa County, Florida

Don Salter
W. D. "Don" Salter, Chairman

ATTEST:

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

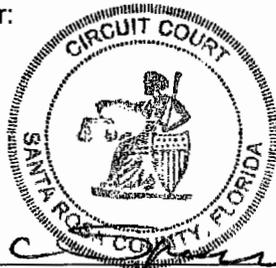


EXHIBIT A

The East 22.46 acres of the following described property: Commence at the Southeast corner of Section 7, Township 1 North, Range 28 West, Santa Rosa County, Florida; thence go North 90 degrees 00 minutes 00 seconds West along the South Line of said Section 7 a distance of 1129.89 feet; thence departing said Section line go North 00 degrees 01 minute 05 seconds West a distance of 99.77 feet to the Northerly Right-Of-Way line of U.S. Highway 90 and the Point of Beginning; thence continue North 00 degrees 01 minute 05 seconds West a distance of 1500.00 feet; thence go North 89 degrees 59 minutes 49 seconds West along a line being 1500.00 feet North and parallel to the aforesaid Northerly right-of-way line of U.S. Highway 90 a distance of 1290.30 feet to the East line of a parcel of land described in Official Records Book 1737 at Page 1688 of the Public Records of Santa Rosa County, Florida; thence go South 00 degrees 32 minutes 32 seconds West along said East line a distance of 1500.07 feet to the aforesaid right-of-way line of U.S. Highway 90; thence go South 89 degrees 59 minutes 49 seconds East along said right-of-way line a distance 1304.97 feet to the Point of Beginning. The above described parcel of land is situated in a portion of Section 7, Township 1 North, Range 28 West, Santa Rosa County, Florida. "FINAL DESCRIPTION TO BE DETERMINED BY CURRENT SURVEY"



November 5, 2014

Ms. Sheila A. Harris
Special Projects/Grants
Santa Rosa County Board of County Commissioners
6495 Caroline Street, Suite H
Milton, Florida 32570

**Re: FEMA Hazard Mitigation Grant Program (HMGP) Applications
Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)**

Dear Ms. Harris:

Per the County's request, and for your review and approval, please find enclosed proposal packages containing scopes of work and manhour and fee estimates associated with four (4) County projects. These proposal packages are specifically related to the preparation of FEMA Hazard Mitigation Grant Program (HMGP) applications for submittal to the Florida Division of Emergency Management (DEM) in order to secure FEMA funding for the following four separate projects (refer to Figures 1 and 2 for specific project locations):

- Ranchettes, Northridge and Whisper Bay Subdivisions Drainage Improvements (Tier 1)
- Villa Venyce Subdivision Drainage Improvements (Tier 1)
- Patterson Lane and Pace Lane Drainage Improvements (Tier 2)
- Maranatha Way and Chipper Lane Drainage Improvements (Tier 2)

On October 23, 2014, the Santa Rosa County Local Mitigation Strategy (LMS) conditionally approved the above-listed projects for Tier 1 and Tier 2 funding associated with the Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding allocation (FEMA-4177-DR-FL). Note that based on the initial 90-day estimate published by FEMA on September 17, 2014, and later revised in October 2014, Santa Rosa County will receive a Federal allocation of \$2,125,401, which corresponds to a 75% match based on a total County allocation of \$2,883,868.

Based on coordination with County staff, we understand that the projected total costs of the projects will be as stated in the following table. Moreover, it is anticipated that FEMA will allocate a 75% Federal match and Santa Rosa County will fund the remaining 25% project cost. It should be pointed out that if the City of Gulf Breeze's project is determined to be cost effective, the remaining Tier 1 funds will cover the first three projects in the following table. However, if the Gulf Breeze project is not determined to be cost effective, then the four County projects can potentially be covered by Tier 1 funding, fully or partially, depending on the final project costs.

Project Name	Estimated Project Cost	Anticipated Federal Match (75%)	Anticipated Local Match (25%)
Ranchettes, Northridge and Whisper Bay Subdivisions Drainage Improvements	\$750,000	\$562,500	\$187,500
Villa Venyce Subdivision Drainage Improvements	\$600,000	\$450,000	\$150,000
Patterson and Pace Lane Drainage Improvements	\$550,000	\$412,500	\$137,500
Maranatha Way and Chipper Lane Drainage Improvements	\$1,100,000	\$825,000	\$275,000
Totals	\$3,000,000	\$2,250,000	\$750,000

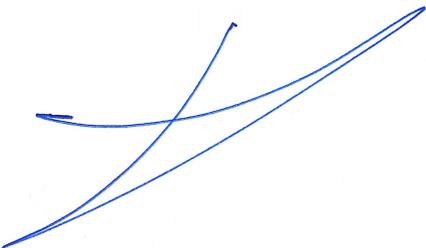
In order to "secure" the 75% match from FEMA, HMGP applications must be prepared and submitted to DEM on or before January 6, 2015.

It should be pointed out that the Pegasus Engineering fees associated with the preparation of the HMGP application packages are reimbursable as "pre-award" eligible costs and are based on a 75% Federal match.

We would like to thank the County Commissioners and staff for allowing us this opportunity to continue serving Santa Rosa County and undertaking these important assignments in order to assist with securing funding for these much needed flood protection improvements, which will in turn provide much needed relief to many affected County residents.

Very truly yours,

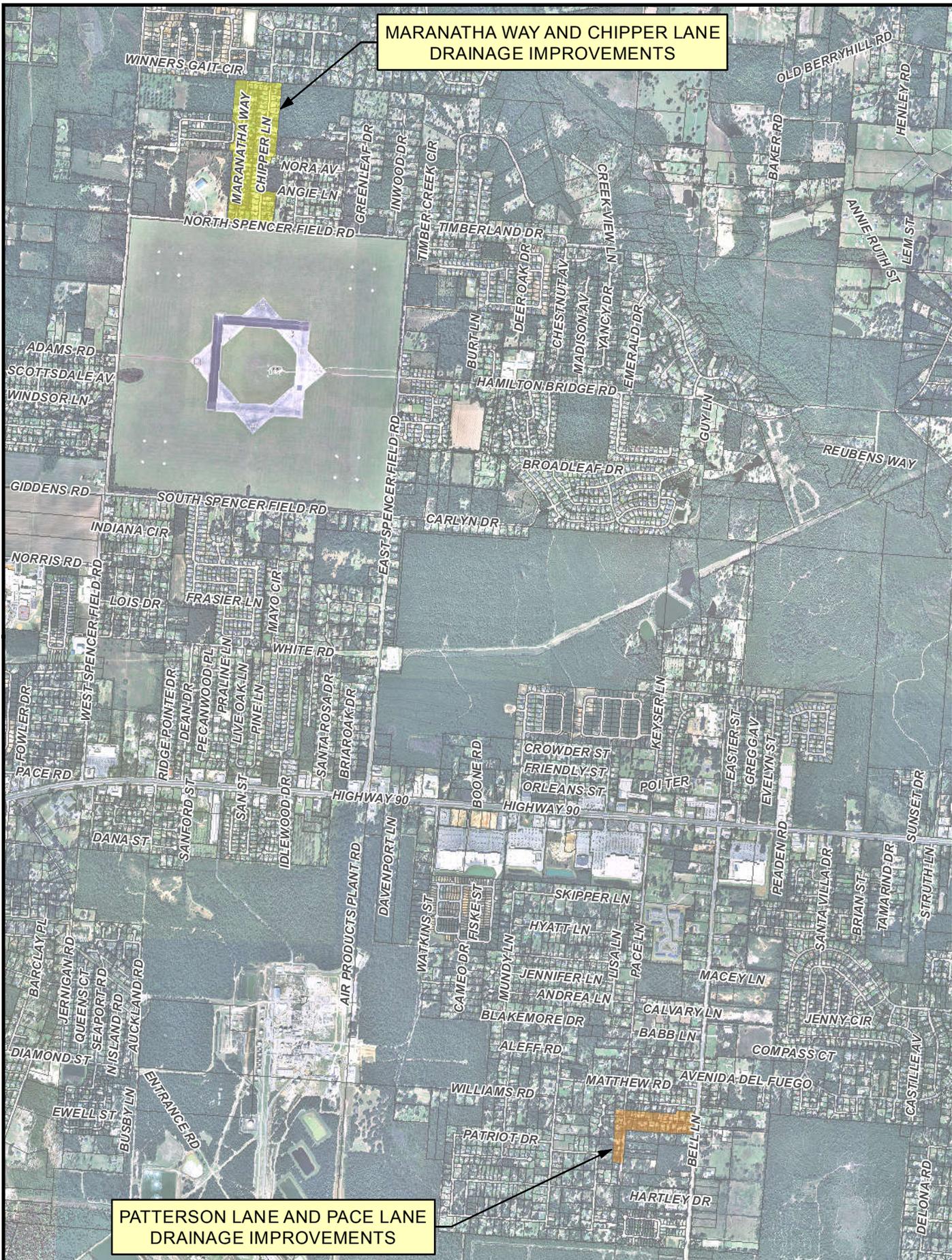
PEGASUS ENGINEERING, LLC



David W. Hamstra, P.E.
Principal / Project Manager

cc: Leylah Saavedra, Pegasus Engineering

MARANATHA WAY AND CHIPPER LANE DRAINAGE IMPROVEMENTS



PATTERSON LANE AND PACE LANE DRAINAGE IMPROVEMENTS



Pegasus
ENGINEERING
301 WEST STATE ROAD 434, SUITE 309
WINTER SPRINGS, FL 32708
TEL: 407-992-9160 • FAX: 407-358-5155
WEB: WWW.PEGASUSENGINEERING.NET

FEMA Hazard Mitigation Grant Program (HMGP)
Applications Florida Severe Storms,
Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)

DATE: 11/05/2014
FIGURE
2



November 5, 2014

P-229275

Ms. Sheila A. Harris
Special Projects/Grants
Santa Rosa County Board of County Commissioners
6495 Caroline Street, Suite H
Milton, Florida 32570

**Re: Ranchettes, Northridge and Whisper Bay Subdivisions Drainage Improvements
FEMA Hazard Mitigation Grant Program (HMGP) Application
Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)**

Dear Ms. Harris:

Per the County's request, please find enclosed two (2) copies of the following information for your review and approval associated with the preparation of a FEMA Hazard Mitigation Grant Program (HMGP) application for submittal to the Florida Division of Emergency Management (DEM) in order to secure FEMA funding for the Ranchettes, Northridge and Whisper Bay Subdivisions Drainage Improvements:

- Exhibit "A" (Scope of Work); and
- Exhibit "B" (Manhour and Fee Estimate).

On October 23, 2014, the Santa Rosa County Local Mitigation Strategy (LMS) conditionally approved the Ranchettes, Northridge and Whisper Bay Subdivisions Drainage Improvements project for Tier 1 funding associated with the Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding allocation (FEMA-4177-DR-FL). Note that based on the initial 90-day estimate published by FEMA on September 17, 2014, and later revised in October 2014, Santa Rosa County will receive a Federal allocation of \$2,125,401, which corresponds to a 75% match based on a total County allocation of \$2,883,868.

The proposed improvements are intended to provide improved flood protection for the residences within the Ranchettes, Northridge and Whisper Bay Subdivisions. Based on coordination with County staff, we understand that the anticipated total cost of the project is approximately \$750,000. In order to secure funding under Tier 1, it is anticipated that FEMA will allocate \$562,500 (75%) and Santa Rosa County will fund the remaining 25% (\$187,500). With that said, and in order to "secure" the 75% match from FEMA, a HMGP application must be prepared and submitted to DEM on or before January 6, 2015. *It should be pointed out that the fees associated with the HMGP application package preparation are partially reimbursable. In other words, FEMA allows the County to include professional fees in the HMGP application which will be reimbursed to the County (at a 75% Federal share).*

"Engineering a Higher Standard"

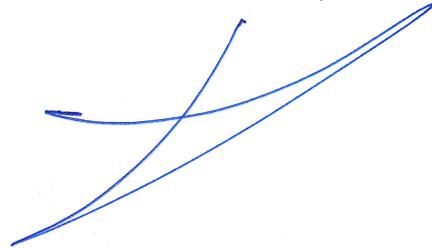
301 West State Road 434, Suite 309, Winter Springs, FL 32708 • 407-992-9160 • Fax 407-358-5155

Our intent is to request that DEM structure the County's HMGP application for the Ranchettes, Northridge and Whisper Bay Subdivisions Drainage Improvements project in a two-phased approach. Specifically, Phase I will encompass engineering design, computer modeling, construction plans, cost estimates, and permitting while Phase II will include the project implementation (i.e., construction costs and construction inspection services). For planning purposes, please note that FEMA will most likely grant a one year timeframe to complete the Phase I services and two years for full project implementation under Phase II services.

We look forward to the opportunity to serve Santa Rosa County on this important assignment and to securing FEMA funds on behalf of the County to allow for the full implementation of this flood protection project, which will in turn provide much needed relief to many affected County residents.

Very truly yours,

PEGASUS ENGINEERING, LLC

A handwritten signature in blue ink, consisting of several overlapping, sweeping lines that form a stylized representation of the name David W. Hamstra.

David W. Hamstra, P.E.
Principal / Project Manager

cc: Leylah Saavedra, Pegasus Engineering
Pegasus Project File SRC-22004

**Ranquettes, Northridge and Whisper Bay Subdivision Drainage Improvements
FEMA Hazard Mitigation Grant Program (HMGP) Application
Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)**

Approved for Pegasus Engineering, LLC



Juan Fong, P.E.

Principal _____
Officer's Title

November 5, 2014 _____
Date

Proposal is hereby accepted and authorization to proceed is hereby given
(Please return one executed copy of this proposal for our Pegasus Engineering records).

Authorized Signature

Officer's Title

Date

RANCHETTES, NORTHRIDGE AND WHISPER BAY SUBDIVISIONS
DRAINAGE IMPROVEMENTS – HMGP APPLICATION
SANTA ROSA COUNTY, FLORIDA



EXHIBIT "A"

SCOPE OF WORK

EXHIBIT "A"
SCOPE OF WORK
for the
Ranchettes, Northridge and Whisper Bay Subdivisions
Drainage Improvements HMGP Application

OBJECTIVE:

Santa Rosa County has requested a scope of work and fee proposal to prepare and submit a FEMA Hazard Mitigation Grant Program (HMGP) application to the Division of Emergency Management (DEM) in order to secure approximately \$562,500 of FEMA funding to offset the costs associated with the implementation of the Ranchettes, Northridge and Whisper Bay Subdivisions Drainage Improvements project.

The project area has experienced repetitive and extensive roadway and structural flooding that has further caused the failure of many septic tanks. The primary objective of this project is to provide improved flood protection for the affected residences located within the project area.

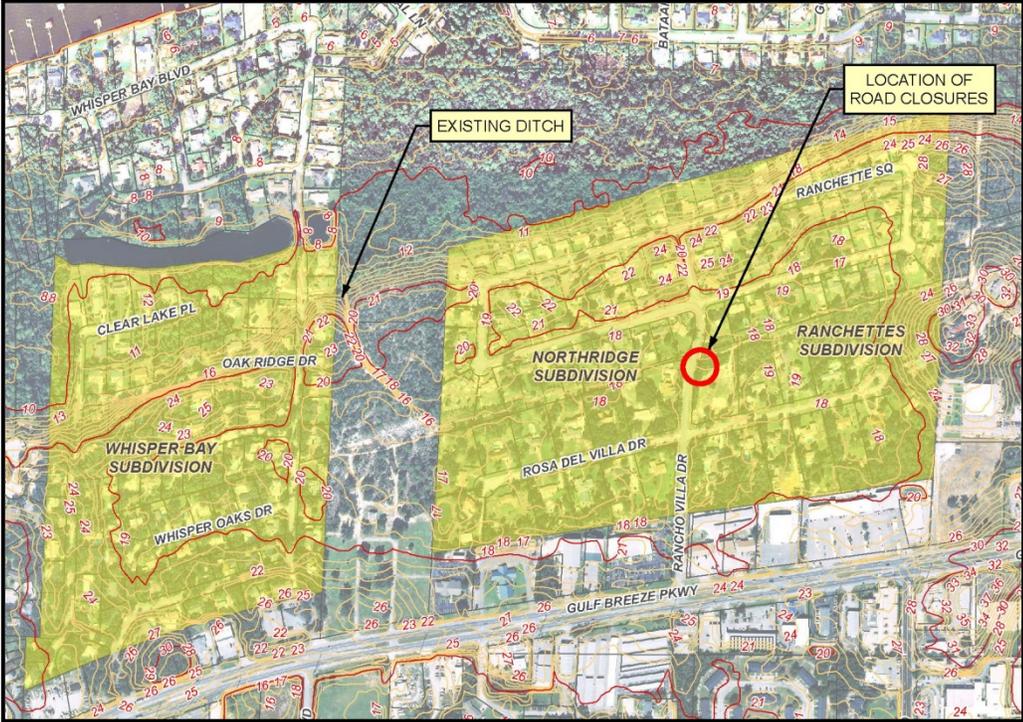


EXHIBIT "A"
SCOPE OF WORK
for the
Ranchettes, Northridge and Whisper Bay Subdivisions
Drainage Improvements HMGP Application

PROFESSIONAL ENGINEERING SERVICES:

The Consultant (Pegasus Engineering, LLC) shall provide the following engineering services enumerated below:

1. Coordinate with Santa Rosa County and DEM staff to obtain / gather the following information required for the HMGP "general" application, including but not limited to:
 - Applicant Type
 - State Legislative / Congressional District(s) / House / Senate
 - Federal Tax Identification Number
 - Federal Information Processing Standards (FIPS) Code
 - National Flood Insurance Program (NFIP) Community Identification Number
 - Hazards to be mitigated / level of protection
 - Scope of work
 - Structures affected by flooding
 - Project cost estimate
 - Project milestones / schedule of work
 - LMS Letter

2. Prepare and submit the HMGP Pre-Award Cost Request Form to DEM in order to assist with funding the engineering fees incurred to prepare the HMGP application package.

3. Address the following required information in order to satisfy the environmental review criteria:
 - Purpose and need for project – will problem be mitigated?
 - Detailed project description and scope of work
 - Project area maps (topographic and street)
 - Photographs of structures / project area
 - Construction plans / stormwater calculations (Phase I deliverables)
 - Alternatives actions (description, impacts, and estimated costs)
 - Environmental justice determination
 - Regulatory agency concurrence documents, if already obtained

EXHIBIT "A"
SCOPE OF WORK
for the
Ranchettes, Northridge and Whisper Bay Subdivisions
Drainage Improvements HMGP Application

4. Address the following required information in order to satisfy the tribal consultation requirements:
 - Current and future land use of project location
 - Detailed information on known site work or historic uses for project location
 - Exhibit depicting horizontal limits and vertical depths of anticipated ground disturbance

5. Perform an analysis of Alternative Actions, including:
 - Project description for the alternative
 - Project location of the alternative
 - Scope of work for alternative project
 - Impacts of alternative project
 - Estimated cost for alternative project (including materials, labor and other fees)

6. Prepare a Hydrologic and Hydraulic (H&H) study consisting of a project narrative and computer modeling geared to justify the proposed improvements benefits and minimize the residual damages. The hydrologic and hydraulic study will encompass the following tasks:
 - Detailed field review to establish the drainage characteristics and hydraulic connectivity, as well as establish the contributing drainage basin limits;

 - Develop a survey scope of work for the Santa Rosa County Survey Department;

 - Develop an existing conditions ICPR model to predict flood stages, duration of flooding, and flow rates for various design storm events;

 - Prepare a drainage exhibit to support the modeling efforts;

 - Coordinate with County staff to conceptually design the proposed drainage improvements;

EXHIBIT "A"
SCOPE OF WORK
for the
Ranchettes, Northridge and Whisper Bay Subdivisions
Drainage Improvements HMGP Application

- Develop a recommended conditions ICPR model in order to quantify the proposed benefits associated with the conceptual drainage improvements; and
 - Prepare a summary report documenting the analysis and tabulating the results.
7. Coordinate with County staff and the residents to obtain / gather the following specific information required for the Benefit Cost Analysis (BCA):

Homes Flooded

- County property appraiser report
- Finished floor elevations
- Depth and Frequency of flooding
- Hours or days each house was flooded
- Maintenance cost (per year)
- Provide day, month, and year per flooding event
- Amount of losses in dollars and/or NFI claims or proof of loss

Loss of Function

- Road names within the study area affected by flooding.
How many days or hours were they closed?
- Estimated number of one-way traffic trips
- Detour time
- Public facilities affected

Project Cost

- Broken down by line items
- Summary report describing the problem and proposed solution
- Frequency of the event that the proposed drainage improvement is designed to address

EXHIBIT "A"
SCOPE OF WORK
for the
Ranchettes, Northridge and Whisper Bay Subdivisions
Drainage Improvements HMGP Application

Damages

- Road closures
 - Cost due to emergency measures (including Police Department and Fire Department recovery services)
 - Loss of power
 - Loss of water service
 - Days community without potable water
 - Days community without wastewater treatment
 - Other damages – avoidable future damages
8. Prepare the required HMGP Application Completeness Checklist.
 9. Prepare and submit to the County for review and approval a “draft” FEMA HMGP application package consistent with the ***Hazard Mitigation Assistance Unified Guidance*** dated July 2013 and the "current" Application Completeness Checklist. The HMGP application package will include, but may not be limited to, the following information:
 - ✓ Joint HMGP and FMA Application
 - ✓ Drainage Worksheets
 - ✓ Benefit Cost Analysis (BCA)
 - ✓ Hydrologic and Hydraulic (H&H) study
 - ✓ Supporting Figures and Exhibits (including USGS Topo Maps and FIRM Maps)
 - ✓ Budget / Costs Estimate, including materials, labor and fees paid
 10. Coordinate with County staff regarding the Project Budget and Costs.
 11. Address any review comments associated with the County’s technical review of the “draft” FEMA HMGP application package.
 12. Prepare and submit two (2) final signed copies of the “final” FEMA HMGP application package to Santa Rosa County for filing purposes.
 13. Prepare and submit four (4) final signed copies of the “final” FEMA HMGP application package to FEMA on or before January 6, 2015.

EXHIBIT "A"
SCOPE OF WORK
for the
Ranchettes, Northridge and Whisper Bay Subdivisions
Drainage Improvements HMGP Application

14. Coordinate with DEM representatives during the review of the HMGP application and address one (1) round of Request for Information (RFI) comments from DEM. As part of DEM's technical review process, the Consultant will coordinate with County staff to update and/or revise the cost estimates, modeling, or the benefit / cost ratio as necessary to incorporate any changes to address DEM's review comments.

BASIS OF PROPOSAL / ASSUMPTIONS:

The following conditions and assumptions are noted as qualifications to this proposal.

1. This proposal does not include fees associated with survey services. It is assumed that the Santa Rosa County Survey Department will provide said services.
2. This proposal does not include fees associated with grant administration services. If requested, the Consultant shall submit a change order for review and consideration to perform the following services:
 - Prepare and submit quarterly reports to the DEM during the duration of the contract.
 - Prepare and submit reimbursement request to the DEM during the duration of the contract.
 - Prepare and submit the required close-out documentation to the DEM.
3. It should be noted that this proposal includes performing a Benefit Cost Analysis, in lieu of DEM staff, in order to greatly enhance the County's chances of securing the grant, minimize coordination efforts with DEM staff, and reduce the time to receive the approved contract.
4. This proposal does not include fees associated with Phase II engineering services such as permitting, final design, and preparation of bid documents (construction plans, bid schedule, specifications, and an engineer's cost estimate). It is assumed that Santa Rosa County Engineering Department will perform these services in-house and/or outsource the professional services via a Request for Proposal procurement arrangement.

RANCHETTES, NORTHRIDGE AND WHISPER BAY SUBDIVISIONS
DRAINAGE IMPROVEMENTS - HMGP APPLICATION
SANTA ROSA COUNTY, FLORIDA



EXHIBIT "B"

MANHOUR AND
FEE ESTIMATE



EXHIBIT "B"
Manhour and Fee Estimate

RANCHETTES, NORTHRIDGE AND WHISPER BAY SUBDIVISIONS DRAINAGE IMPROVEMENTS HMGP APPLICATION
Santa Rosa County, Florida



Task Description (Effective: November 6, 2014)	Sr. Project Manager (Hamstra, P.E.)	Sr. Project Engineer (Saavedra, P.E.)	AutoCAD / GIS Technicians (Staff)	Administrative Assistant (Villanueva)	Task Hours	Task Fees
Standard Hourly Rates	\$180.00	\$165.00	\$80.00	\$65.00		
Coordinate with County Staff and DEM regarding the "General" HMGP Requirements	0	2	0	0	2	\$330.00
Prepare and Submit the HMGP Pre-Award Cost Request Form to DEM	0	2	0	0	2	\$330.00
Review all the Supporting Documentation from County Staff	0	12	0	0	12	\$1,980.00
Address the required Information associated with the Environmental Review Criteria	0	6	4	0	10	\$1,310.00
Address the required Information associated with the Tribal Consultation requirements	0	4	2	0	6	\$820.00
Perform an analysis of Alternative Actions	0	2	0	0	2	\$330.00
Conduct a field review of the project area, followed by a project briefing with County staff	8	8	0	0	16	\$2,760.00
Coordinate with County Staff and Residents to obtain / gather the "Specific" BCA Information	0	12	0	4	16	\$2,240.00
Prepare the HMGP Application	0	8	0	0	8	\$1,320.00
Prepare the Drainage Analysis and Worksheets	0	24	0	0	24	\$3,960.00
Prepare a Hydrologic and Hydraulic (H&H) study (Field Review, Survey Scope, Modeling, Exhibits, and Summary Report)	16	80	24	4	124	\$18,260.00
Prepare the Benefit Cost Analysis	0	16	0	0	16	\$2,640.00
Prepare the required Application Completeness Checklist	0	2	0	0	2	\$330.00
Prepare Supporting Photographs, Figures and Exhibits for submittal to FEMA	0	2	8	0	10	\$970.00
Coordinate with County staff regarding the Project Budget and Costs	0	4	0	0	4	\$660.00
Prepare and Submit a "draft" HMGP Application Package to the County for review and comment	0	4	0	1	5	\$725.00
Address any review comments associated with the County's technical review of the "draft" FEMA HMGP application package	0	2	2	1	5	\$555.00
Prepare and Submit Four (4) copies of the HMGP Application Package to DEM (Deadline 01/06/15)	0	2	0	1	3	\$395.00
Address one (1) round of RFI (Request for Information) Comments from DEM	0	8	0	1	9	\$1,385.00
Status Reports via Monthly Invoices, Project Administration and Review of Work Products	8	0	0	4	12	\$1,700.00
TASK HOURS	32	200	40	16	288	
TASK LABOR COSTS	\$5,760.00	\$33,000.00	\$3,200.00	\$1,040.00	\$43,000.00	\$43,000.00
PERCENT BREAKDOWN	13.4%	76.7%	7.4%	2.4%	100.0%	
<u>TOTAL LUMP SUM FEE COMPUTATIONS</u>						
						(1) Pegasus Engineering Labor Costs = \$43,000.00
						(2) Reimbursable Expenses (plots, copies, travel expenses, etc.) = \$1,750.00
						Total Lump Sum Fee = \$44,750.00



November 5, 2014

P-229276

Ms. Sheila A. Harris
Special Projects/Grants
Santa Rosa County Board of County Commissioners
6495 Caroline Street, Suite H
Milton, Florida 32570

**Re: Villa Venyce Subdivision Drainage Improvements
FEMA Hazard Mitigation Grant Program (HMGP) Application
Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)**

Dear Ms. Harris:

Per the County's request, please find enclosed two (2) copies of the following information for your review and approval associated with the preparation of a FEMA Hazard Mitigation Grant Program (HMGP) application for submittal to the Florida Division of Emergency Management (DEM) in order to secure FEMA funding for the Villa Venyce Subdivision Drainage Improvements:

- Exhibit "A" (Scope of Work); and
- Exhibit "B" (Manhour and Fee Estimate).

On October 23, 2014, the Santa Rosa County Local Mitigation Strategy (LMS) conditionally approved the Villa Venyce Subdivision Drainage Improvements project for Tier 1 funding associated with the Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding allocation (FEMA-4177-DR-FL). Note that based on the initial 90-day estimate published by FEMA on September 17, 2014, and later revised in October 2014, Santa Rosa County will receive a Federal allocation of \$2,125,401, which corresponds to a 75% match based on a total County allocation of \$2,883,868.

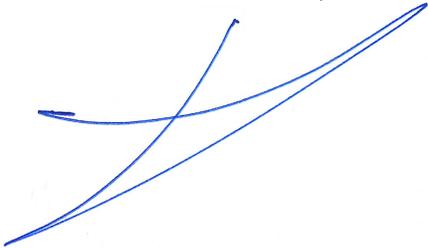
The proposed improvements are intended to provide improved flood protection for the residences on Venetian Way, Venetian Garden, Venetian Court, Villa Venyce Court and Coronado Court within the Villa Venyce Subdivision. Based on coordination with County staff, we understand that the anticipated total cost of the project is approximately \$600,000. In order to secure funding under Tier 1, it is anticipated that FEMA will allocate \$450,000 (75%) and Santa Rosa County will fund the remaining 25% (\$150,000). With that said, and in order to "secure" the 75% match from FEMA, a HMGP application must be prepared and submitted to DEM on or before January 6, 2015. *It should be pointed out that the fees associated with the HMGP application package preparation are partially reimbursable. In other words, FEMA allows the County to include professional fees in the HMGP application which will be reimbursed to the County (at a 75% Federal share).*

Our intent is to request that DEM structure the County's HMGP application for the Villa Venyce Subdivision Drainage Improvements project in a two-phased approach. Specifically, Phase I will encompass engineering design, computer modeling, construction plans, cost estimates, and permitting while Phase II will include the project implementation (i.e., construction costs and construction inspection services). For planning purposes, please note that FEMA will most likely grant a one year timeframe to complete the Phase I services and two years for full project implementation under Phase II services.

We look forward to the opportunity to serve Santa Rosa County on this important assignment and to securing FEMA funds on behalf of the County to allow for the full implementation of this flood protection project, which will in turn provide much needed relief to many affected County residents.

Very truly yours,

PEGASUS ENGINEERING, LLC



David W. Hamstra, P.E.
Principal / Project Manager

cc: Leylah Saavedra, Pegasus Engineering
Pegasus Project File SRC-22005

**Villa Venyce Subdivision Drainage Improvements
FEMA Hazard Mitigation Grant Program (HMGP) Application
Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)**

Approved for Pegasus Engineering, LLC

 _____ Juan Fong, P.E.	Principal _____ Officer's Title	November 5, 2014 _____ Date
---	------------------------------------	--------------------------------

Proposal is hereby accepted and authorization to proceed is hereby given
(Please return one executed copy of this proposal for our Pegasus Engineering records).

_____ Authorized Signature	_____ Officer's Title	_____ Date
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VILLA VENYCE SUBDIVISION DRAINAGE IMPROVEMENTS
HMGP APPLICATION
SANTA ROSA COUNTY, FLORIDA



EXHIBIT "A"

SCOPE OF WORK

EXHIBIT "A"
SCOPE OF WORK
for the
Villa Venyce Subdivision Drainage Improvements HMGP Application

OBJECTIVE:

Santa Rosa County has requested a scope of work and fee proposal to prepare and submit a FEMA Hazard Mitigation Grant Program (HMGP) application to the Division of Emergency Management (DEM) in order to secure approximately \$450,000 of FEMA funding to offset the costs associated with the implementation of the Villa Venyce Subdivision Drainage Improvements project.

Properties located on Venetian Way, Venetian Garden, Venetian Court, Villa Venyce Court and Coronado Court have experienced flooding losses due to repetitive and extensive roadway, yard and/or structural flooding. The primary objective of this project is to provide improved flood protection for the affected residences located within the project area.

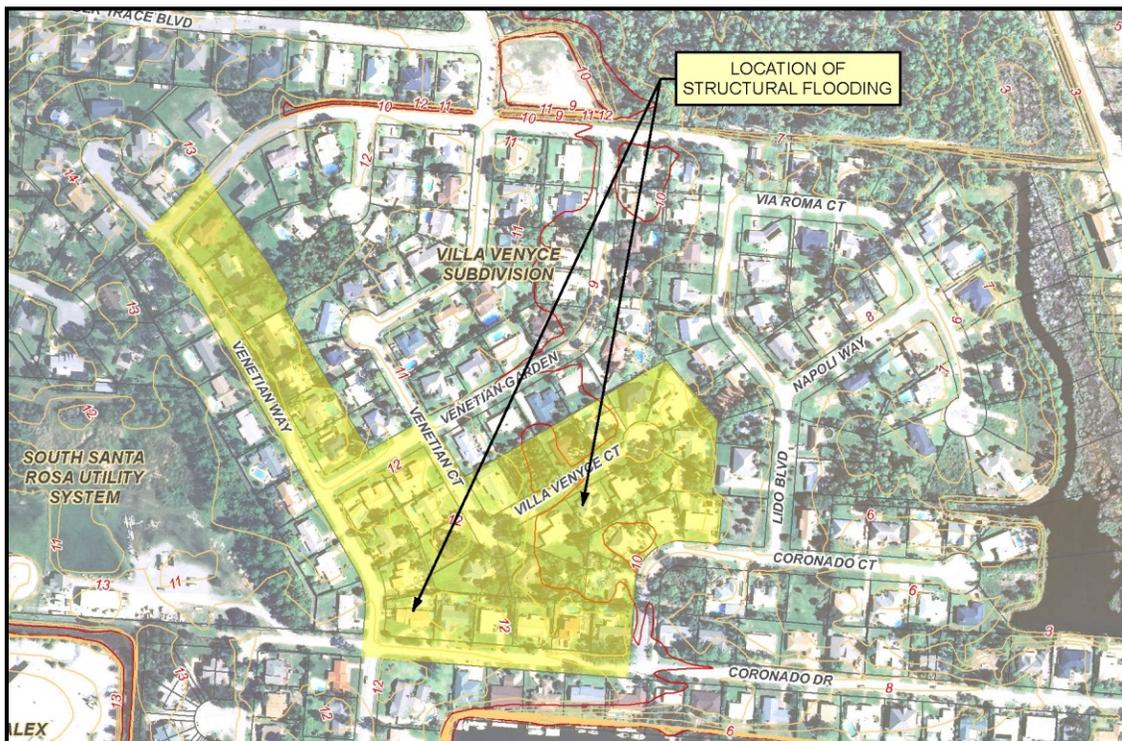


EXHIBIT "A"
SCOPE OF WORK
for the
Villa Venyce Subdivision Drainage Improvements HMGP Application

PROFESSIONAL ENGINEERING SERVICES:

The Consultant (Pegasus Engineering, LLC) shall provide the following engineering services enumerated below:

1. Coordinate with Santa Rosa County and DEM staff to obtain / gather the following information required for the HMGP "general" application, including but not limited to:
 - Applicant Type
 - State Legislative / Congressional District(s) / House / Senate
 - Federal Tax Identification Number
 - Federal Information Processing Standards (FIPS) Code
 - National Flood Insurance Program (NFIP) Community Identification Number
 - Hazards to be mitigated / level of protection
 - Scope of work
 - Structures affected by flooding
 - Project cost estimate
 - Project milestones / schedule of work
 - LMS Letter
2. Prepare and submit the HMGP Pre-Award Cost Request Form to DEM in order to assist with funding the engineering fees incurred to prepare the HMGP application package.
3. Address the following required information in order to satisfy the environmental review criteria:
 - Purpose and need for project – will problem be mitigated?
 - Detailed project description and scope of work
 - Project area maps (topographic and street)
 - Photographs of structures / project area
 - Construction plans / stormwater calculations (Phase I deliverables)
 - Alternatives actions (description, impacts, and estimated costs)
 - Environmental justice determination
 - Regulatory agency concurrence documents, if already obtained

EXHIBIT "A"
SCOPE OF WORK
for the
Villa Venyze Subdivision Drainage Improvements HMGP Application

4. Address the following required information in order to satisfy the tribal consultation requirements:
 - Current and future land use of project location
 - Detailed information on known site work or historic uses for project location
 - Exhibit depicting horizontal limits and vertical depths of anticipated ground disturbance

5. Perform an analysis of Alternative Actions, including:
 - Project description for the alternative
 - Project location of the alternative
 - Scope of work for alternative project
 - Impacts of alternative project
 - Estimated cost for alternative project (including materials, labor and other fees).

6. Coordinate with County staff regarding the computer modeling results associated with the Hydrologic and Hydraulic (H&H) study to be prepared by the County as it relates to the proposed improvements benefits and the minimization of residual damages.

7. Coordinate with County staff and the residents to obtain / gather the following specific information required for the Benefit Cost Analysis (BCA):

Homes Flooded

- County property appraiser report
- Finished floor elevations
- Depth and Frequency of flooding
- Hours or days each house was flooded
- Maintenance cost (per year)
- Provide day, month, and year per flooding event
- Amount of losses in dollars and/or NFI claims or proof of loss

EXHIBIT "A"
SCOPE OF WORK
for the
Villa Venyze Subdivision Drainage Improvements HMGP Application

Loss of Function

- Road names within the study area affected by flooding.
How many days or hours were they closed?
- Estimated number of one-way traffic trips
- Detour time
- Public facilities affected

Project Cost

- Broken down by line items
- Summary report describing the problem and proposed solution
- Frequency of the event that the proposed drainage improvement is designed to address

Damages

- Road closures
 - Cost due to emergency measures (including Police Department and Fire Department recovery services)
 - Loss of power
 - Loss of water service
 - Days community without potable water
 - Days community without wastewater treatment
 - Other damages – avoidable future damages
8. Prepare the required HMGP Application Completeness Checklist.
9. Prepare and submit to the County for review and approval a “draft” FEMA HMGP application package consistent with the ***Hazard Mitigation Assistance Unified Guidance*** dated July 2013 and the "current" Application Completeness Checklist. The HMGP application package will include, but may not be limited to, the following information:
- ✓ Joint HMGP and FMA Application
 - ✓ Drainage Worksheets
 - ✓ Benefit Cost Analysis (BCA)

EXHIBIT "A"
SCOPE OF WORK
for the
Villa Venyce Subdivision Drainage Improvements HMGP Application

- ✓ Hydrologic and Hydraulic (H&H) study (to be prepared by County staff)
 - ✓ Supporting Figures and Exhibits (including USGS Topo Maps and FIRM Maps)
 - ✓ Budget / Costs Estimate, including materials, labor and fees paid
10. Coordinate with County staff regarding the Project Budget and Costs.
 11. Address any review comments associated with the County's technical review of the "draft" FEMA HMGP application package.
 12. Prepare and submit two (2) final signed copies of the "final" FEMA HMGP application package to Santa Rosa County for filing purposes.
 13. Prepare and submit four (4) final signed copies of the "final" FEMA HMGP application package to FEMA on or before January 6, 2015.
 14. Coordinate with DEM representatives during the review of the HMGP application and address one (1) round of Request for Information (RFI) comments from DEM. As part of DEM's technical review process, the Consultant will coordinate with County staff to update and/or revise the cost estimates, modeling, or the benefit / cost ratio as necessary to incorporate any changes to address DEM's review comments.

BASIS OF PROPOSAL / ASSUMPTIONS:

The following conditions and assumptions are noted as qualifications to this proposal.

1. This proposal does not include fees associated with survey services. It is assumed that the Santa Rosa County Survey Department will provide said services.
2. This proposal does not include fees associated with the preparation of a Hydrologic and Hydraulic (H&H) study. It is anticipated that the Santa Rosa County Engineering Department will provide said services. More specifically, it is our understanding that County staff will prepare and provide signed and sealed copies of the summary report, computer modeling, and supporting documentation/maps.
3. This proposal does not include fees associated with grant administration services. If requested, the Consultant shall submit a change order for review and consideration to perform the following services:

EXHIBIT "A"
SCOPE OF WORK
for the
Villa Venyze Subdivision Drainage Improvements HMGP Application

- Prepare and submit quarterly reports to the DEM during the duration of the contract.
 - Prepare and submit reimbursement request to the DEM during the duration of the contract.
 - Prepare and submit the required close-out documentation to the DEM.
4. It should be noted that this proposal includes performing a Benefit Cost Analysis, in lieu of DEM staff, in order to greatly enhance the County's chances of securing the grant, minimize coordination efforts with DEM staff, and reduce the time to receive the approved contract.
5. This proposal does not include fees associated with Phase II engineering services such as permitting, final design, and preparation of bid documents (construction plans, bid schedule, specifications, and an engineer's cost estimate). It is assumed that Santa Rosa County Engineering Department will perform these services in-house and/or outsource the professional services via a Request for Proposal procurement arrangement.

VILLA VENYCE SUBDIVISION DRAINAGE IMPROVEMENTS
HMGP APPLICATION
SANTA ROSA COUNTY, FLORIDA



EXHIBIT "B"

MANHOUR AND
FEE ESTIMATE





EXHIBIT "B"
Manhour and Fee Estimate

VILLA VENYCE SUBDIVISION DRAINAGE IMPROVEMENTS HMGP APPLICATION
Santa Rosa County, Florida



Task Description (Effective: November 6, 2014)	Sr. Project Manager (Hamstra, P.E.)	Sr. Project Engineer (Saavedra, P.E.)	AutoCAD / GIS Technicians (Staff)	Administrative Assistant (Villanueva)	Task Hours	Task Fees
Standard Hourly Rates	\$180.00	\$165.00	\$80.00	\$65.00		
Coordinate with County Staff and DEM regarding the "General" HMGP Requirements	0	2	0	0	2	\$330.00
Prepare and Submit the HMGP Pre-Award Cost Request Form to DEM	0	2	0	0	2	\$330.00
Review all the Supporting Documentation from County Staff	0	12	0	0	12	\$1,980.00
Address the required Information associated with the Environmental Review Criteria	0	6	4	0	10	\$1,310.00
Address the required Information associated with the Tribal Consultation requirements	0	4	2	0	6	\$820.00
Perform an analysis of Alternative Actions	0	2	0	0	2	\$330.00
Coordinate with County Staff and Residents to obtain / gather the "Specific" BCA Information	0	12	0	4	16	\$2,240.00
Prepare the HMGP Application	0	8	0	0	8	\$1,320.00
Prepare the Drainage Analysis and Worksheets	0	24	0	0	24	\$3,960.00
Coordinate with County staff regarding the Hydrologic and Hydraulic (H&H) study (to be prepared by County staff)	0	4	0	0	4	\$660.00
Prepare the Benefit Cost Analysis	0	16	0	0	16	\$2,640.00
Prepare the required Application Completeness Checklist	0	2	0	0	2	\$330.00
Prepare Supporting Photographs, Figures and Exhibits for submittal to FEMA	0	4	8	0	12	\$1,300.00
Coordinate with County staff regarding the Project Budget and Costs	0	4	0	0	4	\$660.00
Prepare and Submit a "draft" HMGP Application Package to the County for review and comment	0	4	4	4	12	\$1,240.00
Address any review comments associated with the County's technical review of the "draft" FEMA HMGP application package	0	2	2	1	5	\$555.00
Prepare and Submit Four (4) copies of the HMGP Application Package to DEM (Deadline 01/06/15)	0	4	4	4	12	\$1,240.00
Address one (1) round of RFI (Request for Information) Comments from DEM	0	8	0	1	9	\$1,385.00
Status Reports via Monthly Invoices, Project Administration and Review of Work Products	8	0	0	4	12	\$1,700.00
TASK HOURS	8	120	24	18	170	
TASK LABOR COSTS	\$1,440.00	\$19,800.00	\$1,920.00	\$1,170.00	\$24,330.00	\$24,330.00
PERCENT BREAKDOWN	5.9%	81.4%	7.9%	4.8%	100.0%	
TOTAL LUMP SUM FEE COMPUTATIONS						
(1) Pegasus Engineering Labor Costs					=	\$24,330.00
(2) Reimbursable Expenses (plots, copies, travel expenses, etc.)					=	\$1,500.00
Total Lump Sum Fee					=	\$25,830.00



November 5, 2014

P-229277

Ms. Sheila A. Harris
Special Projects/Grants
Santa Rosa County Board of County Commissioners
6495 Caroline Street, Suite H
Milton, Florida 32570

**Re: Patterson Lane and Pace Lane Drainage Improvements
FEMA Hazard Mitigation Grant Program (HMGP) Application
Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)**

Dear Ms. Harris:

Per the County's request, please find enclosed two (2) copies of the following information for your review and approval associated with the preparation of a FEMA Hazard Mitigation Grant Program (HMGP) application for submittal to the Florida Division of Emergency Management (DEM) in order to secure FEMA funding for the Patterson Lane and Pace Lane Drainage Improvements:

- Exhibit "A" (Scope of Work); and
- Exhibit "B" (Manhour and Fee Estimate).

On October 23, 2014, the Santa Rosa County Local Mitigation Strategy (LMS) conditionally approved the Patterson Lane and Pace Lane Drainage Improvements project for Tier 2 funding associated with the Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding allocation (FEMA-4177-DR-FL). Note that based on the initial 90-day estimate published by FEMA on September 17, 2014, and later revised in October 2014, Santa Rosa County will receive a Federal allocation of \$2,125,401, which corresponds to a 75% match based on a total County allocation of \$2,883,868.

The proposed improvements are intended to provide improved flood protection for the residences on Patterson Lane and Pace Lane. Based on coordination with County staff, we understand that the anticipated total cost of the project is approximately \$550,000. In order to secure funding under Tier 1, it is anticipated that FEMA will allocate \$412,500 (75%) and Santa Rosa County will fund the remaining 25% (\$137,500). With that said, and in order to "secure" the 75% match from FEMA, a HMGP application must be prepared and submitted to DEM on or before January 6, 2015. *It should be pointed out that the fees associated with the HMGP application package preparation are partially reimbursable. In other words, FEMA allows the County to include professional fees in the HMGP application which will be reimbursed to the County (at a 75% Federal share).*

"Engineering a Higher Standard"

301 West State Road 434, Suite 309, Winter Springs, FL 32708 • 407-992-9160 • Fax 407-358-5155

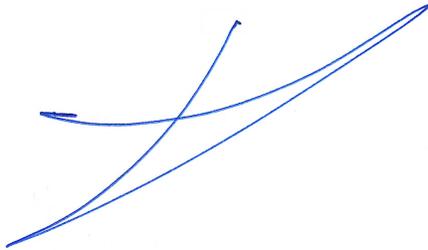
Ms. Sheila Harris
November 5, 2014
Page 2

Since County staff is currently preparing the construction plans for the proposed drainage conveyance improvements, we will request that DEM structure the County's HMGP application for the Patterson Lane and Pace Lane Drainage Improvements project to proceed directly to project implementation (i.e., construction costs and construction inspection services) and therefore solely fund Phase II services.

We look forward to the opportunity to serve Santa Rosa County on this important assignment and to securing FEMA funds on behalf of the County to allow for the full implementation of this flood protection project, which will in turn provide much needed relief to many affected County residents.

Very truly yours,

PEGASUS ENGINEERING, LLC

A handwritten signature in blue ink, consisting of several overlapping, sweeping lines that form a stylized representation of the name 'David W. Hamstra'.

David W. Hamstra, P.E.
Principal / Project Manager

cc: Leylah Saavedra, Pegasus Engineering
Pegasus Project File SRC-22006

**Patterson Lane and Pace Lane Drainage Improvements
FEMA Hazard Mitigation Grant Program (HMGP) Application
Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)**

Approved for Pegasus Engineering, LLC



Juan Fong, P.E.

Principal _____
Officer's Title

November 5, 2014 _____
Date

Proposal is hereby accepted and authorization to proceed is hereby given
(Please return one executed copy of this proposal for our Pegasus Engineering records).

Authorized Signature

Officer's Title

Date

PATTERSON LANE AND PACE LANE DRAINAGE IMPROVEMENTS
HMGP APPLICATION
SANTA ROSA COUNTY, FLORIDA



EXHIBIT "A"

SCOPE OF WORK

EXHIBIT "A"
SCOPE OF WORK
for the
Patterson Lane and Pace Lane Drainage Improvements HMGP Application

OBJECTIVE:

Santa Rosa County has requested a scope of work and fee proposal to prepare and submit a FEMA Hazard Mitigation Grant Program (HMGP) application to the Division of Emergency Management (DEM) in order to secure approximately \$412,500 of FEMA funding to offset the costs associated with the implementation of the Patterson Lane and Pace Lane Drainage Improvements project.

Properties located along Patterson Lane and Pace Lane have experienced flooding losses due to repetitive and extensive roadway, yard and/or structural flooding, which in turn has caused septic tank failures. The primary objective of this project is to provide improved flood protection for the affected residences located within the project area.

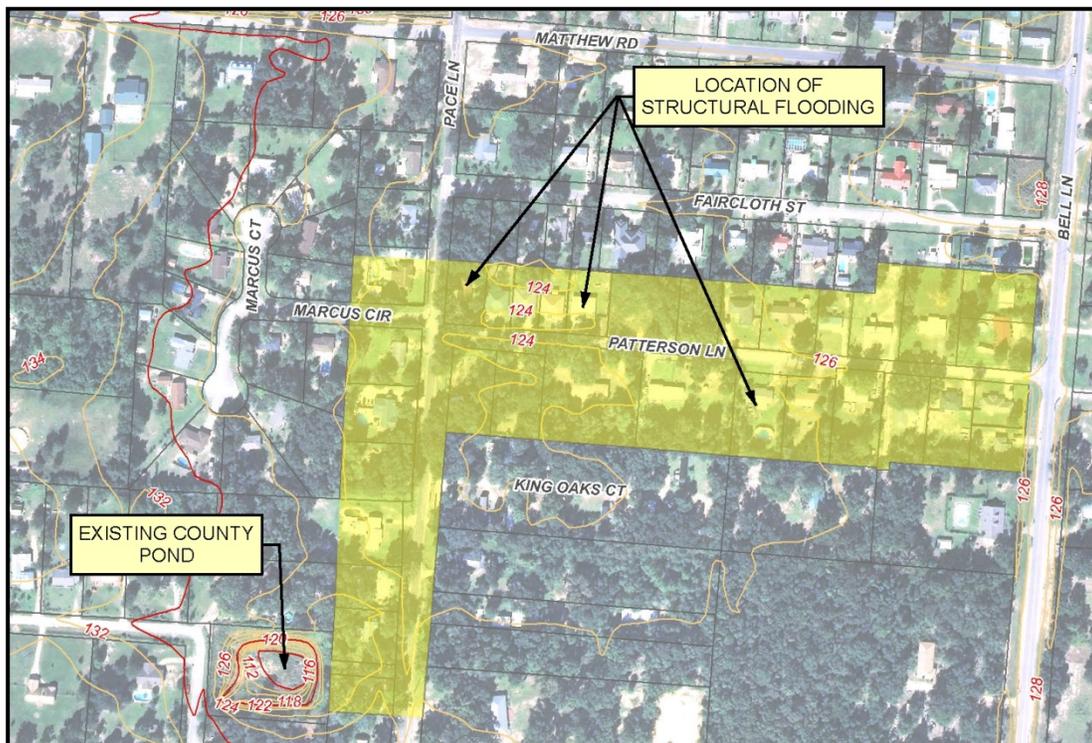


EXHIBIT "A"
SCOPE OF WORK
for the
Patterson Lane and Pace Lane Drainage Improvements HMGP Application

PROFESSIONAL ENGINEERING SERVICES:

The Consultant (Pegasus Engineering, LLC) shall provide the following engineering services enumerated below:

1. Coordinate with Santa Rosa County and DEM staff to obtain / gather the following information required for the HMGP "general" application, including but not limited to:
 - Applicant Type
 - State Legislative / Congressional District(s) / House / Senate
 - Federal Tax Identification Number
 - Federal Information Processing Standards (FIPS) Code
 - National Flood Insurance Program (NFIP) Community Identification Number
 - Hazards to be mitigated / level of protection
 - Scope of work
 - Structures affected by flooding
 - Project cost estimate
 - Project milestones / schedule of work
 - LMS Letter
2. Prepare and submit the HMGP Pre-Award Cost Request Form to DEM in order to assist with funding the engineering fees incurred to prepare the HMGP application package.
3. Prepare and submit to the County for review and approval an abbreviated "draft" FEMA HMGP application package (due to time constraints). It should be noted that the consultant, in coordination with County staff, shall eventually provide all requested information to DEM, after the initial grant deadline in order to secure the grant. Therefore, the HMGP application package will not initially include all of the following information, which will be submitted after the January 6, 2015 deadline, as part of a response to the anticipated Request for Information (RFI) comments from DEM:
 - ▶ Joint HMGP and FMA Application
 - ▶ Drainage Worksheets
 - ▶ Benefit Cost Analysis (BCA)
 - ▶ Hydrologic and Hydraulic (H&H) study (to be prepared by County staff)
 - ▶ Supporting Figures and Exhibits (including USGS Topo Maps and FIRM Maps)
 - ▶ Budget / Costs Estimate, including materials, labor and fees paid

EXHIBIT "A"
SCOPE OF WORK
for the
Patterson Lane and Pace Lane Drainage Improvements HMGP Application

4. Address any review comments associated with the County's technical review of the "draft" FEMA HMGP application package.
5. Prepare and submit two (2) final signed copies of the "final" FEMA HMGP application package to Santa Rosa County for filing purposes.
6. Prepare and submit four (4) final signed copies of the "final" FEMA HMGP application package to FEMA on or before January 6, 2015.
7. Coordinate with DEM representatives during the review of the HMGP application and address the Request for Information (RFI) comments from DEM. As part of DEM's technical review process, the Consultant will coordinate with County staff to update and/or provide revised the cost estimates, modeling, or the benefit / cost ratio as necessary to incorporate any changes to address DEM's review comments.
8. Address the following required information in order to satisfy the environmental review criteria:
 - Purpose and need for project – will problem be mitigated?
 - Detailed project description and scope of work
 - Project area maps (topographic and street)
 - Photographs of structures / project area
 - Construction plans / stormwater calculations (Phase I deliverables)
 - Alternatives actions (description, impacts, and estimated costs)
 - Environmental justice determination
 - Regulatory agency concurrence documents, if already obtained
9. Address the following required information in order to satisfy the tribal consultation requirements:
 - Current and future land use of project location
 - Detailed information on known site work or historic uses for project location
 - Exhibit depicting horizontal limits and vertical depths of anticipated ground disturbance

EXHIBIT "A"
SCOPE OF WORK
for the
Patterson Lane and Pace Lane Drainage Improvements HMGP Application

10. Perform an analysis of Alternative Actions, including:
 - Project description for the alternative
 - Project location of the alternative
 - Scope of work for alternative project
 - Impacts of alternative project
 - Estimated cost for alternative project (including materials, labor and other fees)
11. Coordinate with County staff regarding the computer modeling results associated with the Hydrologic and Hydraulic (H&H) study to be prepared by the County as it relates to the proposed improvements benefits and the minimization of residual damages.
12. Coordinate with County staff and the residents to obtain / gather the following specific information required for the Benefit Cost Analysis (BCA):

Homes Flooded

- County property appraiser report
- Finished floor elevations
- Depth and Frequency of flooding
- Hours or days each house was flooded
- Maintenance cost (per year)
- Provide day, month, and year per flooding event
- Amount of losses in dollars and/or NFI claims or proof of loss

Loss of Function

- Road names within the study area affected by flooding.
How many days or hours were they closed?
- Estimated number of one-way traffic trips
- Detour time
- Public facilities affected

EXHIBIT "A"
SCOPE OF WORK
for the
Patterson Lane and Pace Lane Drainage Improvements HMGP Application

Project Cost

- Broken down by line items
- Summary report describing the problem and proposed solution
- Frequency of the event that the proposed drainage improvement is designed to address

Damages

- Road closures
 - Cost due to emergency measures (including Police Department and Fire Department recovery services)
 - Loss of power
 - Loss of water service
 - Days community without potable water
 - Days community without wastewater treatment
 - Other damages – avoidable future damages
13. Prepare the required HMGP Application Completeness Checklist.
 14. Coordinate with County staff regarding the Project Budget and Costs.

BASIS OF PROPOSAL / ASSUMPTIONS:

The following conditions and assumptions are noted as qualifications to this proposal.

1. This proposal does not include fees associated with survey services. It is assumed that the Santa Rosa County Survey Department will provide said services.
2. This proposal does not include fees associated with the preparation of a Hydrologic and Hydraulic (H&H) study. It is anticipated that the Santa Rosa County Engineering Department will provide said services. More specifically, it is our understanding that County staff will prepare and provide signed and sealed copies of the summary report, computer modeling, and supporting documentation/maps.

EXHIBIT "A"
SCOPE OF WORK
for the
Patterson Lane and Pace Lane Drainage Improvements HMGP Application

3. This proposal does not include fees associated with grant administration services. If requested, the Consultant shall submit a change order for review and consideration to perform the following services:
 - Prepare and submit quarterly reports to the DEM during the duration of the contract.
 - Prepare and submit reimbursement request to the DEM during the duration of the contract.
 - Prepare and submit the required close-out documentation to the DEM.
4. It should be noted that this proposal includes performing a Benefit Cost Analysis, in lieu of DEM staff, in order to greatly enhance the County's chances of securing the grant, reduce coordination efforts with DEM staff, and reduce the time to receive the approved contract.
5. This proposal does not include fees associated with Phase II engineering services such as permitting, final design, and preparation of bid documents (construction plans, bid schedule, specifications, and an engineer's cost estimate). It is assumed that Santa Rosa County Engineering Department will perform these services in-house and/or outsource the professional services via a Request for Proposal procurement arrangement.

PATTERSON LANE AND PACE LANE DRAINAGE IMPROVEMENTS
HMGP APPLICATION
SANTA ROSA COUNTY, FLORIDA



EXHIBIT "B"

MANHOUR AND
FEE ESTIMATE





EXHIBIT "B"
Manhour and Fee Estimate

PATTERSON LANE AND PACE LANE DRAINAGE IMPROVEMENTS HMGP APPLICATION
Santa Rosa County, Florida



Task Description (Effective: November 6, 2014)	Sr. Project Manager (Hamstra, P.E.)	Sr. Project Engineer (Saavedra, P.E.)	AutoCAD / GIS Technicians (Staff)	Administrative Assistant (Villanueva)	Task Hours	Task Fees
Standard Hourly Rates	\$180.00	\$165.00	\$80.00	\$65.00		
Coordinate with County Staff and DEM regarding the "General" HMGP Requirements	0	2	0	0	2	\$330.00
Prepare and Submit the HMGP Pre-Award Cost Request Form to DEM	0	2	0	0	2	\$330.00
Review all the Supporting Documentation from County Staff	0	12	0	0	12	\$1,980.00
Prepare and Submit a "draft" HMGP Application Package to the County for review and comment	0	16	4	1	21	\$3,025.00
Address any review comments associated with the County's technical review of the "draft" FEMA HMGP application package	0	2	2	1	5	\$555.00
Prepare and Submit Four (4) copies of the HMGP Application Package to DEM (Deadline 01/06/15)	0	4	4	4	12	\$1,240.00
Address the RFI (Request for Information) Comments from DEM	0	8	0	1	9	\$1,385.00
Address the required Information associated with the Environmental Review Criteria	0	6	4	0	10	\$1,310.00
Address the required Information associated with the Tribal Consultation requirements	0	4	2	0	6	\$820.00
Perform an analysis of Alternative Actions	0	2	0	0	2	\$330.00
Coordinate with County Staff and Residents to obtain / gather the "Specific" BCA Information	0	12	0	4	16	\$2,240.00
Prepare the Drainage Analysis and Worksheets	0	20	0	0	20	\$3,300.00
Coordinate with County staff regarding the Hydrologic and Hydraulic (H&H) study (to be prepared by County staff)	0	4	0	0	4	\$660.00
Prepare the Benefit Cost Analysis	0	16	0	0	16	\$2,640.00
Prepare the required Application Completeness Checklist	0	2	0	0	2	\$330.00
Prepare Supporting Photographs, Figures and Exhibits for submittal to FEMA	0	2	4	0	6	\$650.00
Coordinate with County staff regarding the Project Budget and Costs	0	4	0	0	4	\$660.00
Status Reports via Monthly Invoices, Project Administration and Review of Work Products	8	0	0	4	12	\$1,700.00
TASK HOURS	8	118	20	15	161	
TASK LABOR COSTS	\$1,440.00	\$19,470.00	\$1,600.00	\$975.00	\$23,485.00	\$23,485.00
PERCENT BREAKDOWN	6.1%	82.9%	6.8%	4.2%	100.0%	
<u>TOTAL LUMP SUM FEE COMPUTATIONS</u>						
					=	\$23,485.00
					=	\$1,500.00
					=	\$24,985.00



November 5, 2014

P-229278

Ms. Sheila A. Harris
Special Projects/Grants
Santa Rosa County Board of County Commissioners
6495 Caroline Street, Suite H
Milton, Florida 32570

**Re: Maranatha Way and Chipper Lane Drainage Improvements
FEMA Hazard Mitigation Grant Program (HMGP) Application
Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)**

Dear Ms. Harris:

Per the County's request, please find enclosed two (2) copies of the following information for your review and approval associated with the preparation of a FEMA Hazard Mitigation Grant Program (HMGP) application for submittal to the Florida Division of Emergency Management (DEM) in order to secure FEMA funding for the Maranatha Way and Chipper Lane Drainage Improvements:

- Exhibit "A" (Scope of Work); and
- Exhibit "B" (Manhour and Fee Estimate).

On October 23, 2014, the Santa Rosa County Local Mitigation Strategy (LMS) conditionally approved the Maranatha Way and Chipper Lane Drainage Improvements project for Tier 2 funding associated with the Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding allocation (FEMA-4177-DR-FL). Note that based on the initial 90-day estimate published by FEMA on September 17, 2014, and later revised in October 2014, Santa Rosa County will receive a Federal allocation of \$2,125,401, which corresponds to a 75% match based on a total County allocation of \$2,883,868.

The proposed improvements are intended to provide improved flood protection for the residences on Maranatha Way and Chipper Lane. Based on coordination with County staff, we understand that the anticipated total cost of the project is approximately \$1,100,000. In order to secure funding under Tier 1, it is anticipated that FEMA will allocate \$825,000 (75%) and Santa Rosa County will fund the remaining 25% (\$275,000). With that said, and in order to "secure" the 75% match from FEMA, a HMGP application must be prepared and submitted to DEM on or before January 6, 2015. *It should be pointed out that the fees associated with the HMGP application package preparation are partially reimbursable. In other words, FEMA allows the County to include professional fees in the HMGP application which will be reimbursed to the County (at a 75% Federal share).*

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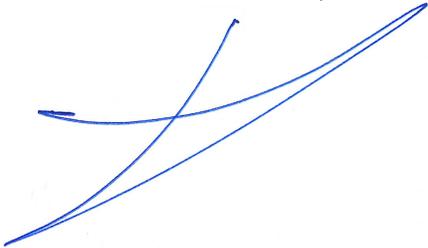
Ms. Sheila Harris
November 5, 2014
Page 2

Our intent is to request that DEM structure the County's HMGP application for the Maranatha Way and Chipper Lane Drainage Improvements project in a two-phased approach. Specifically, Phase I will encompass engineering design, computer modeling, construction plans, cost estimates, and permitting while Phase II will include the project implementation (i.e., construction costs and construction inspection services). For planning purposes, please note that FEMA will most likely grant a one year timeframe to complete the Phase I services and two years for full project implementation under Phase II services.

We look forward to the opportunity to serve Santa Rosa County on this important assignment and to securing FEMA funds on behalf of the County to allow for the full implementation of this flood protection project, which will in turn provide much needed relief to many affected County residents.

Very truly yours,

PEGASUS ENGINEERING, LLC



David W. Hamstra, P.E.
Principal / Project Manager

cc: Leylah Saavedra, Pegasus Engineering (w/ enclosures)
Pegasus Project File SRC-22007

**Maranatha Way and Chipper Lane Drainage Improvements
FEMA Hazard Mitigation Grant Program (HMGP) Application
Florida Severe Storms, Tornadoes, Straight-line Winds, and Flooding
(FEMA-4177-FL-DR)**

Approved for Pegasus Engineering, LLC



Juan Fong, P.E.

Principal _____
Officer's Title

November 5, 2014 _____
Date

Proposal is hereby accepted and authorization to proceed is hereby given
(Please return one executed copy of this proposal for our Pegasus Engineering records).

Authorized Signature

Officer's Title

Date

MARANATHA WAY AND CHIPPER LANE DRAINAGE IMPROVEMENTS
HMGP APPLICATION
SANTA ROSA COUNTY, FLORIDA



EXHIBIT "A"

SCOPE OF WORK

EXHIBIT "A"
SCOPE OF WORK
for the
Maranatha Way and Chipper Lane Drainage Improvements HMGP Application

OBJECTIVE:

Santa Rosa County has requested a scope of work and fee proposal to prepare and submit a FEMA Hazard Mitigation Grant Program (HMGP) application to the Division of Emergency Management (DEM) in order to secure approximately \$825,000 of FEMA funding to offset the costs associated with the implementation of the Maranatha Way and Chipper Lane Drainage Improvements project.

Properties located within the Thomastown Estates Subdivision, and specifically along Maranatha Way and Chipper Lane, have experienced flooding losses due to repetitive and extensive roadway, yard and/or structural flooding, which in turn has caused septic tank failures. The primary objective of this project is to provide improved flood protection for the affected residences located within the project area.

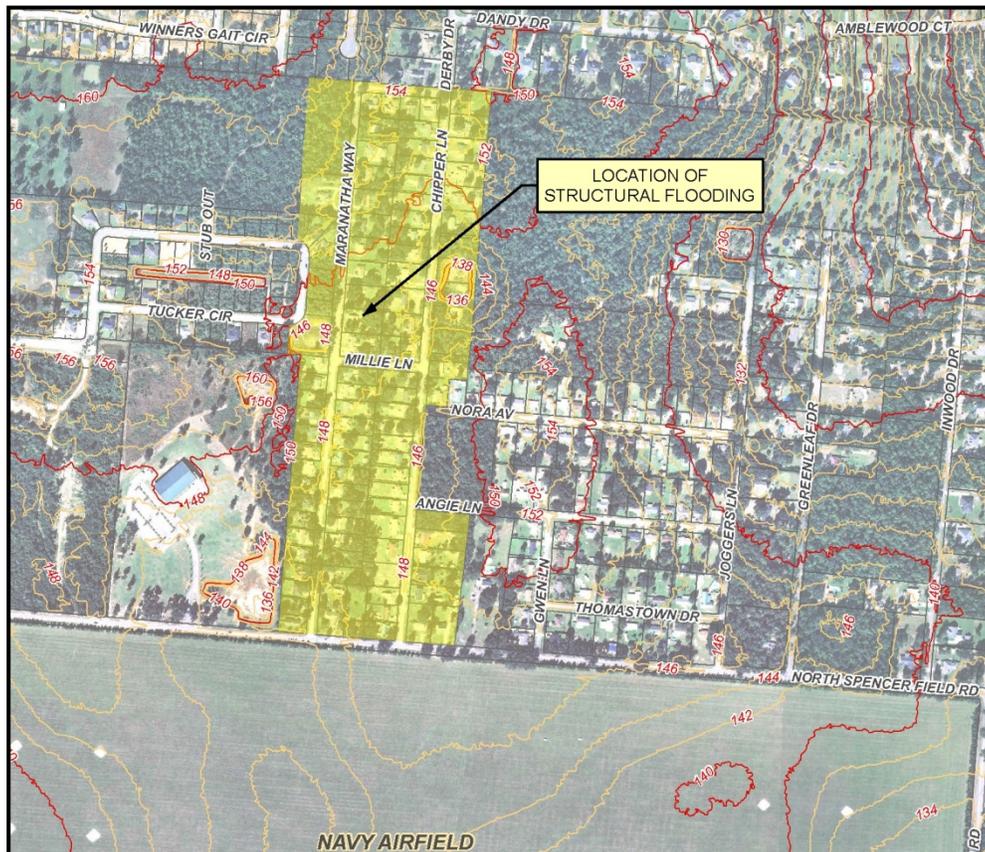


EXHIBIT "A"
SCOPE OF WORK
for the
Maranatha Way and Chipper Lane Drainage Improvements HMGP Application

PROFESSIONAL ENGINEERING SERVICES:

The Consultant (Pegasus Engineering, LLC) shall provide the following engineering services enumerated below:

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 - ▶ Budget / Costs Estimate, including materials, labor and fees paid

EXHIBIT "A"
SCOPE OF WORK
for the
Maranatha Way and Chipper Lane Drainage Improvements HMGP Application

4. Address any review comments associated with the County's technical review of the "draft" FEMA HMGP application package.
5. Prepare and submit two (2) final signed copies of the "final" FEMA HMGP application package to Santa Rosa County for filing purposes.
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EXHIBIT "A"
SCOPE OF WORK
for the
Maranatha Way and Chipper Lane Drainage Improvements HMGP Application

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 - Project description for the alternative
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- County property appraiser report
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- Hours or days each house was flooded
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- Provide day, month, and year per flooding event
- Amount of losses in dollars and/or NFI claims or proof of loss

Loss of Function

- Road names within the study area affected by flooding.
How many days or hours were they closed?
- Estimated number of one-way traffic trips
- Detour time
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EXHIBIT "A"
SCOPE OF WORK
for the
Maranatha Way and Chipper Lane Drainage Improvements HMGP Application

Project Cost

- Broken down by line items
- Summary report describing the problem and proposed solution
- Frequency of the event that the proposed drainage improvement is designed to address

Damages

- Road closures
 - Cost due to emergency measures (including Police Department and Fire Department recovery services)
 - Loss of power
 - Loss of water service
 - Days community without potable water
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 - Other damages – avoidable future damages
13. Prepare the required HMGP Application Completeness Checklist.
 14. Coordinate with County staff regarding the Project Budget and Costs.

BASIS OF PROPOSAL / ASSUMPTIONS:

The following conditions and assumptions are noted as qualifications to this proposal.

1. This proposal does not include fees associated with survey services. It is assumed that the Santa Rosa County Survey Department will provide said services.
2. This proposal does not include fees associated with the preparation of a Hydrologic and Hydraulic (H&H) study. It is anticipated that the Santa Rosa County Engineering Department will provide said services. More specifically, it is our understanding that County staff will prepare and provide signed and sealed copies of the summary report, computer modeling, and supporting documentation/maps.

EXHIBIT "A"
SCOPE OF WORK
for the
Maranatha Way and Chipper Lane Drainage Improvements HMGP Application

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 - Prepare and submit reimbursement request to the DEM during the duration of the contract.
 - Prepare and submit the required close-out documentation to the DEM.
4. It should be noted that this proposal includes performing a Benefit Cost Analysis, in lieu of DEM staff, in order to greatly enhance the County's chances of securing the grant, reduce coordination efforts with DEM staff and reduce the time to receive the approved contract.
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MARANATHA WAY AND CHIPPER LANE DRAINAGE IMPROVEMENTS
HMGP APPLICATION
SANTA ROSA COUNTY, FLORIDA



EXHIBIT "B"

MANHOUR AND
FEE ESTIMATE



EXHIBIT "B"
Manhour and Fee Estimate

MARANATHA WAY AND CHIPPER LANE DRAINAGE IMPROVEMENTS HMGP APPLICATION
Santa Rosa County, Florida



Task Description (Effective: November 6, 2014)	Sr. Project Manager (Hamstra, P.E.)	Sr. Project Engineer (Saavedra, P.E.)	AutoCAD / GIS Technicians (Staff)	Administrative Assistant (Villanueva)	Task Hours	Task Fees
Standard Hourly Rates	\$180.00	\$165.00	\$80.00	\$65.00		
Coordinate with County Staff and DEM regarding the "General" HMGP Requirements	0	2	0	0	2	\$330.00
Prepare and Submit the HMGP Pre-Award Cost Request Form to DEM	0	2	0	0	2	\$330.00
Review all the Supporting Documentation from County Staff	0	12	0	0	12	\$1,980.00
Prepare and Submit a "draft" HMGP Application Package to the County for review and comment	0	16	4	1	21	\$3,025.00
Address any review comments associated with the County's technical review of the "draft" FEMA HMGP application package	0	2	2	1	5	\$555.00
Prepare and Submit Four (4) copies of the HMGP Application Package to DEM (Deadline 01/06/15)	0	4	4	4	12	\$1,240.00
Address the RFI (Request for Information) Comments from DEM	0	8	0	1	9	\$1,385.00
Address the required Information associated with the Environmental Review Criteria	0	6	4	0	10	\$1,310.00
Address the required Information associated with the Tribal Consultation requirements	0	4	2	0	6	\$820.00
Perform an analysis of Alternative Actions	0	2	0	0	2	\$330.00
Coordinate with County Staff and Residents to obtain / gather the "Specific" BCA Information	0	12	0	4	16	\$2,240.00
Prepare the Drainage Analysis and Worksheets	0	20	0	0	20	\$3,300.00
Coordinate with County staff regarding the Hydrologic and Hydraulic (H&H) study (to be prepared by County staff)	0	4	0	0	4	\$660.00
Prepare the Benefit Cost Analysis	0	16	0	0	16	\$2,640.00
Prepare the required Application Completeness Checklist	0	2	0	0	2	\$330.00
Prepare Supporting Photographs, Figures and Exhibits for submittal to FEMA	0	2	4	0	6	\$650.00
Coordinate with County staff regarding the Project Budget and Costs	0	4	0	0	4	\$660.00
Status Reports via Monthly Invoices, Project Administration and Review of Work Products	8	0	0	4	12	\$1,700.00
TASK HOURS	8	118	20	15	161	
TASK LABOR COSTS	\$1,440.00	\$19,470.00	\$1,600.00	\$975.00	\$23,485.00	\$23,485.00
PERCENT BREAKDOWN	6.1%	82.9%	6.8%	4.2%	100.0%	
TOTAL LUMP SUM FEE COMPUTATIONS						
						(1) Pegasus Engineering Labor Costs = \$23,485.00
						(2) Reimbursable Expenses (plots, copies, travel expenses, etc.) = \$1,500.00
						Total Lump Sum Fee = \$24,985.00



6
Thomas Abbott, Chair
Gene Valentino, Vice-Chair

Terry A. Joseph, Executive Director

September 23, 2014

Mr. Hunter Walker
Administrator, Santa Rosa County
6495 Caroline Street
Milton, FL 32570

Dear Mr. Walker:

Enclosed you will find the final report and an invoice for completed work on the County's Small Quantity Generator contract with the West Florida Regional Planning Council for the 2013-2014 fiscal year.

Additionally, I have included a contract for the 2014-2015 fiscal year. We look forward to working with you on this endeavor.

Sincerely,

A handwritten signature in cursive script, appearing to read "Terry A. Joseph".

Terry A. Joseph
Executive Director

Enclosure

AGREEMENT
BETWEEN
SANTA ROSA COUNTY, FLORIDA
AND
THE WEST FLORIDA REGIONAL PLANNING COUNCIL

This Agreement is entered into on _____, 2014, by the **Santa Rosa County, Florida**, (hereinafter referred to as the "County"), a municipal corporation of the State of Florida with the address of 6495 Caroline Street, Milton, Fl 32570 and the **West Florida Regional Planning Council** (hereinafter referred to as the "Council"), an agency of the State of Florida with the address of Post Office Box 11399, Pensacola, Florida 32524-1399. The purpose of this Agreement is to provide the basis under which the County and the Council agree to cooperate in preparing the Small Quantity Hazardous Waste Assessment, Notification and Verification program (hereinafter called the SQG Program) consistent with Florida Statutes Chapter 403.7226.

The parties to this Agreement believe it is in the public interest that the County and the Council cooperatively seek to undertake, perform and complete the inspections and reports on local businesses generating hazardous waste as required by state regulations. The County has determined that this Agreement is the most cost-effective method for the County to procure the services required to complete the inspections and reports in accordance with state regulations;

In consideration of the mutual covenants and promises contained herein, the County and Council agree as follows:

1.00 SCOPE OF SERVICES

1.01 The Council shall provide the Required Services identified in Attachment A.

1.02 Required Services shall be made pursuant to and as required by the Florida Department of Environmental Protection specified under Chapter 403.7226 F.S.

2.00 SCHEDULES AND TIME CONSTRAINTS

2.01 This Agreement shall be effective when signed by both County and Council and shall remain in effect until September 30, 2015, unless (i) a party terminates this Agreement without cause prior to such end date pursuant to Section 8.01 or (ii) a party terminates this Agreement with Cause prior to such end date pursuant to Section 8.02.

2.02 In regard to Required Services, the Council shall provide the County with project deliverables in a timely manner pursuant to their required due dates.

2.03 The County shall promptly respond to Council's reasonable requests for information in order to allow the Council to perform the agreed Scope of Services in a timely manner.

3.00 COMPENSATION

3.01 The Council will perform the Required Services described in Attachment A for the cost of \$12,300.00.

3.02 If either the Council or the County terminates this Agreement, the Council shall determine the unbilled amount of work performed up to and including the date of termination and will issue a final invoice for (i) such unbilled work, based on the amounts and rates provided in Attachment A, and (ii) all amounts previously billed and unpaid.

4.00 METHOD OF PAYMENT

The parties will adhere to the following procedures concerning payment for Council's services under this Agreement:

4.01 Determination of the amounts payable to the Council shall be as stated in Section 3.00 and Attachment A of this Agreement.

4.02 The invoice will be signed by the Executive Director of the Council as to its correctness.

4.03 The invoice will be accompanied by a progress report and such other documentation as may reasonably be required by the County.

4.04 County's payment to the Council must be made within thirty (30) days after the County's receipt of a properly filed and correct invoice.

4.05 The County may withhold payment until questions of accuracy and correctness are cleared up to its reasonable satisfaction.

5.00 WORK PRODUCTS

5.01 The Council shall provide the materials required to perform the Required Services listed on Attachment A. Data and materials provided to the Council by the County remain the property of the County and shall be returned to the County upon termination of this Agreement or within thirty (30) days after County's written notice requesting the return of information. All other data and materials gathered, compiled or prepared by the Council are property of the Council and shall not be subject to disclosure to the County or other persons or entities, except to the extent required by law.

5.02 The parties acknowledge that this Agreement and related documents may be subject to disclosure pursuant to Chapter 119, Florida Statutes, as amended. In the event a party fails to comply with Chapter 119, Florida Statutes, the other party may provide such documents as required by Chapter 119, Florida Statutes.

6.00 COOPERATION

6.01 The following individuals shall be the primary contact persons under this Agreement:

Santa Rosa County – Mr. Hunter Walker, 6495 Caroline Street, Suite M, Milton, FL 32570, HunterW@santarosa.fl.gov

West Florida Regional Planning Council – Ms. Terry Joseph, Director, Post Office Box 11399, Pensacola, Florida 32524-1399, (850) 332-7976, ext. 201, terry.joseph@wfrpc.org.

7.00 HOLD HARMLESS

7.01 County and Council and their respective elected officials, representatives, employees, agents and officers shall not be deemed to assume any liability for the acts, omissions or negligence of the other party. The Council and the County agree to be fully responsible for their own acts or omissions which result in claims or suits and agree to indemnify and hold the other party harmless for such acts or omissions. However, Council shall not be obligated to indemnify or hold County (or its elected officials,

representatives, employees, agents and officers) harmless from and against any claim, demand, cost and damages relating in any manner to erroneous information provided by the County, its elected officials, representatives, employees, agents and officers.

7.02 The County shall indemnify and hold the Council (and its elected officials, representatives, employees, agents and officers) harmless for all claims, demands, costs and damages, including attorneys' fees, in connection with the County's methods and manner of implementation of Council's recommendations, designs or interpretations. In addition, County shall indemnify and hold Council (and its elected officials, representatives, employees, agents and officers) harmless from and against all claims, demands, costs and damages, including attorneys' fees, relating in any manner to erroneous information provided by the County, its elected officials, representatives, employees, agents and officers.

8.00 TERMINATION

8.01 Termination Without Cause. This Agreement may be terminated without cause by either the County or the Council, by giving written notice to the other party sixty (60) calendar days before such termination. Unless otherwise mutually agreed to in writing, the Council shall continue to perform its services during the sixty-day period preceding termination. Council shall be entitled to payment for services performed and expenses incurred through the date of termination, as well as a fee of \$ 0.00 (the "Termination Fee").

8.02 Termination for Cause. If either County or Council believes that an event has occurred that is described in Section 8.03 as "Cause," it shall provide the other party with written notice thereof (the "Cause Notice"). Upon receipt of a written assertion of the Cause Notice, the party in receipt of such notice shall have 15 calendar days after the receipt of the Cause Notice (the "Cure Period") to cure the asserted Cause. If the Cure Period expires without the curing of the Cause asserted for termination, the party alleging the occurrence of Cause shall notify the other party in writing of the failure to cure the asserted Cause and the termination of this Agreement (the "Termination Notice"). This Agreement shall terminate immediately upon the receipt of a Termination Notice by either party, unless otherwise mutually agreed upon in writing. Upon receipt of a Termination Notice, the Council shall cease all

performance under this Agreement. At that time, the Council shall be entitled to payment for services performed and expenses incurred as of the receipt of the Termination Notice, as well as a fee of \$ 0.00 (the "Termination Fee").

8.03 "Cause" shall be defined as follows:

- a) County's non-payment of a correct invoice after ninety (90) days;
- b) The Council's noncompliance with the nondiscrimination provisions of this Agreement;
- c) Either party fails to comply with the requirements of Chapter 119, Florida Statutes, regarding the provision of public records;
- d) The provision of the Scope of Services becomes illegal, impractical or impossible through no fault of the Council or the County; or
- e) A material breach of this Agreement by either party.

8.04 Upon receipt of any termination notice, with or without cause, under this Section 8, the Council shall have the right to send an invoice to the County with a non-binding estimate of fees and costs expected to be incurred by the Council through the date of termination, without prejudice to any invoice later submitted should actual charges differ from the estimated amounts. County must submit any objection to this non-binding estimate to the Council in writing within ten (10) days of the County's receipt of such estimate.

9.00 SUPPLEMENTAL AND PRIOR AGREEMENTS

9.01 It is understood and agreed that no supplemental agreement of any nature may be entered into by the parties hereto with regard to the work to be performed hereunder without the signed written agreement of the County and the Council, anything to the contrary in this Agreement notwithstanding.

9.02 This Agreement supersedes all prior negotiations, correspondence, conversations, agreements or understandings applicable to matters contained herein, and no deviations from this Agreement shall be predicated upon any prior representations of either party, whether oral or written.

13.00 GOVERNING LAW

13.01 This Agreement shall be governed by and construed in accordance with the laws of the State of Florida and exclusive venue of all disputes (if any) shall be in the Santa Rosa County, State of Florida.

IN WITNESS WHEREOF, we the undersigned, duly authorized representatives of the County and the Council, do hereby enter into this Agreement.

SANTA ROSA COUNTY

WEST FLORIDA REGIONAL PLANNING COUNCIL

By: _____
Chair, Board of County Commissioners

By: _____
Chair, West Florida Regional Planning Council

APPROVED:

Hunter Walker

From: Joseph, Terry <terry.joseph@wfrpc.org>
Sent: Wednesday, October 22, 2014 2:20 PM
To: Hunter Walker
Subject: General TA Agreement
Attachments: Interlocal Agreement w-Santa Rosa Co.docx

Hunter,

Per our discussion at the Economic Symposium, I am attaching an interlocal agreement that would serve as an over-arching, 'generic' agreement under which task orders could be issued for projects such as the South Santa Rosa Bike/Ped Master Plan and any other future technical assistance work that might be desired by the County. We have this in place in two counties and are asking the others to follow this method to simplify the agreement/contracting process. This can speed up the start of, particularly, short term projects.

Let me know if you have questions or want to revise the agreement. Thanks so much.

Terry

Terry A. Joseph

Executive Director
West Florida Regional Planning Council
P.O. Box 11399
Pensacola, FL 32524
850-332-7976 x201
850-637-1923 FAX

NOTICE: E-mail communications to or from West Florida Regional Planning Council employees are considered to be public records. Florida's public records law requires these communications be made available to the public and media upon request. (Florida Statutes, Chapter 119)

Interlocal Agreement

This Interlocal Agreement, made and entered into will become effective the ____ day of _____, 2014, by and between the West Florida Regional Planning Council (hereinafter referred to as "WFRPC") and the County of Santa Rosa (hereinafter referred to as "Santa Rosa County" or "County"), which is a political subdivision of the State of Florida.

WITNESSETH:

WHEREAS, Section 163.01, Florida Statutes, permits local government units to make the efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population, and other factors influencing the needs and development of local communities; and

WHEREAS, Section 186.501, Florida Statutes, mandates the creation of regional planning councils and recognizes them as Florida's only multipurpose regional entity that is in a position to plan for and coordinate intergovernmental solutions to growth-related problems on greater-than-local issues, provide technical assistance to local governments, and meet other needs of the communities in each region; and

WHEREAS, the purpose of this agreement is to foster cooperation between the County and the WFRPC regarding necessary technical assistance.

NOW, THEREFORE, Santa Rosa County and the WFRPC agree as follows:

The purpose of this agreement is to foster cooperation and communication between the two parties and to provide a formal vehicle for provision of technical assistance by WFRPC to the County as needed, and when agreed upon in writing by both parties, per the Florida Statutes.

IN WITNESS WHEREOF, the County and WFRPC have officially adopted and caused this agreement to be executed and their signature to be affixed by their respective Chairman as of the day and year first above written.

WEST FLORIDA REGIONAL PLANNING COUNCIL
BY ITS CHAIRMAN

ATTEST:

Memo

To: Hunter Walker
Through: Tony Gomillion
From: Brad Baker
Date: November 6, 2014
Re: Communication System / Motorola Agreement

Recommendation

Recommend the Board enter into a contractual agreement with Motorola to provide a comprehensive 700/800 MHz trunked system and authorize the Chairman to sign all related documents.

Recommend the Board approve an inter-local agreement with Escambia County for the use of P25 Master Core and appropriate tower space.

The Motorola agreement is contingent upon a fully executed agreement with Escambia County and an executed agreement with Santa Rosa County Schools System for a tower location to be situated at the old Munson School.

Background

This capital project was discussed at the June 12 and October 9, 2014 regular meetings of the BOCC. Staff was directed to move forward with the necessary steps to enter into negotiation with Motorola for contract terms and pricing as outlined at the October meeting. In addition, staff was tasked with requesting formal agreement terms with Escambia County for a joint project to be ratified by the Board this month.

Summary of Agreement

1. System Cost: \$7,279,240 based on Government Contract Pricing
2. Payments: \$1 million due on installation of Fixed Network Equipment(FNE) (approximate date 08/31/15); \$1 million due on acceptance of the system (approximate date 01/29/16) and balance in the amount of \$5,729,240 financed for 7 years at 1.79% interest with annual payments in the amount of \$809,011. Interest rate is well below market rate.
3. Upgrade of the Escambia P25 Master Core
4. Construction of 300 ft. self-supporting tower at the old Munson School site and associated Fixed Network Equipment

5. Fixed Network Equipment replacement at the three current tower sites and installation of new equipment installation at two Escambia County tower sites
6. 15 dispatch console replacements at Santa Rosa County Emergency Communications Center, Sheriff's Office, Milton PD and Gulf Breeze PD communication centers
7. Microwave Point-to-Point connection from SRC tower to Scenic Heights tower
8. Complete list of components are included in Exhibit B of proposal



MOTOROLA

October 2, 2014

Mr. Brad Baker
Director – Division of Emergency Management
Santa Rosa County Board of County Commissioners
4499 Pine Forrest Road
Milton, Fl. 32583

Re: Project 25 (P25) Digital Radio System Upgrade

Dear Brad:

Motorola Solutions, Inc. ("Motorola") submits the attached proposal for a Public Safety Radio System Upgrade to a P25 Standards Digital Radio Solution, and appreciates your consideration of our offering.

Our proposed solution uses the following "competitively bid" purchasing contract to provide the highest level of discounting possible: The Houston-Galveston Area Council (H-GAC) Contract. In addition, we have proposed very aggressive interest rates on our Lease-Purchase plan options.

Motorola's proposal is based on the enclosed Communications System Agreement and Exhibits, or a negotiated version thereof. This proposal pricing is valid through and including November 30, 2014.

Motorola welcomes any questions Santa Rosa County may have regarding our proposed solution. Please contact your local Account Executive, Richard Shelby, at 251-583-1071.

We thank you for the opportunity to furnish the Santa Rosa County with solutions that exceed industry and market standards and to strengthen our relationship by implementing this project. Our goal is to help you meet your communication goals by providing you the best products and services available in the communications industry.

Sincerely,

Motorola Solutions, Inc.

A handwritten signature in black ink, appearing to read "Randy Johnson".

Randy Johnson
MSSSL Vice President, Director of Sales
Motorola Solutions, Inc.

SYSTEM DESCRIPTION

1.1 INTRODUCTION

Motorola is pleased to provide the following proposal for Santa Rosa County. Escambia County has recently migrated to a P25 Digital Platform, and the purpose of this project is to leverage the Escambia County P25 Core by connecting new P25 RF sites for Santa Rosa County. The Escambia County core supports their P25 UHF Conventional system. Motorola is proposing a robust, standards-based (Project 25 compliant) 700/800 MHz trunked radio system featuring capacity and scalability for Santa Rosa County.

The system design consists of upgrading Escambia County's existing 7.9 M2 Digital Conventional Core to support Trunking by adding the appropriate licenses and software. The proposal for Escambia County will upgrade the Escambia Core to the latest version of Motorola's ASTRO25 platform – 7.15. This will provide full APCO TDMA capability. Upgrading Escambia's Core is significantly more cost effective than Santa Rosa County purchasing their own Core or Master Site. Additionally, cost sharing of maintenance garners further on-going cost savings for all three entities.

The Master Site contains the required components needed to manage and control the system, and to distribute the signals out to each of the five new RF sites of Santa Rosa County. New dispatch Consoles will be added to the Santa Rosa County 911 and Santa Rosa County Sheriff's Office dispatch centers. Additionally, the proposal will replace the existing Dispatch Consoles at the City of Milton, and the City of Gulf Breeze. All of the new RF and Dispatch infrastructure will be connected back to the Master Site through a network of new and existing microwave links as well as county owned fiber optic network.

The Escambia Master Site consists of a M2 ASTRO P25 Core which will support a combined total of 25 RF and dispatch sites. The M2 Master Site consists of redundant Zone Controllers and data base servers to ensure the operational integrity of the system reliability during disasters or unexpected failures of site equipment.



INTERLOCAL AGREEMENT BETWEEN SANTA ROSA COUNTY AND ESCAMBIA COUNTY FOR SHARED USE OF COMMUNICATIONS INFRASTRUCTURE

This Interlocal Agreement (hereinafter "Agreement") is made and entered into this ___ day of _____, 2014, by and between Santa Rosa County, a political subdivision of the State of Florida, acting through its Board of County Commissioners (hereinafter "Santa Rosa"), with an administrative address of 6495 Caroline Street, Milton, Florida 32570, and Escambia County, a political subdivision of the State of Florida, acting through its Board of County Commissioners (hereinafter "Escambia"), with an administrative address of P.O. Box 1591, Pensacola, Florida 32597.

WITNESSETH:

WHEREAS, Escambia and Santa Rosa have legal authority to perform general governmental services within their respective jurisdictions; and

WHEREAS, pursuant to §§163.01, Florida Statutes, et seq., Escambia and Santa Rosa are authorized to enter into interlocal agreements and cooperatively utilize their powers and resources in the most efficient manner possible; and

WHEREAS, Escambia and Santa Rosa desire to enter into this Agreement setting forth the terms whereby the parties shall cooperatively utilize certain communications infrastructure owned by Escambia County for the purpose of supporting an interoperable P-25 public safety radio communications system.

NOW THEREFORE, for an in consideration of the mutual covenants contained herein and the mutual benefits and for other good and valuable consideration, the parties to this Agreement hereby agree as follows:

Section 1. Recitals. The recitals contained in the Preamble of this Agreement are declared to be true and correct and are incorporated into this Agreement.

Section 2. Purpose of the Agreement. Pursuant to §§163.01, Florida Statutes, et seq., this Agreement establishes the conditions, extent, and mechanism whereby the parties shall cooperatively utilize certain communications infrastructure owned by Escambia County for the purpose of supporting an interoperable P-25 public safety communications system.

Section 3. Definitions. **P-25 public safety radio communications system:** The digital radio system that provides for communications to all Escambia County Public Safety entities, to include Emergency Communications Center, ECFR, EMS, and ECSO. The P25 system hardware includes; computer servers, base station radios, mobile and portable radios, site routers, microwave towers, microwave radios and dishes, and transmit/receive antennas.

P25 Master Core: The Master Core is housed at the Escambia Public Safety Building located at 6575 North "W" Street. "Core" hardware includes servers, routers, and computer switches associated with processing, routing and managing digital radio transmissions. **User Configuration Server (UCS):** Database management server used for creating and managing radio "talk groups" within the communications system.

Section 4. Responsibilities of the Parties.

The Parties shall cooperatively establish a technical means whereby Santa Rosa may operate six (6) Motorola P-25 radio sites utilizing Escambia's P25 Master Core. Escambia's existing **User Configuration Server (UCS)** will serve as the primary database server for all user configurations.

Escambia shall provide authorized Santa Rosa staff reasonable access to the UCS for user and system configuration.

Santa Rosa will provide a reliable network connection (microwave, fiber, wireless, common carrier and/or other means) between the Santa Rosa and Escambia network systems and shall, at all times, be responsible for maintaining network connectivity to the UCS.

Escambia will provide Santa Rosa with component rack and antenna mounting space for network connectivity at the Don Sutton Microwave Tower Site located at 2340B Crabtree Church Road. Additionally, Escambia will provide rack space only at the Englewood Microwave Tower Site equipment shelter located at 1218 West Cross Street.

The Parties shall take appropriate measures to prevent the programming of unauthorized radio communications within their respective jurisdictions.

The Parties shall cooperatively define and document preprogrammed interoperable talk groups within each jurisdiction in order to facilitate interoperability during disaster responses. Any other preprogrammed interoperable talk groups crossing jurisdictional boundaries shall require prior written authorization.

The Parties agree to work cooperatively to determine a mutually agreeable operational plan in the event of any system wide upgrades relating to the Master Core. Each Party will be solely responsible for any costs or expenses related to modification, repair, or replacement of their respective components that maybe required to accommodate system wide upgrades

The Parties shall at all times maintain their respective components in good working order. Each Party will be solely responsible for any maintenance costs or expenses related to repair or replacement requirements.

Section 5. Independence of Operations. The Parties hereto shall at all times maintain independent P-25 radio services within their respective jurisdictions.

Section 6. Service Agreement. Escambia previously entered into a Fixed Equipment Service Agreement with Motorola Solutions, Inc., to provide network support services for Escambia's P-25 public safety communications system. (See Motorola Services Agreement and Customer Support Plan, attached hereto and incorporated herein as Exhibit A.) If said Service Agreement is terminated or modified, Escambia shall provide notice of such termination or modification to Santa Rosa.

Section 7. Maintenance Fee. In exchange for the use of Escambia's Motorola Master Core and existing UCS, Santa Rosa agrees to pay one half of the monthly recurring service fee for the Fixed Equipment Service associated with the Master Core as provided by Motorola Solutions, Inc., pursuant to the Motorola Services Agreement and Customer Support Plan attached as Exhibit A.

Section 8. Permits. The performance by either party under this Agreement shall be subject to and contingent upon receipt of all permits or other federal, state or local governmental authorizations ("Permits") necessary for the use of the Facilities and Equipment, including, but not limited to, any building permits, zoning allowances, variances, special use permits or other permits.

Section 9. Compliance with Laws. The Parties agrees to comply with all federal, state and local laws, rules, policies, or guidelines related to the performance of this Agreement now in effect or hereafter enacted as the same may apply to the use of the Facilities and Equipment, and shall obtain any necessary licenses, permits and other approvals required of the use of said Facilities and Equipment. The Parties further agree to cooperate in obtaining such licenses, permits, and approvals. Each Party shall be responsible for compliance with all FCC and/or OSHA radio frequency rules and regulations as they pertain to each Party's respective components of the Facilities and Equipment

Section 11. Effective Date. This Agreement, after being properly executed by all parties named herein, shall become effective upon its filing with the Clerk of the Circuit Court of Escambia County, Florida. Escambia County shall be responsible for filing this document upon receipt of the executed Agreement.

Section 12. Term. This Agreement shall commence upon the effective date and continue for a term of 10 years. Thereafter, this Agreement shall automatically renew for additional, successive twelve month periods until terminated by either party as provided herein.

Section 13. Termination. Either party may terminate this agreement with or without cause upon providing at least three hundred sixty-five (365) days prior written notice to the non-terminating party. Such termination shall be effective three hundred sixty-five (365) days following the receipt of such notice by the non-terminating party.

Section 14. Removal/Separation. Within one hundred and eighty (180) days after the effective date of termination, the Parties shall separate all network system configurations. Each Party will be solely responsible for any costs or expenses related to modification, repair, or replacement of their respective facilities and equipment as may be necessitated by the system separation.

Section 15. Liability. Subject to any claim of sovereign immunity, each Party to this Agreement shall be fully liable for the acts and omissions of its respective employees and agents in the performance of this Agreement to the extent permitted by law.

Section 16. Records. The parties acknowledge that this Agreement and any related financial records, audits, reports, plans, correspondence, and other documents may be subject to disclosure to members of the public pursuant to Chapter 119, Florida Statutes, as amended. In the event a party fails to abide by the provision of Chapter 119, Florida Statutes, the other party may, without prejudice to any right or remedy and after giving that party, seven (7) days written notice, during which period the party fails to allow access to such documents, terminate this Agreement.

Section 17. Assignment. The Agreement, or any interest herein, shall not be assigned, transferred, or otherwise encumbered, under any circumstances, by the Parties, without the prior written consent of the other party.

Section 18. Headings. Headings and subtitles used throughout this Agreement are for the purpose of convenience only, and no heading or subtitle shall modify or be used to interpret the text of any section.

Section 19. Survival. All other provisions, which by their inherent character, sense, and context are intended to survive termination of this Agreement, shall survive the termination of this Agreement.

Section 20. Interpretation.

(a) For the purpose of this Agreement, the singular includes the plural and the plural shall include the singular. References to statutes or regulations shall include all statutory or regulatory provisions consolidating, amending, or replacing the statutes or regulations referred to. Words not otherwise defined that have well-known technical or industry meanings, are used in accordance with such recognized meanings.

(b) References to persons include their respective permitted successors and assigns and, in the case of governmental persons, persons succeeding to their respective functions and capacities. This Agreement shall not be more strictly construed against either party hereto by reason of the fact that one party may have drafted or prepared any or all of the terms and provision hereof.

Section 21. Severability. The invalidity or non-enforceability of any portion or provision of this Agreement shall not affect the validity or enforceability of any other portion or

Hunter Walker

From: Commissioner Cole
Sent: Thursday, October 30, 2014 12:36 PM
To: Hunter Walker
Subject: Waters of the US

Hunter ,
I understand the comment period until Nov. 14 is extended would like to place on next agenda, with comments from Roger on the effect is on SRC and have input on this item.
Bob

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.

DRAFT COMMENTS ON “WATERS OF THE U.S.”

Short Version

[USE YOU COUNTY’S LETTERHEAD]

[Date]

Donna Downing
Jurisdiction Team Leader, Wetlands Division
U.S. Environmental Protection Agency
Water Docket, Room 2822T
1200 Pennsylvania Avenue NW
Washington, D.C. 20460

Stacey Jensen
Regulatory Community of Practice
U.S. Army Corps of Engineers
441 G Street NW
Washington, DC 20314

Re: U.S. EPA and U.S. Army Corps of Engineers Proposed Rule on “Definition of “Waters of the United States Under the Clean Water Act,” Docket No. EPA-HQ-OW-2011-0880

Dear (Members Name):

I am a county [official/staff/title] and I am writing on the Environmental Protection Agency (EPA) and the U.S. Army Corps of Engineers (Corps) proposed rule regarding *Definition of Waters of the U.S. Under the Clean Water Act*, Docket No. EPA-HQ-OW-2011-0880. This proposed rule was released on April 21, it would amend the definition of “waters of the U.S.” and expand the range of waters that fall under federal jurisdiction.

Counties are tasked with the heavy responsibility to protect the health, welfare, and safety of their citizens, as well as maintain and improve their quality of life. This includes protecting of valuable water resources, whether as a regulated entity or regulator, to ensure that the nation’s waters remain clean.

I am very concerned that the proposed rule would modify existing regulations, which have been in place for over 25 years. **Because the proposed rule could expand the scope of CWA jurisdiction, counties could feel a major impact as more waters become federally protected and subject to new rules or standards.**

The proposed “waters of the U.S.” regulation from EPA and the Corps could have a significant impact on counties across the country, in the following ways:

- **Seeks to define waters under federal jurisdiction:** The proposed rule would modify existing regulations, which have been in place for over 25 years, regarding which waters fall under federal jurisdiction through the Clean Water Act (CWA). Because the proposed rule could expand the scope of CWA jurisdiction, counties could feel a major impact as more waters become federally regulated and subject to new rules or standards.

- **Potentially increases the number of county-owned ditches under federal regulation:** The proposed rule would define some ditches as “waters of the U.S.” if they meet certain conditions. This means that more county-owned ditches would likely fall under federal oversight. In recent years, Section 404 permits have been required for ditch maintenance activities such as cleaning out vegetation and debris. **Once a ditch is under federal jurisdiction, the Section 404 permit process can be extremely cumbersome, time-consuming and expensive, leaving counties vulnerable to citizen suits if the federal permit process is not streamlined.**
- **Applies to all Clean Water Act programs, not just Section 404 program:** The proposed rule would apply not just to Section 404 permits, but also to other Clean Water Act programs. These programs would subject county governments to increasingly complex and costly federal regulatory requirements under the proposed rule which impacts local stormwater and pesticide application programs, state water quality standards designations, green infrastructure and water reuse.

Additionally, key terms used in the proposed regulation—tributary, adjacent waters, riparian areas, flood plains, and even ditch exemptions on uplands and flow—are unclear. It is uncertain how these definitions will be used to effectively implement various CWA programs.

More importantly, the agencies’ cost-benefits analysis—*Economic Analysis of Proposed Revised Definition of Waters of the U.S.* (March 2013), acknowledges the data used and assumptions made to craft the analysis may be flawed. This is of supreme concern to local governments who may serve as both the regulator and the regulated under CWA. If costs and implications of the changes are not recognized ahead of time, it will have a negative impact on local governments.

If you have any questions, please do not hesitate to contact me.

Sincerely,

(sig)

(Name)
(Title, County, State)

cc: Member of Congress
NACo

ORDINANCE NO. 2014 - ____

**AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA,
AMENDING ORDINANCE 2005-37; SUSPENDING
IMPOSITION OF TRANSPORTATION IMPACT FEES;
PROVIDING FOR CODIFICATION; AND, PROVIDING
FOR AN EFFECTIVE DATE.**

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

SECTION 1. Santa Rosa County Ordinance 2005-37 as amended is amended as follows:

(Language added is printed in type which is **bold underline** type, and language deleted is printed in ~~struck through~~ type.)

The imposition of transportation impact fees pursuant to Ordinance 2005-37, as amended, is hereby suspended for a one year period beginning on January 1, 2015.

SECTION 2. CODIFICATION. The provisions of this ordinance shall become and be made a part of the code of laws and ordinances of the County of Santa Rosa. The sections of this ordinance may be renumbered or relettered to accomplish such, and the word "ordinance" may be changed to "section", "article", or any other appropriate word.

SECTION 3. EFFECTIVE DATE. This Ordinance shall take effect upon the filing of a certified copy of this Ordinance with the Department of State within ten (10) days after enactment.

PASSED AND ADOPTED by a vote of __ yeas and __ nays and __ absent of the Board of County Commissioners of Santa Rosa County, Florida, on the ____ day of December, 2014.

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

By: _____
Chairman

ATTEST:

Clerk of Court

I, Donald C. Spencer, Clerk of Court of Santa Rosa County, Florida, do hereby certify that the same was adopted and filed of record and sent electronically to the Secretary of the State of Florida, on this _____ day of _____, 2014.

Donald C. Spencer, Clerk of Court

Hunter Walker

From: Avis Whitfield
Sent: Thursday, November 06, 2014 12:54 PM
To: Commissioner Lynchard; Hunter Walker
Subject: CR 399 Multi-Use Path
Attachments: AvisMemoHunter2014.doc; Area 3 Impact Fee Projects

See attached estimate to complete multi-use path on East Bay Boulevard. Jayne said we have approximately 1.9 million currently in Area 3 Impact Fees. The second attachment is a 2013 email from Shawn Ward listing other projects that were discussed for potential funding with Area 3 Impact Fees. The first one on the list has been completed.

Avis Whitfield
Director
Santa Rosa County Public Works

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.

Hunter Walker

From: Shawn Ward
Sent: Monday, June 17, 2013 2:14 PM
To: Beckie Cato; Roger Blaylock; Stephen Furman; Avis Whitfield; Marc Bonifay
Subject: Area 3 Impact Fee Projects

Below is a list of projects that were discussed for utilizing the remaining \$1,775,227.00 Area 3 Impact Fee Funds:

1. Addition of a second left turn lane on the Navarre Beach Causeway heading west onto US 98.
2. Sidewalks on Edgewood Drive from East Bay Blvd to US 98. (approximately 15,350 feet)
3. Sidewalk on the westside of Ortega Street from edge of existing sidewalk around Branston Drive to US 98 (approximately 2,600 feet)
4. Navarre Community Access Road PD&E
5. Left and right turn lanes at the intersection of Bergren Road and East Bay Blvd.
6. Whisper Bay Blvd and Sunrunner Lane interconnection

Let me know if I missed something or anything needs to be changed. We may want to include an estimated cost for each of the projects.

Thanks,

Shawn Ward
Santa Rosa County | Transportation Planner
6051 Old Bagdad Hwy, Suite 202 | Milton, FL 32583
Shawnw@santarosa.fl.gov
850-981-7082

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SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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

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

M E M O R A N D U M

TO: Board of Commissioners
FROM: Hunter Walker, County Administrator
DATE: November 4, 2015
SUBJECT: Public Works Director

Public Works Director Avis Whitfield is scheduled to retire June 30, 2015 after thirty-nine (39) years of service to Santa Rosa County. He is an extremely capable Public Works Director and a valued member of my senior staff.

I have given the matter of his replacement a great deal of thought over the past year or so and it has become clear to me that Santa Rosa County is probably the last county of its size and complexity that does not require a professionally licensed engineer as its public works director. Avis has been that capable, but he has also had an assistant public works director for the past nine (9) years that is a professional engineer.

Stephen Furman is beginning his twentieth year of service in Santa Rosa County, serving as the Assistant Public Works Director since September, 2005. He began his service in November 1995 beginning as Project Engineer and later as Assistant County Engineer.

Given the above, I recommend promoting Stephen Furman to the position of Public Works Director effective July 1, 2015. He has the professional credentials, institutional knowledge, and the respect of rank and file public works employees and his peers throughout the county. To that end, find proposed employment services contract for Public Works Director effective July 1, 2015 at starting salary of \$111,404.80.

This approval will allow Human Resources Department to proceed with advertising the Assistant Public Works Director position which will be vacated by Stephen Furman. The goal is to have that position filled in mid to late January which will allow a transition period for the Assistant and for Stephen Furman which is strongly recommended by Avis Whitfield and was a strategy that worked extremely well in transitioning the OMB Director position several years ago.

This matter will be on agenda for Monday November 10, 2015
Committee-of-the-Whole meeting.

PUBLIC WORKS DIRECTOR EMPLOYMENT AGREEMENT

**STATE OF FLORIDA
COUNTY OF SANTA ROSA**

THIS AGREEMENT, made and entered into by and between Santa Rosa County, a political subdivision of the State of Florida, hereinafter called "COUNTY", and Stephen L. Furman, hereinafter called "DIRECTOR",

WITNESSETH:

WHEREAS, COUNTY desires to employ the services of DIRECTOR as Public Works Director of Santa Rosa County, Florida, and

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

WHEREAS, it is the desire of DIRECTOR to accept employment as Public Works Director of said County.

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

1. **DUTIES.** COUNTY hereby confirms its appointment of DIRECTOR and DIRECTOR hereby confirms his acceptance of such appointment, to be Public Works Director of Santa Rosa County. DIRECTOR duties shall include such other duties as directed by the County Administrator.

2. **PERFORMANCE OF DUTIES.** All acts performed by the DIRECTOR explicitly or impliedly on behalf of COUNTY shall be deemed authorized by the COUNTY as its agent; except that any act which constitutes willful misconduct or which may be unlawful, contrary to any directive, written or oral, of the Board of County Commissioners or contrary to any policy of the Board of County Commissioners, shall be deemed to be the individual act of the DIRECTOR and without authority of the COUNTY.

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

4. **FULL-TIME OCCUPATION.** The parties expect that PUBLIC WORKS DIRECTOR will devote substantially his full working time to the performance of the duties required hereunder. To this end, DIRECTOR shall not engage in any gainful employment or

consequential income producing activities which will in any way conflict with, or impair his ability to satisfactorily discharge and perform all responsibilities and duties required hereunder.

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

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

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

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

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

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

7. **COMPENSATION.** COUNTY agrees to compensate DIRECTOR for his services rendered pursuant hereto at the rate of \$111,404.80 per annum, payable biweekly in accordance with pay periods for County employees. DIRECTOR's base compensation shall be adjusted annually to reflect the same percentages of merit and cost-of-living increases as the Board of County Commissioners may approve for County employees based upon performance evaluation conducted by the County Administrator. Director's merit increase shall be equivalent to the merit increases received by a classified employee starting at Step 4.

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

8. **INSURANCE.** DIRECTOR shall be included in COUNTY's group insurance benefit programs, including full right to participation therein both as to himself and his dependents. COUNTY shall pay, on behalf of DIRECTOR the same portion of group insurance benefits as paid for County employees.

9. **TRAVEL ALLOWANCE.** County shall provide a COUNTY vehicle for his use.

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

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

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

13. **TERM.** This Agreement shall take effect on July 1, 2015. This Agreement may be terminated at any time by either party, subject to the provision of Paragraph 6.

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

14. **INDEMNIFICATION.** The COUNTY shall defend, save harmless and indemnify the DIRECTOR against any actions, in tort or if he is named as a party defendant in any action for any injury or damage suffered as a result of any act, event, or omission of action in the scope of his duties or function, unless he acted in bad faith or with malicious intent purpose or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. The COUNTY shall not be liable in tort for the acts or omissions of the DIRECTOR committed while

Hunter Walker

From: Sheila Harris
Sent: Wednesday, November 05, 2014 1:38 PM
To: Hunter Walker
Cc: Emily Spencer; Merry Beth Andrews; Roy Andrews
Subject: FW: T12004 - Bagdad Mill - RTP Amendment
Attachments: RTP T12004 Amendment 1 with Revised Attachment A.pdf

Hunter,

Please add the attached Amendment and Revised Attachment A to next week’s agenda for BOCC approval. This amendment extends the period of performance for the Recreational Trails Program (RTP) grant awarded for construction of the trail and trail related amenities at the Bagdad Mill Site.

I will provide the appropriate number of originals for execution by the Chairman prior to next Thursday’s meeting.

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

From: Birdsong, Robin [<mailto:Robin.Birdsong@dep.state.fl.us>]
Sent: Wednesday, November 05, 2014 1:32 PM
To: Sheila Harris
Subject: T12004 - Bagdad Mill - RTP Amendment

Sheila,

Please find attached an original First Amendment to the Agreement, with Attachment, for your review. If you find this document to be in order, please print two (2) original agreements, with attachment, (single side), sign and date as appropriate and return the originals to the address below within five (5) working days following completion of your internal review. Once signed by the Department, an original will be returned to you for your records.

Should you have any questions or need any changes please contact me.

Robin Birdsong
Recreational Trails Program
Office of Operations
Florida Department of Environmental Protection
3900 Commonwealth Boulevard, MS #585
Tallahassee, FL 32399-3000
Robin.Birdsong@dep.state.fl.us
O: 850-245-2065

**FIRST AMENDMENT TO
DEP AGREEMENT NO. T1204
SANTA ROSA COUNTY – BAGDAD MILL TRAIL
Non-Motorized Diverse Use**

THIS FIRST AMENDMENT TO DEP AGREEMENT NO. T1204 (“First Amendment”) affects the Bagdad Mill Trail Project and is made and entered into between the STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (the “DEPARTMENT”) and SANTA ROSA COUNTY (the “GRANTEE”).

RECITALS:

WHEREAS, on or about December 28th, 2012, the Department and Grantee entered into a Florida Recreational Trails Program Project Agreement No. T12004 (the “Agreement”) for the recreational trail project known as the Bagdad Mill Trail Project ("Project"); which Agreement is incorporated in this First Amendment by reference.

WHEREAS, the Agreement collectively includes Attachments A, B, C, D, and E.

WHEREAS, Grantee has requested an extension of time to complete the Project and to revise the Agreement’s Attachment A, Recreational Trails Program Project Grant Work Plan (hereinafter, “Attachment A”).

WHEREAS, the Department and the Grantee have confirmed that such revisions are within the parameters of the Agreement.

WHEREAS, Paragraph 3 of the Agreement also requires that revisions to Attachment A be reduced to writing in an amendment to the Agreement.

WHEREAS, the Department is willing to revise the Agreement, all as more particularly set forth in this First Amendment.

NOW THEREFORE, in consideration of the foregoing Recitals, the Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties mutually agree as follows:

1. Recitals. The Recitals set forth hereinabove are true and correct and are incorporated herein by reference.

2. Amendments to the Agreement. The Agreement is hereby revised and/or modified as follows:

a.) The First sentence in Paragraph 1, on Page 1, is hereby deleted in its entirety, and the following is hereby substituted in lieu thereof: "The Project Agreement shall be effective upon execution of this project Agreement and end on December 28, 2015."

b.) Attachment A is hereby deleted in its entirety, and the Attachment A annexed to this First Amendment, entitled "Recreational Trails Program Project Work Plan" (Revised 10/17/14), is hereby substituted in lieu thereof. From and after the date of this First Amendment, the phrase "Attachment A" shall mean the Attachment A annexed to this First Amendment.

c.) Paragraph 7 on Page 3 is hereby deleted in its entirety, and the following is hereby substituted in lieu thereof: "The Grantee shall complete all Project construction no later than December 28, 2015."

d.) The third sentence of Paragraph 10 G. on Page 6 is hereby modified to delete the date of "February 15, 2015," and to require in lieu thereof, that Grantee must submit a final payment request to the Department no later than 45 days from the completion of the Project.

e.) Paragraphs 25 and 39 are hereby revised to update the name and address of the Department's Grant Manager, for the purpose of the Agreement, to: Robin Birdsong (or her successor), Recreational Trails Program, Office of Operations, State of Florida Department of Environmental Protection, 3900 Commonwealth Boulevard, MS 585, Tallahassee, FL 32399-3000.

3. Ratification. Except as modified by this First Amendment and its Attachment A, the Agreement is hereby ratified and confirmed and remains in full force and effect. In the event of a conflict between the Agreement and this First Amendment, this First Amendment shall control.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

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

STATE OF FLORIDA DEPARTMENT
OF ENVIRONMENTAL PROTECTION

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

By: _____
Director (or Designee)
Office of Operations

By: _____
Printed Name: _____
Title: _____

Date: _____

Date: _____

Address:
6495 Caroline Street
Milton, Florida 32570

DEP Grant Manager

Approved as to form and legality:

DEP Attorney

GRANTEE'S ATTORNEY (if required)

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

LIST OF ATTACHMENTS/EXHIBITS INCLUDED AS PART OF THIS FIRST AMENDMENT:

<u>Specify Type</u>	<u>Letter/Number</u>	<u>Description (include number of pages)</u>
Attachment	A	Recreational Trails Program Project Grant Work Plan Santa Rosa County – Bagdad Mill Trail RTP Project # T12004 (Revised 10/17/14) (3 pages)

ATTACHMENT A
RECREATIONAL TRAILS PROGRAM PROJECT GRANT WORK PLAN
Santa Rosa County – Bagdad Mill Trail – Nonmotorized/Diverse Use Trail
RTP Project #T12004

Project Tasks, Deliverables, Associated Costs & Completion Dates

PROJECT TASK AND DELIVERABLE DESCRIPTIONS	AMOUNT of COSTS to be Paid with RTP funds	AMOUNT of COSTS to be Grantee Match	TOTAL ESTIMATED COST (RTP + Match)	COMPLETION DATE FOR DELIVERABLE	INDICATE IF TO BE BID, or INHOUSE, or COMBINATION
<p>#1 Task Description: 100% Design/Permitting for construction of 2,239 linear feet, 10-foot-wide, asphalt/concrete loop Trail, including site work, and related support facilities that may include benches, water fountain, trash receptacles, bicycle racks, two feet of sod along trail edges or native vegetation.</p> <p>#1 Task Deliverables: 100% Construction of Loop Trail and related support facilities, as-built site plan and dated color photographs of completed project elements.</p>	\$33,460	\$33,460	\$66,920	June 30, 2015	Combination
TOTALS	\$33,460	\$33,460	\$66,920		

Performance Standard: Approval of deliverables is based upon review for compliance with the requirements for funding under the Recreational Trail grant program; approved plans and application approved for funding.

Financial Consequences: Failure to meet the performance standard will result in the rejection of the invoice for reimbursement and claim for match.

OCT 23 2014 Bu Adn 15



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 21, 2014

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 2015 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 2015. **We are required by the Florida Department of Economic Opportunity to receive all appointments in writing** annually.

Thank you for your support.

Sincerely,

Janice Richards
Board of Directors Liaison

/jr



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



16

JAYER 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
ROY V. ANDREWS, County Attorney
JAYNE N. BELL, OMB Director

M E M O R A N D U M

TO: Board of Commissioners

FROM: Hunter Walker, County Administrator

DATE: November 5, 2014

SUBJECT: FY2014-2015 Capital Purchases

Find attached list of proposed equipment, vehicles, and related capital purchases that were removed from the FY2014-2015 operating budget for funding from reserves set aside for capital purchases.

The action requested is to initiate the procurement process for these items which will ultimately be returned to Board for approval.

Please call with questions.

2014/2015 Capital Requests by Fund / Dept

<u>Fund/Department</u>	<u>Description</u>	<u>#</u>	<u>Unit Cost</u>	<u>Total</u>	
001/0120/ Computer Support	SANS Storage	1	\$100,000	\$ 100,000	
	Total Computer Support				\$100,000
001 /0200/ Engineering	Color Copier	1	\$10,000	\$10,000	
	Desktop Scanner	1	\$8,000	\$8,000	
	4x4 Short wheel base Crew cab truck	1	\$30,000	\$30,000	
	Total Engineering				\$48,000
001 /0610/ Library	Coin Machines	5	\$2,700	\$ 13,500	
	Van	1	\$25,000	\$ 25,000	
	Total Library				\$ 38,500
001/0620/Soil Conservation	Data Circuit Lines	3	\$2,400	\$ 7,200	
	Total Soil Conservation				\$ 7,200
001/630/Co-Op	15 passenger van	1	\$24,000	\$24,000	
	Total Co-Op				\$ 24,000
001 /0662/ Nav Beach Other	4x4 ATV (LifeGuard)	1	7,800	\$ 7,800	
	Metal Roof Replacement	3	\$7,500	\$ 22,500	
	Replace Metal Light poles at Boat Ramp	1	\$8,500	\$ 8,500	
	Total Navarre Beach Other				\$ 38,800
001/2300/ Building Maint	3/4 Ton Truck with Utility Body	1	\$26,000	\$26,000	
	Total Building Maintenance				\$ 26,000
001/2340/Public Services	Carpet in Auditorium		\$45,000	\$ 45,000	
	Total Public Services				\$ 45,000
001/2360/Admin Center Maint	Carpet in Admin Center		\$152,000	\$ 152,000	
	Total Admin Center				\$ 152,000
001/2420/Mosquito Control	Two-Wheel Drive 1/2 ton truck	1	\$22,000	\$22,000	
	Foue-Wheel Drive 1/2 ton truck	1	\$26,000	\$26,000	
	Industrial Drill Press	1	\$2,000	\$2,000	
	Total Mosquito Control				\$ 50,000
001/2500/ Animal Control	3/4 Ton ACO Truck	1	\$50,000	\$ 50,000	
	Dash Camera for ACO truck, data storage, laptops for trucks, etc. To be determined		to be determined		
	Total Animal Control				\$ 67,000 estimate
001/3100 Inspections	Replacement Vehicles	3	\$18,500	\$55,500	
	Total Inspections				\$ 55,500
001 /3300/ P & Z	Copier/Scanner/Printer	1	\$6,600	\$6,600	
	Flatbed Scanner	1	\$5,000	\$ 5,000	
	Total P & Z				\$ 11,600

Hunter Walker

From: john gillis <johndgillis@yahoo.com>
Sent: Monday, November 03, 2014 5:11 PM
To: Hunter Walker
Cc: fbgillis@gmail.com; Bonnie Gillis; Christine Kirkley
Subject: Inquiring if county approval is needed for fundraising event

To: Santa Rosa County Commission. Nov 03, 2014

RE: Fundraiser Kite Fest at Navarre Beach Jan 17, 2015

Dear Mr. Hunter Walker,

The HHT Foundation's brand, Cure HHT, deepens and renews our commitment to the HHT community. We have one mission that drives everything we do – to find a cure for HHT disease, a genetic blood vessel disorder that affects 1 in 5,000 people - 90% of which are undiagnosed.

Local chapters support the mission of the HHT Foundation, from influencing our legislators, to planning local fundraisers and creating a regional HHT networking alliance (RNA) to help educate the public.

The local group in Northern Florida is the Gulf Coast RNA, founded by Bonnie Gillis in 2011. Gulf Coast RNA has sponsored a Kite Fest the past two years and would like to have its 3rd Annual Kite Fest on January 17th 2015 at Navarre Beach County Park.

Kite Fest at Navarre Beach is envisioned as a family oriented event, free to the public. The primary objectives are to have fun, fund raising for Cure HHT and public awareness of HHT. The past events attracted 50 to 100 people over the course of one day with about 25 kites flying from the beach park. This year we would like more but it is really up to the weather. As in the past we plan to use one of the pavilions to hand out literature, sell food, sell kites, accept donations with all proceeds going to Cure HHT, a nonprofit. The time of the event would be approximately 8AM to 2PM, depending how good the wind is for kite flying.

We are inquiring if county approval is needed.

Sincerely,

John Gillis, Cure HHT

Phone: (850) 776-4302

John Gillis Email: johndgillis@yahoo.com

Gulf Coast Regional Network Alliance for Cure HHT

Regional Coordinators - Flora Gillis and John Gillis

P.O. Box 4616

Milton, FL 32572

Email: gulfcoasthht@gmail.com

Facebook: <https://www.facebook.com/pages/Gulf-Coast-HHT/198347900254867>

Cure HHT - National Contact Info

HHT Foundation International, Inc.

P.O. Box 329, Monkton, MD 21111 USA

Phone: 410-357-9932

FAX: 410-357-0655

<http://curehht.org/>



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



18

JAYER WILLIAMSON, District 1
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R. LANE LYNCHARD, District 5

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

TO: Hunter Walker, County Administrator

FROM: Emily Spencer

DATE: November 5, 2014

RE: Certificate of Public Convenience and Necessity for Operation of
Non-transportation Advanced Life Support System by Midway Fire Department

Attached for your review and recommendation is a copy of the application and proof of insurance for the issuance of a Certificate of Public Convenience and Necessity for operation of Non-transportation Advanced Life Support System for Midway Fire Department.

OCT 20 2014

STATE OF FLORIDA
COUNTY OF SANTA ROSA

APPLICATION FOR PERMIT PERTAINING
TO PROVISION OF NONTRANSPORT ADVANCED LIFE
SUPPORT SERVICES IN SANTA ROSA COUNTY

1. Name of Applicant: MIDWAY FIRE DISTRICT

2. Business address: #1322 COLLEGE PKWY, GULF BREEZE, FL 32563

3. Telephone number: (850) 932-4771

4. Principal officers:

Jonathan Kanzigg Title: FIRE CHIEF

_____ Title: _____

_____ Title: _____

_____ Title: _____

_____ Title: _____

5. Directors of Applicant: MIDWAY FIRE DISTRICT BOARD OF FIRE COMMISSIONERS

6. Territory which Applicant desires to serve: MIDWAY FIRE DISTRICT

7. Number of vehicles: 3

8. Brief description of vehicles, including kind and type, passenger capacity, arrangement, size,
and gross weight: 2 Fire ENGINES

9. Describe the location and description of the place or places from which the vehicle is intended to operate: MIDWAY FIRE DISTRICT

FIRE STATION 25 @ 1322 COLLEGE PKWY

FIRE STATION 37 @ 1801 ABERCROMBIE RD.

10. Describe briefly the training and experience of the applicant in the care of patients: _____

STATE CERTIFIED EMT-B and PARAMEDICS

11. Description of vehicle:

a. Make: SEE ATTACHED

b. Model: _____

c. Year of manufacture: _____

d. Motor number: _____

e. Chassis: _____

f. State or Federal Aviation Agency registration number: _____

g. Color scheme: 2 FIRE ENGINES ; CHARTREUSE YELLOW/WHITE

h. Insignia, name, monogram, or other distinguishing characteristics to be used to designate the Applicant's vehicle: SIDE DESIGNATIONS OF MIDWAY FIRE DISTRICT

12. Names and addresses of three (3) residents of the County as references:

EXEMPT

13. By execution of this Application by its duly authorized officer, Applicant agrees to file, in the event that the Application is granted and prior to its effectiveness, copies of policies of public liability, property damage and malpractice insurance as provided in Ordinance 87-54 of the Board of County Commissioners of Santa Rosa County, Florida, or a surety bond conditioned for the payment and satisfaction of any final judgment as required by such ordinance.

14. By execution of this Application by its duly authorized officer, Applicant agrees to file, in the event that the Application is granted and prior to its effectiveness, a copy of standard operating procedures which shall include all general and/or special instructions to personnel as to the exact nature of the duties, when applicable, under what conditions, to whom and how emergency care shall be rendered; and acknowledges that said standard operating procedures are to be reviewed and approved by the Board prior to initiation of service.

15. Attached to this application is Applicant's fee of \$50.00.

APPLICANT'S NAME:

JONATHAN KANZIGG, FIRE CHIEF

By: 

Its: _____



CERTIFICATE OF LIABILITY INSURANCE

MIDWA-7

OP ID: RP

DATE (MM/DD/YYYY)
05/22/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Underwood Anderson & Assoc Inc P.O. Drawer 9578 Pensacola, FL 32513-9578 Clyde Wayne Hood AAI	CONTACT NAME: Wayne Hood/Dwayne Cook
	PHONE (A/C, No, Ext): 850-434-5526 FAX (A/C, No): 850-438-0330 E-MAIL ADDRESS: dwayne@underwoodanderson.com
INSURED Midway Fire District 1322 College Parkway Gulf Breeze, FL 32561	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: Amer. Alternative Ins.c/o VFIS
	INSURER B: Preferred Gov.Ins.Trust c/o PUB
	INSURER C:
	INSURER D:
	INSURER E:

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			TR-2058825-06	10/01/2013	10/01/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> SEE POL FORM ADDL						PERSONAL & ADV INJURY \$ 1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE \$ 3,000,000
POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/>							PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY			CM-1055536-06	10/01/2013	10/01/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (PER ACCIDENT) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED		RETENTION \$				\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC FL1 0574401 13-11	10/01/2013	10/01/2014	WC STATU-TORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N					E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

State of Florida Burea of
Florida c/o Santa Rosa Cty
6051 Old Bagdad Hwy
Milton, FL 32583

STATEOF

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



19

JAYER 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
ROY V. ANDREWS, County Attorney
JAYNE BELL, OMB Director

TO: Hunter Walker, County Administrator

FROM: Emily Spencer

DATE: November 5, 2014

RE: Permit to provide advanced life support (ALS) non-transport emergency response services to Pace Volunteer Fire Department.

Attached for your review and recommendation is a copy of the application and proof of insurance for the issuance of a Permit for Pace Fire Rescue District.

STATE OF FLORIDA
COUNTY OF SANTA ROSA

APPLICATION FOR PERMIT PERTAINING
TO PROVISION OF NONTRANSPORT ADVANCED LIFE
SUPPORT SERVICES IN SANTA ROSA COUNTY

1. Name of Applicant: PACE FIRE RESCUE DISTRICT

2. Business address: 4773 PACE PATRIOT BLVD.

3. Telephone number: 850-994-6884 FAX-850-994-3683

4. Principal officers:

DONALD WADKINS Title: FIRE CHIEF

ROBBIE WHITFIELD Title: BATTALION CHIEF

RICHARD CARRION Title: PRESIDENT OF BOARD

LEE PITTS Title: FINANCIAL OFFICER

_____ Title: _____

5. Directors of Applicant: DONALD WADKINS FIRE CHIEF

WALLACE WADKINS DEPUTY FIRE CHIEF

ROBBIE WHITFIELD BATTALION CHIEF

6. Territory which Applicant desires to serve: ALL OF PACE FIRE RESCUE DISTRICT
AND MUTUAL AID.

7. Number of vehicles: 6

8. Brief description of vehicles, including kind and type, passenger capacity, arrangement, size,
and gross weight: FIRE TRUCKS, 4 AND 6 PASSENGER CAPACITY.

1 DODGE PICK-UP TRUCK

9. Describe the location and description of the place or places from which the vehicle is intended to operate: ALL FIRE TRUCKS WILL OPERATE FROM STATION ONE, STATION TWO, STATION THREE, STATION FOUR. STATION ONE, IS THE MAIN STATION.

10. Describe briefly the training and experience of the applicant in the care of patients: FLORIDA STATE CERTIFIED EMT'S AND PARAMEDICS.

11. Description of vehicle:

a. Make: PIERCE, FREIGHTLINERS, DODGE

b. Model: _____

c. Year of manufacture: 2009, 1999, 2007

d. Motor number: _____

e. Chassis: CUSTOM, AND COMMERCIAL CHASSIS

f. State or ~~Federal~~ Aviation Agency registration number: NA

g. Color scheme: RED AND WHITE TRUCKS.

h. Insignia, name, monogram, or other distinguishing characteristics to be used to designate the Applicant's vehicle: PACE FIRE RESCUE DISTRICT.

12. Names and addresses of three (3) residents of the County as references:

13. By execution of this Application by its duly authorized officer, Applicant agrees to file, in the event that the Application is granted and prior to its effectiveness, copies of policies of public liability, property damage and malpractice insurance as provided in Ordinance 87-54 of the Board of County Commissioners of Santa Rosa County, Florida, or a surety bond conditioned for the payment and satisfaction of any final judgment as required by such ordinance.

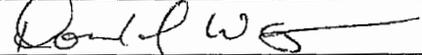
14. By execution of this Application by its duly authorized officer, Applicant agrees to file, in the event that the Application is granted and prior to its effectiveness, a copy of standard operating procedures which shall include all general and/or special instructions to personnel as to the exact nature of the duties, when applicable, under what conditions, to whom and how emergency care shall be rendered; and acknowledges that said standard operating procedures are to be reviewed and approved by the Board prior to initiation of service.

15. Attached to this application is Applicant's fee of \$500.00.

APPLICANT'S NAME:

PACE FIRE RESCUE DISTRICT

By: DONALD WASKINS CHIEF.

Its: 

County

American Alternative Insurance Corporation

(a stock insurance company)

Administrative Office: 555 College Road East • Princeton, NJ 08543-5241 • (800) 305-4954
Statutory Office: 2711 Centerville Road, Suite 400 • Wilmington, DE 19805

Administered by: VFIS • 183 Leader Heights Road • York, PA 17403
(800) 233-1957 • www.vfis.com



AUTOPOLICY DECLARATIONS

Named Insured and Mailing Address:
SANTA ROSA COUNTY BOARD OF
COUNTY COMMISSIONERS
6495 CAROLINE STREET
SUITE 1
MILTON FL 32570

Policy Number: VFIS-CM-1057789-06/000
Renewal of: VFIS-CM-1057789-05

Policy Period: From 04-17-2014
To 04-17-2015
at 12:01 AM Standard Time at your
mailing address shown above

Type of Entity: CORPORATION
Business Description: EMERGENCY SERVICE ORGANIZATION

Estimated Coverage Part Premium:	\$	13,863.00
Taxes, Fees and Surcharges:	\$	180.22
Total Premium:	\$	14,043.22

The policy premium is payable on the dates and in the amounts shown below:

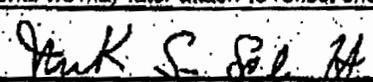
See Installment Schedule

Named Insured: SANTA ROSA COUNTY BOARD OF COUNTY COMMISSIONERS	Policy Number: VFIS-CM-1057789-06/000 Policy Period: From 04-17-2014 To 04-17-2015
---	--

Common Forms

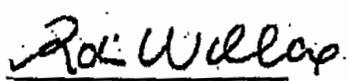
See Schedule of Forms and Endorsements.

In return for payment of the premium, and subject to all the terms of this policy, we agree with you to provide the insurance as stated in the policy. These declarations, the schedule of forms and endorsements, and any forms and endorsements we may later attach to reflect changes, make up and complete the above numbered policy.

 Authorized representative (countersignature, where required)	03-11-2014 Date
---	--------------------

The Company has caused this policy to be signed by its President and Secretary:


 President


 Secretary

Policy Number
VFIS-CM-1057789-06/000

SCHEDULE OF FORMS AND ENDORSEMENTS

Named Insured SANTA ROSA COUNTY BOARD OF COUNTY COMMISSIONERS Effective Date: 04-17-14
12:01 A.M., Standard Time
Agency Name VFIS

COMMON POLICY FORMS AND ENDORSEMENTS

IL 00 17	11-98	COMMON POLICY CONDITIONS
IL 00 21	09-08	NUCLEAR ENERGY LIABILITY EXCLUSION ENDT

AUTOMOBILE FORMS AND ENDORSEMENTS

AU1001	01-09	AUTO PHYSICAL DAMAGE EXTENSION ENDO
AU1002	01-09	AGREED VALUE ENDORSEMENT
AU1003	10-10	AUTO LIABILITY EXTENSION ENDORSEMENT
AU1005	10-97	WAIVER OF GOV/CHARITABLE IMMUNITY
AU1006	01-96	CARE, CUSTODY OR CONTROL EXCLUSION END
AU1007	10-97	COMMANDEERED AUTO DEFINITION END
AU1009	03-00	INCIDENTAL GARAGE OPERATIONS
AU1017	10-10	AUTO PHY DMG EXT END-PUB ENT AND ESO
CA 00 01	03-06	BUSINESS AUTO COVERAGE FORM
CA 01 28	03-09	FLORIDA CHANGES
CA 02 67	11-12	FL CHANGES - CANCELLATION AND NONRENEWAL
CA 22 10	01-13	FL PERSONAL INJURY PROTECTION
CA 20 02	12-93	SOUND RECEIVING EQUIP COVG --FIRE, POLICE
CA 20 18	12-93	PROFESSIONAL SERVICES NOT COVERED
CA 99 48	03-06	POLLUTION LIAB BROAD COV FOR COV AUTO

POLICYHOLDER NOTICES

Named Insured:
 SANTA ROSA COUNTY BOARD OF COUNTY
 COMMISSIONERS

Policy Number: VFIS-CM-1057789-06/000
 Policy Period: From 04-17-2014
 To 04-17-2015

AUTO COVERAGE PART DECLARATIONS

ITEM ONE: Named Insured (Refer to the Common or Auto Policy/Declarations)

ITEM TWO: Coverage and Covered Autos

This coverage part provides only those coverages activated by a Covered Auto Symbol or a Premium shown below:

Coverage	Covered Auto Symbols	Limit of Insurance (this is the most we will pay for any one accident or loss)	Premium
Liability (combined single limit)	1	\$1,000,000 each accident	\$ 5,191
Personal Injury Protection (PIP) (or equivalent no-fault coverage)	5	Refer to ITEM THREE and each PIP or added PIP endorsement	\$ 106
Added Personal Injury Protection (or equivalent added no-fault coverage)	N/A	Separately stated in each added PIP endorsement	
Property Protection Insurance (Michigan Only)	N/A	Separately stated in the P.P.I. endorsement minus Ded. for each accident	
Auto Medical Payments	N/A	each person	
Medical Expense and Income Loss Benefits (Virginia only)	N/A	Separately stated in each Medical Expense and Income Loss Benefits endorsement	
Uninsured Motorists (UM)	N/A	Refer to ITEM THREE and the Uninsured Motorists endorsement	
Underinsured Motorists (UIM) (when not included in UM coverage)	N/A	Refer to ITEM THREE and the Underinsured Motorists endorsement	
Physical Damage - Comprehensive	7, 8	Refer to ITEM THREE and ITEM FOUR (if applicable)	\$ 2,554
Physical Damage - Specified Causes of Loss	N/A		
Physical Damage - Collision	7, 8		\$ 6,012
Physical Damage - Towing and Labor	N/A	Refer to ITEM THREE	
Other Auto Coverages			
Estimated Coverage Part Premium:			\$ 13,863.00
Taxes, Fees and Surcharges:			\$ 180.22
Total Premium:			\$ 14,043.22

Named Insured: SANTA ROSA COUNTY BOARD OF COUNTY COMMISSIONERS
 Policy Number: VFIS-CM-1057789-06/000
 Policy Period: From 04-17-2014 To 04-17-2015

ITEM THREE: Schedule of Your Auto Coverage

Auto Schedule Summary

Veh. Num.	Year	Make	Model	PE Code	V.I.N.	Value
1	2008	FORD	RESCUE LT	RTL	1FTSK2098ED43328	\$ 24,446
2	2008	FORD	RESCUE LT	RTL	1FTSK21R68ED43097	\$ 24,690
3	2008	FORD	MINI PUMPER	MP	1FDWF37R18ED74996	\$ 40,480
4	2008	FORD	SERVICE	OTH	1FTW33R28EE29000	ACV
5	2009	FORD	BRUSH VEH	BV	1FDAN57R09EA01227	\$ 104,000
6	2009	FORD	BRUSH VEH	BV	1FDAN57R09EA01228	\$ 104,000
7	2009	PIERCE	PUMPER LDH	PLDH	4P1CJ01A09A009541	\$ 456,924
8	2009	PIERCE	PUMPER TANKER	PT	4P1CJ01A99A009540	\$ 456,238
9	2009	FORD	BRUSH VEH	BV	1FDAX57R19EA42724	\$ 178,777
10	2009	E-1	PUMPER LDH	PLDH	4EN6AA8991004750	\$ 440,000
11	2009	E-1	TANKER	T	4EN6AA8991005066	\$ 350,000
12	2010	ISL	TANKER	T	4EN6AA8991A1006242	\$ 412,000
13	2011	CHEVY	TANKER PPT	OTH	1GN6N2EDXBR196445	\$ 35,000

Named Insured:
 SANTA ROSA COUNTY BOARD OF COUNTY
 COMMISSIONERS

Policy Number: VFIS-CM-1057789-06/000
 Policy Period: From 04-17-2014
 To 04-17-2015



Insured's #:
 Insured Entity:

Year: 2008
 Make: FORD
 Model: RESCUE LT
 V.I.N.: 1FTSXZ0R98ED63328
 Valuation: Agreed Value

Use:
 Class Code: 790900
 State: FL
 Territory: 168

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 371
Personal Injury Protection (PIP)	See Endorsement		\$ 8
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)			
Underinsured Motorists (UIM)			
Physical Damage - Comprehensive	\$ 24,446	\$ 1,000	\$ 51
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision	\$ 24,446	\$ 1,000	\$ 80
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 510



Insured's #:
 Insured Entity:

Year: 2008
 Make: FORD
 Model: RESCUE LT
 V.I.N.: 1FTSX21R68ED43097
 Valuation: Agreed Value

Use:
 Class Code: 790900
 State: FL
 Territory: 168

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 371
Personal Injury Protection (PIP)	See Endorsement		\$ 8
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)			
Underinsured Motorists (UIM)			
Physical Damage - Comprehensive	\$ 34,690	\$ 1,000	\$ 59
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision	\$ 34,690	\$ 1,000	\$ 92
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 530

Named Insured: SANTA ROSA COUNTY BOARD OF COUNTY COMMISSIONERS
 Policy Number: VFIS-CM-1057789-06/000
 Policy Period: From 04-17-2014 To 04-17-2015

Vehicle # [REDACTED] Insured's #: [REDACTED]
 Insured Entity: [REDACTED]

Year: 2009 Use:
 Make: PIERCE Class Code: 790900
 Model: PUMPER LDH State: FL
 V.I.N.: 4P1CJ01A09A009541 Territory: 168
 Valuation: Agreed Value

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 371
Personal Injury Protection (PIP)	See Endorsement		\$ 8
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)			
Underinsured Motorists (UIM)			
Physical Damage - Comprehensive	\$ 455,924	\$ 1,000	\$ 409
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision	\$ 455,924	\$ 1,000	\$ 988
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 1,776

Vehicle # [REDACTED] Insured's #: [REDACTED]
 Insured Entity: [REDACTED]

Year: 2009 Use:
 Make: PIERCE Class Code: 790900
 Model: PUMPER TANKER State: FL
 V.I.N.: 4P1CJ01A99A009540 Territory: 168
 Valuation: Agreed Value

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 371
Personal Injury Protection (PIP)	See Endorsement		\$ 8
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)			
Underinsured Motorists (UIM)			
Physical Damage - Comprehensive	\$ 455,238	\$ 1,000	\$ 407
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision	\$ 455,238	\$ 1,000	\$ 987
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 1,773

Named Insured:
PACE FIRE/RESCUE DISTRICT, INC

Policy Number: VFIS-TR-2053626-07/000
Policy Period: From: 05-29-2014
To: 05-29-2015

Insured's #:
Insured Entity:

ALS
E2104

Year: 1999
Make: E-ONE
Model: PUMPER
V.I.N.: 1FV6JLCB9XHA46483
Valuation: Agreed Value

Use:
Class Code: 790900
State: FL
Territory: 168

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 429
Personal Injury Protection (PIP)	See Endorsement		\$ 8
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)	\$ 30,000		\$ 35
Underinsured Motorists (UIM)	\$ 30,000		INCL
Physical Damage - Comprehensive	\$ 250,000	\$ 500	\$ 294
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision	\$ 250,000	\$ 500	\$ 712
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 1,478

Insured's #:
Insured Entity:

Not
E2102

Year: 1999
Make: E-ONE
Model: PUMPER
V.I.N.: 1FV6JLCB0XHA46484
Valuation: Agreed Value

Use:
Class Code: 790900
State: FL
Territory: 168

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 429
Personal Injury Protection (PIP)	See Endorsement		\$ 8
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)	\$ 30,000		\$ 35
Underinsured Motorists (UIM)	\$ 30,000		INCL
Physical Damage - Comprehensive	\$ 250,000	\$ 500	\$ 294
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision	\$ 250,000	\$ 500	\$ 712
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 1,478

Named Insured:
PACE FIRE/RESCUE DISTRICT, INC

Policy Number: VFIS-TR-2053626-07/000
Policy Period: From: 05-29-2014
To: 05-29-2015

Insured's #:

Insured Entity:

LADDER 21

Year: 1997
Make: E-1
Model: AERIAL
V.I.N.: 4EN3AAA88V1007977
Valuation: Agreed Value

Use:
Class Code: 790900
State: FL
Territory: 168

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 446
Personal Injury Protection (PIP)	See Endorsement		\$ 8
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)	\$ 30,000		\$ 35
Underinsured Motorists (UIM)	\$ 30,000		INCL
Physical Damage - Comprehensive	\$ 500,000	\$ 500	\$ 588
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision	\$ 500,000	\$ 500	\$ 1,424
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 2,501

Insured's #:

Insured Entity:

E2103
ALS

Year: 1999
Make: E-ONE
Model: PUMPER
V.I.N.: 1FV6JLCB2XHA01739
Valuation: Agreed Value

Use:
Class Code: 790900
State: FL
Territory: 168

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 429
Personal Injury Protection (PIP)	See Endorsement		\$ 8
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)	\$ 30,000		\$ 35
Underinsured Motorists (UIM)	\$ 30,000		INCL
Physical Damage - Comprehensive	\$ 250,000	\$ 500	\$ 294
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision	\$ 250,000	\$ 500	\$ 712
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 1,478

Named Insured:
PACE FIRE/RESCUE DISTRICT, INC

Policy Number: VFIS-TR-2053626-07/000
Policy Period: From: 05-29-2014
To: 05-29-2015

Insured's #: DPCHF

Insured Entity:

Year: 2003
Make: FORD
Model: PICKUP
V.I.N.: 1FTNX20L73EB68913
Valuation: N/A

Use:
Class Code: 790800
State: FL
Territory: 168

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 434
Personal Injury Protection (PIP)	See Endorsement		\$ 10
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)	\$ 30,000		\$ 44
Underinsured Motorists (UIM)	\$ 30,000		INCL
Physical Damage - Comprehensive			
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision			
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 488

Insured's #: SERV

Insured Entity:

SER 21
ALS

Year: 2004
Make: FORD
Model: SERVICE
V.I.N.: 1FTNX20L74EC48472
Valuation: N/A

Use: Service
Class Code: 014990
State: FL
Territory: 168

Coverages:	Limit of Insurance	Deductible	Premium
Liability (combined single limit)	\$ 1,000,000		\$ 454
Personal Injury Protection (PIP)	See Endorsement		\$ 8
Added Personal Injury Protection			
Property Protection Insurance (MI only)			
Auto Medical Payments			
Medical Exp. And Income Loss Benefits (VA only)			
Uninsured Motorists (UM)	\$ 30,000		\$ 35
Underinsured Motorists (UIM)	\$ 30,000		INCL
Physical Damage - Comprehensive			
Physical Damage - Specified Causes of Loss			
Physical Damage - Collision			
Physical Damage - Towing and Labor			
Other Auto Coverages			
Total:			\$ 497

NOTICE OF PUBLIC HEARING

WHEREAS, Asya A. Jazzar has petitioned to vacate, abandon, discontinue and renounce any interest and right of the public in and to the following described property to wit:

The unnamed right-of-way running East and West between Lots 1-6 and Lots 7 and 10, Block 641 in the Avalon Beach Subdivision, Plat Book "A", Pages 1-10 of the public records of Santa Rosa County, Florida.

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

NOW THEREFORE, all interested persons and the public generally are directed that a public hearing upon the above mentioned Petition, shall be held by the Santa Rosa County Board of County Commissioners at the Tiger Point Community Center, 1370 Tiger Park Lane, Gulf Breeze, Florida, on the 13th day of November, 2014, at the hour of 9:30 a.m. Central Time, or as soon thereafter as the matter can be considered.

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

If you are a person with a disability who needs any accommodation in order to participate in a public hearing you are entitled to the provision of certain assistance. Please contact Emily Spencer at (850) 983-1855 or at 6495 Caroline Street, Milton, Florida, at least one (1) week prior to the date of the public hearing.



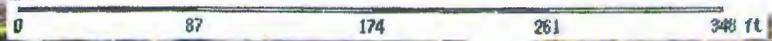
Lakes/Rivers from US Census Dept, may not match parcels exactly

MLS Listings

Parcel Sales

- 2014+ Parcel Sales
- 2013 Parcel Sales
- 2012 Parcel Sales

DEL MONTE ST



Santarosa County Appraiser			
Parcel: 40-1N-28-0090-64100-0030 Acres: 0			
Name:	JAZZAR ASYA ABDUL KADER (ASIA)	Land Value:	58,965
Site:	3022 28TH AVE N	Building Value:	75,903
Sale:	\$18,000 on 2009-11 Reason=V Qual=Q	Misc Value:	14,751
Mail:	3022 N 28TH AVE MILTON, FL 32583	Just Value:	149,619
		Assessed Value:	140,059
		Exempt Value:	50,000
		Taxable Value:	90,059



Santa Rosa County makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. Greg Brown Santa Rosa County Property Appraiser
 Date printed: 09/08/14 : 15:28:38

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



Preliminary
Engineers Report
November 10, 2014

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 November 13, 2014 at 9:00 a.m. in Milton, Florida.

1. Discussion of annual topographic survey and capacity calculations for Central Landfill.
(Attachment A)
2. Discussion of Change Order 1 to the contract with Panhandle Grading & Paving, Inc. in the amount of 66,358.15 and 22 additional days for the 2014 Flood North Street Repair.
(Attachment B)
3. Discussion of Change Order 1 to the contract with Panhandle Grading & Paving, Inc. reducing the amount by \$11,000.72 and 7 additional days for the 2014 Flood Southeast Street Repair.
(Attachment C)
4. Discussion of Change Order 1 to the contract with Roads, Inc. reducing the amount by \$63,280.92 and 7 additional days for the 2014 Flood Southwest Street Repair.
(Attachment D)
5. Discussion of rail easement and supplemental agreement for the Gulf Cable rail project.
(Attachment E)
6. Recommend approval of Preliminary Plat for Cambria Subdivision, a 170 lot subdivision of a portion of Section 30, Township 1 North, Range 28 West, Santa Rosa County, Florida.
(District 1) (Attachment F)

Location: 2 miles, more or less, South on Avalon Boulevard from U.S. 90, West on Cyanamid Road, property on the south side.

7. Recommend approval of Final Plat for Pace Mill Creek Phase 3A, a 70 lot subdivision a portion of Section 33, Township 2 North, Range 29 West, Santa Rosa County, Florida. (District 1)
(Attachment G)

Location: 2-1/2 miles, more or less, North on Chumuckla Highway from U.S. 90, Northeast on Education Drive, Southeast on Pace Mill Way, South on Grist Mill Circle.

8. Recommend approval of Paved Road and Drainage Maintenance for New Haven Estates, a 23 lot subdivision a portion of Section 12, Township 2 South, Range 27 West, Santa Rosa County, Florida. (District 4) (Attachment H)

Location: 2-1/4 miles, more or less, West on East Bay Boulevard from Highway 87 South, property is on the South side of East Bay Boulevard.

New Haven Boulevard 1328 LF±

9. Recommend approval of Paved Road and Drainage Maintenance for Promise Creek, a 117 lot subdivision a portion of Section(s) 18 Township, 2 South, Range 26 West, of Santa Rosa County, Florida. (District 4). (Attachment I)

Location: ½ mile, more or less, West on Highway 98 from Highway 87, North on Andorra, West on Escola, north on Las Vegas Trail, property on the West side.

Promise Creek Road	958 LF±
Durrell Lane	763 LF±
Herzog Trail	245 LF±
Catline Circle	2251 LF±



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

Roger A. Blaylock, P.E.
County Engineer

Ronald C. Hixson
Environmental Manager

Memo

To: Hunter Walker, County Administrator

From: Ronald Hixson, Environmental Manager

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

Date: October 20, 2014

Re: ANNUAL TOPOGRAPHIC SURVEY AND REMAINING CAPACITY
CALCULATIONS FOR CENTRAL LANDFILL

A handwritten signature in black ink, appearing to read "Roger Blaylock", is written over the "Thru:" line of the memo.

Situation:

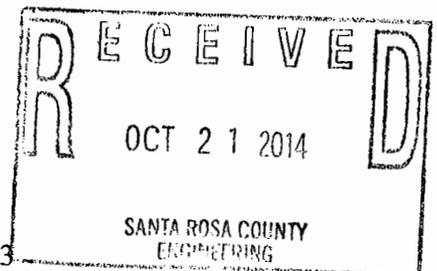
Florida Administrative Code Chapter 62-701, Solid Waste Management Facilities and Central Landfill's Operations Permit requires an estimate of the remaining disposal volume, in cubic yards, and life of the Class I Landfill be submitted to FDEP annually. The estimate must include the active Class 1 disposal area as well as any permitted areas not yet constructed.

Finding:

The Environmental Department has utilized SCS Engineers for several years to conduct an aerial topographic survey and perform the required calculations to determine remaining life and disposal capacity. Determination of the remaining life and disposal capacity requires the comparison of the new aerial survey with survey data from preceding years. SCS Engineers has retained each year's aerial topographic survey and is able to provide the service at a reasonable cost.

Recommendation:

That the Board of County Commissions approve a Task Order to SCS Engineers in the amount of \$13,500 to provide an aerial topographic survey and calculate the remaining disposal capacity for Central Landfill for submission to the Florida Department of Environmental Protection.





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

MEMO

TO: Roger Blaylock

FROM: Chris Phillips *CP*

DATE: November 3, 2014

RE: 2014 Flood – NORTH Street Repair

Attached is a change order request due to revised quantities required by FEMA inspection after the bids were received. There were also two work areas that were discovered after construction began because of continued roadway deterioration after work began. All of the items included in the change order were brought to FEMA's attention prior to commencement.

ORIGINAL CONTRACT SUM: \$375,754.00
INCREASE: \$66,358.15

NEW CONTRACT SUM: \$442,112.15

ADDITIONAL DAYS REQUIRED: 22 days

CHANGE ORDER

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

AIA DOCUMENT G701

PROJECT: 2014 Flood North Street Repair Project
TO CONTRACTOR: Panahndle Grading & Paving, Inc.
CHANGE ORDER NUMBER: ONE
DATE: 9/30/2014
ARCHITECT'S PROJECT NO.:
CONTRACT DATE: 6/12/2014
CONTRACT FOR:

The Contract is changed as follows:
Additions & Deletions of Quantities to the Contract
Repair Storm Water Crossing on Holleyberry Road

APPROVED: _____
Construction Management



Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	<u>\$375,754.00</u>
Net change by previously authorized Change orders	
(Contract Sum) (Guaranteed maximum Price) prior to this Change order was	<u>\$375,754.00</u>
The (Contract Sum) (Guaranteed maximum price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	<u>\$ 66,358.15</u>
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	<u>\$442,112.15</u>
The Contract Time will be (increased) (decreased) (unchanged) by	22 DAYS
The date of Substantial Completion as of the date of this Change Order therefore is	10/12/2014

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Santa Rosa County Engineering
ARCHITECT *Engineer*
6051 Old Bagdad Hwy
Address
Milton, FL 32583

Panhandle Grading & Paving, Inc.
CONTRACTOR
2665 Solo Dos Familiaf
Address
Pensacola, FL 32534

Santa Rosa County
OWNER
6495 Caroline Street
Address
Milton, FL 32570

BY *Reg A Blaylock*
DATE *11/5/14*

BY *[Signature]*
DATE *10/14/14*

BY
DATE

2014 Flood North Street Repair
 Change Order #1 per Revised Quantities

ITEM	DESCRIPTION	QUANT	UNIT	UNIT PRICE	TOTAL
Revised Quantities per Revised Drawings					
1	Remove Existing Asphalt via Milling	1412	SY	\$ 2.60	\$ 3,671.20
2	Remove Existing Base via Milling	1412	SY	\$ 2.42	\$ 3,417.04
3	Subgrade Prep/ Re-work	1412	SY	\$ 2.00	\$ 2,824.00
4	6" Limestone Base	1412	SY	\$ 13.40	\$ 18,920.80
5	1- 1/2" Type SP-12.5 Asphalt	1412	SY	\$ 7.10	\$ 10,025.20
6	Concrete Collar Repair at Sundial & Holleyberry	2	EA	\$ 775.00	\$ 1,550.00
7	Cut & Patch Asphalt, Concrete Collar Repair	3	EA	\$ 1,565.25	\$ 4,695.75
					\$ 45,103.99
Additional Road Reconstruction on Holleyberry Road					
8	100' x 20' Additional Road Reconstruction	223	SY	\$ 27.52	\$ 6,136.96
Holleyberry Pipe Repair					
9	36" Class 3 RCP Pipe	32	LF	\$ 116.35	\$ 3,723.20
10	Remove 36" PE Pipe	32	LF	\$ 19.00	\$ 608.00
11	42" Class 3 RCP Pipe	32	LF	\$ 129.25	\$ 4,136.00
12	Remove 42" PE Pipe	32	LF	\$ 19.00	\$ 608.00
13	Remove/ Replace Type A CI Throats	2	EA	\$ 1,263.00	\$ 2,526.00
14	36" Concrete Pipe Collar per FDOT 280	0	EA	\$ 775.00	\$ -
15	42" Concrete Pipe Collar per FDOT 280	2	EA	\$ 933.00	\$ 1,866.00
16	Remove/ Replace Layback Curb & Gutter	0	LF	\$ 36.20	\$ -
17	Centipede Sodding	0	SY	\$ 4.00	\$ -
18	Testing	1	LS	\$ 400.00	\$ 400.00
19	MOT	1	LS	\$ 1,250.00	\$ 1,250.00
					\$ 15,117.20
CHANGE ORDER TOTAL					\$ 66,358.15



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

MEMO

TO: Roger Blaylock

FROM: Chris Phillips *CP*

DATE: November 3, 2014

RE: 2014 Flood – SOUTHEAST Street Repair

Attached is a change order request due to revised quantities required by FEMA inspection after the bids were received. There were also three work areas that were discovered after construction began because of continued roadway deterioration after work began. All of the items included in the change order were brought to FEMA's attention prior to commencement. While there is a deduct in the total square yards of work area, there is an increase in days due to weather and an increase in the specific areas that required contractor mobilization.

ORIGINAL CONTRACT SUM:	\$695,073.00
DEDUCT:	<u>-\$11,000.72</u>
NEW CONTRACT SUM:	\$684,072.28
ADDITIONAL DAYS REQUIRED:	7 days

CHANGE
ORDER

AIA DOCUMENT G701

OWNER
ARCHITECT
CONTRACTOR
FIELD
OTHER

PROJECT:
2014 Flood Southeast Street Repair Project

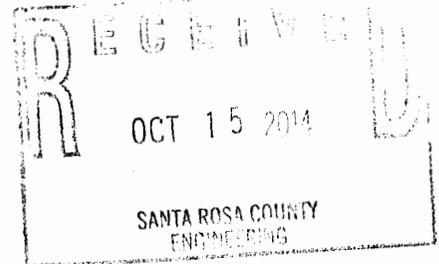
CHANGE ORDER NUMBER: ONE
DATE: 9/30/2014
ARCHITECT'S PROJECT NO.:

TO CONTRACTOR:
Panahndle Grading & Paving, Inc.

CONTRACT DATE: 6/12/2014
CONTRACT FOR:

The Contract is changed as follows:
Additions & Deletions of Quantities to the Contract

APPROVED: _____
Construction Management



Not valid until signed by the Owner, Architect and Contractor.

The original (Contract Sum) (Guaranteed maximum Price) was	<u>\$695,073.00</u>
Net change by previously authorized Change orders	
(Contract Sum) (Guaranteed maximum Price) prior to this Change order was	<u>\$695,073.00</u>
The (Contract Sum) (Guaranteed maximum price) will be (increased) (decreased) (unchanged) by this Change Order in the amount of	<u>\$(11,000.72)</u>
The new (Contract Sum) (Guaranteed maximum Price) including this Change order will be	<u>\$684,072.28</u>
The Contract Time will be (increased) (decreased) (unchanged) by	7 DAYS
The date of Substantial Completion as of the date of this Change Order therefore is	10/12/2014

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Santa Rosa County Engineering
ARCHITECT *Engineer*
6051 Old Bagdad Hwy
Address
Milton, FL 32583

Panhandle Grading & Paving, Inc.
CONTRACTOR
2665 Solo Dos Familiaf
Address
Pensacola, FL 32534

Santa Rosa County
OWNER
6495 Caroline Street
Address
Milton, FL 32570

BY *Roger A. Blaylock*
DATE *11/5/14*

BY *[Signature]*
DATE *10/14/14*

BY _____
DATE _____

2014 Flood Southeast Street Repair
Change Order #1 per Revised Quantities

ITEM	DESCRIPTION	QUANT	UNIT	UNIT PRICE	TOTAL
Deletion of a portion of Martha's Way					
1	Remove Existing Asphalt via Milling	-918	SY	\$ 2.60	\$ (2,386.80)
2	Remove Existing Base via Milling	-918	SY	\$ 2.94	\$ (2,698.92)
3	Subgrade Prep/ Re-work	-918	SY	\$ 2.00	\$ (1,836.00)
4	6" Limestone Base	-918	SY	\$ 13.40	\$ (12,301.20)
5	1- 1/2" Type SP-12.5 Asphalt	-918	SY	\$ 6.70	\$ (6,150.60)
6	Additional work on Jessica Way	280	SY	\$ 27.64	\$ 7,739.20
7	Additional work on Andrew Court	175		\$ 27.64	\$ 4,837.00
8	Additional work on Orion Lake	65		\$ 27.64	\$ 1,796.60
CHANGE ORDER TOTAL					\$ (11,000.72)



SANTA ROSA COUNTY ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

www.santarosa.fl.gov

MEMO

TO: Roger Blaylock

FROM: Chris Phillips *CP*

DATE: November 4, 2014

RE: 2014 Flood – SOUTHWEST Street Repair

Attached is a change order request due to revised quantities required by FEMA inspection after the bids were received. There are additional days requested due to weather delays during construction.

ORIGINAL CONTRACT SUM: \$685,000.00

DEDUCT: -\$63,280.92

NEW CONTRACT SUM: \$621,719.08

ADDITIONAL DAYS REQUIRED: 7 days

EASEMENT

THIS EASEMENT ("Easement"), made this ____ day of _____, 2014, by and between _____, as Grantor, whose address is _____, and SANTA ROSA COUNTY, FLORIDA, as Grantee, whose address is _____.

WITNESSETH:

The said Grantor for one dollar (\$1.00) and other good and valuable consideration does hereby grant unto the Grantee, a perpetual industrial park rail sidetrack easement for public purposes, in, over or on the following described property, including, but not limited to, the use of all the tracks within the property, and all supporting materials, facilities and structures appurtenant thereto, existing or future control devices, signals, switches, communication lines and poles necessary for the safe operation of rail traffic, situate, lying and being in Santa Rosa County, Florida, to-wit:

LEGAL DESCRIPTION FOR EASEMENT:

See Attached Exhibit A.

Santa Rosa County shall be authorized to construct, install, and perform maintenance in the Easement area as needed to facilitate construction, operation and maintenance of the sidetrack.

The covenants of Grantor in this Easement shall run with title to the property subject to this Easement, and bind upon Grantor, Grantor's successors, heirs, legal representatives and assigns, and anyone claiming title to or holding property through Grantor, for the continuing benefit of the public and shall remain enforceable by Grantee, its successors and assigns. Grantor and Grantee agree and acknowledge that the covenants contained in this Easement shall be covenants "in gross", that is, said covenants shall remain binding on Grantor, its successors, heirs, legal representatives and assigns regardless of whether Grantee continues to own property adjacent to the Easement property, Grantor having acknowledged that Grantee will continue to have a substantial interest in enforcement of said covenants whether or not Grantee retains title to property adjacent to the Easement property.

THIS INSTRUMENT PREPARED BY:
ROY V. ANDREWS
COUNTY ATTORNEY
6495 CAROLINE STREET
MILTON, FLORIDA 32570

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the date first above written.

Signed, sealed and delivered in the presence of:

Witness Name: _____

Witness Name: _____

STATE OF FLORIDA
COUNTY OF SANTA ROSA

SWORN TO and subscribed before me by _____, on this ___ day of _____, 2014.

Notary Public _____
Commission No: _____
Commission Expires: _____

Personally Known _____ OR Produced Identification _____
Type of Identification Produced _____

THIS INSTRUMENT PREPARED BY:
ROY V. ANDREWS
COUNTY ATTORNEY
6495 CAROLINE STREET
MILTON, FLORIDA 32570

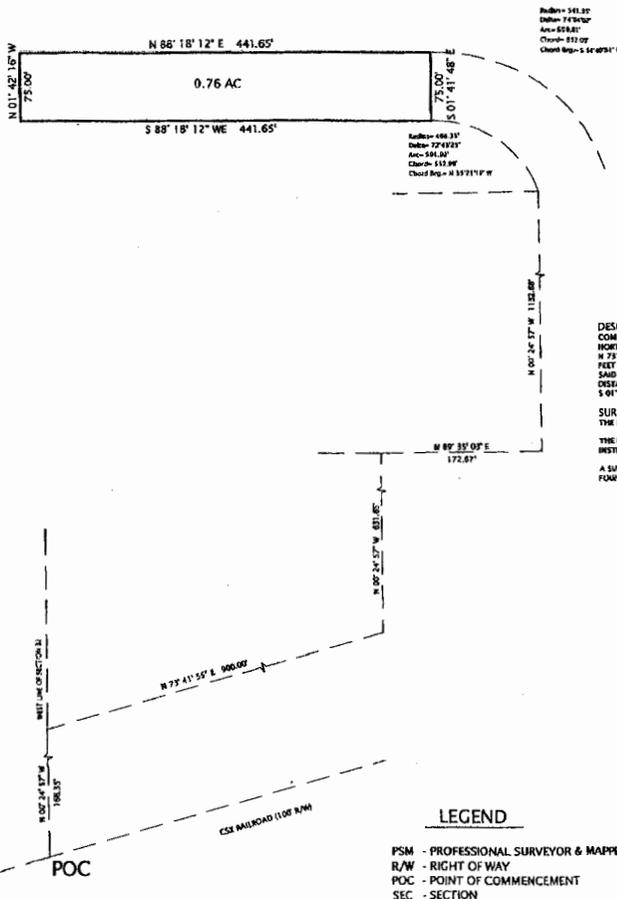
ACCEPTANCE

THIS EASEMENT accepted by Santa Rosa County, Florida, at the meeting of the Board of County Commissioners of Santa Rosa County, Florida, the ____ day of _____, 2014.

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

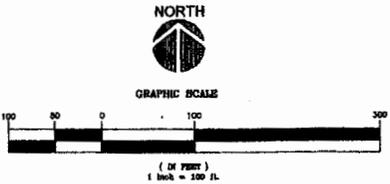
Attest: _____
Clerk of Court

BY: _____
Chairman



Radius = 541.20'
 Delta = 74.5622°
 Area = 658.82'
 Chord = 812.02'
 Chord Btg = S 16° 07' 51\"/>

Radius = 486.33'
 Delta = 77° 49' 23\"/>



DESCRIPTION
 COMMENCE AT THE INTERSECTION OF THE WEST LINE OF SECTION 32, TOWNSHIP 2 NORTH, RANGE 27 WEST, SANTA ROSA COUNTY, FLORIDA; AND THE NORTHERLY RIGHT OF WAY LINE OF THE CSX RAILROAD (100' R/W). THENCE CO W 00° 24' 37\"/>

SURVEYORS NOTES
 THE BEARINGS SHOWN HEREON ARE BASED ON THE DEED BEARING OF S 01° 41' 18\"/>

A SURVEY DOES NOT DETERMINE OWNERSHIP. THE PORTION OF THE STRUCTURE SHOWN HEREON DOES NOT INCLUDE EAVE OVERHANG, FOOTINGS OR FOUNDATIONS.

LEGEND

- PSM - PROFESSIONAL SURVEYOR & MAPPER
- R/W - RIGHT OF WAY
- POC - POINT OF COMMENCEMENT
- SEC - SECTION

SURVEYOR'S CERTIFICATE:

I CERTIFY THE DESCRIPTION DRAWING SHOWN HEREON COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR SURVEYING PER CHAPTER 33-17, 050 THRU 33-17.052 FLORIDA ADMINISTRATIVE CODE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS PURSUANT TO SECTION 472027 FLORIDA STATUTES. SUBJECT TO NOTES AND EXCEPTIONS SHOWN HEREON.

Ricky S. Sears
 RICKY S. SEARS, COUNTY SURVEYOR
 FLORIDA LICENSED SURVEYOR AND MAPPER NO. 4511

Date: 10-07-2014

UNLESS IT BEARS THE SIGNATURE AND THE ORIGINAL BASED SEAL OF THE FLORIDA LICENSED SURVEYOR AND MAPPER NAMED ABOVE, THIS DRAWING, SKETCH, PLAN OR MAP IS FOR INFORMATIONAL PURPOSES ONLY AND IS NOT VALID.

SANTA ROSA COUNTY ENGINEERING
 6051 OLD BAGGAD HIGHWAY
 SUITE 300
 MILITARY CIRCLE
 MILITARY CIRCLE
 (850) 981-7100

DESCRIPTION DRAWING
 SECTION 32, T-2-N., R-27-W.
 SANTA ROSA COUNTY, FLORIDA

SCALE:	1" = 100'
REVISIONS:	N/A
DATE DRAWN:	10-07-2014
FIELD DATE:	N/A
DATE:	N/A
PAGE:	N/A
PROJECT NO.:	20141-003
SHEET	1 OF 1

SUPPLEMENTAL AGREEMENT

THIS SUPPLEMENTAL AGREEMENT, made and effective as of _____, 2014, by and between CSX TRANSPORTATION, INC, a Virginia corporation, whose mailing address is 500 Water Street, Jacksonville, Florida 32202, hereinafter called 'Railroad,' and SANTA ROSA COUNTY, political subdivision or state agency, under the laws of the State of Florida, whose mailing address is 6495 Caroline Street, Milton, Florida 32570 hereinafter called "Industry," WITNESSETH THAT:

WHEREAS, Railroad and Industry entered into a certain Private Sidetrack Agreement numbered CSX057429 and dated April 12, 2007, detailing the construction, maintenance and use of certain private sidetrack facilities located at or near Milton, in the county of Santa Rosa, state of Florida, hereinafter referred to as 'the Agreement'; and

WHEREAS, it is the desire of Railroad and Industry to amend the Agreement to account for certain additional tracks to be constructed by Industry on Industry's property.

NOW THEREFORE, in consideration of the mutual covenants and obligations herein contained, the parties agree this Supplemental Agreement will serve to amend the Agreement as follows:

The defined terms of "Sidetrack" and "Industry's Segment" are hereby revised to collectively include Track Nos. 2 and 3 as shown on the attached drawing numbered CWR10102014, dated October 10, 2014, which shall hereby replace the "Plan" as defined in Section 1.1.

Except as provided for in this Supplemental Agreement, all other terms and conditions of the Agreement shall remain in full force and effect.

[SIGNATURE PAGE IMMEDIATELY FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have caused these presents to be duly signed, sealed and delivered in duplicate.

Witness for Railroad:

CSX TRANSPORTATION, INC.

_____ By: _____

Print/Type Name: _____

Print/Type Title: _____

Witness for Industry:

SANTA ROSA COUNTY

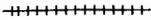
_____ By: _____

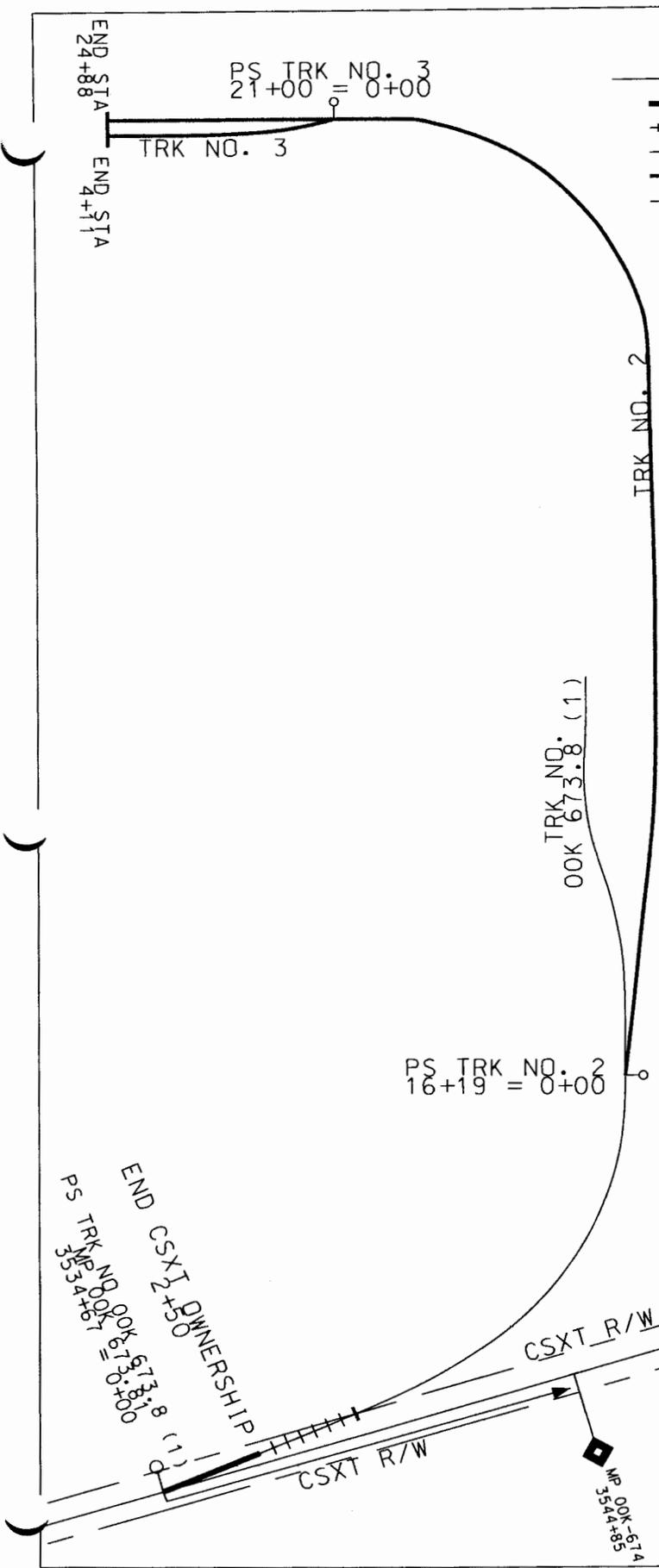
Who, by the execution hereof, affirms that he/she has the authority to do so and to bind the Industry to the terms and conditions of this Supplemental Agreement.

Print/Type Name: _____

Print/Type Title: _____

- L E G E N D -

-  CSXT OWNERSHIP TRK NO. 00K 673.8(1) = 250'
-  INDUSTRY OWNED TRK NO. 00K 673.8 (1) ON CSXT R/W
-  INDUSTRY OWNED TRK
-  INDUSTRY PROPOSED TRKS
-  CSXT RIGHT-OF-WAY BOUNDARY



THIS EXHIBIT WAS INTENDED TO BE PRESENTED IN COLOR.

THIS RAILROAD VALUATION EXHIBIT IS A GRAPHICAL REPRESENTATION. IT MAY NOT REFLECT CURRENT "ON THE GROUND" CONDITIONS AND/OR ACTUAL LOCATIONS OF FEATURES. ALL DIMENSIONS, OFFSET DISTANCES AND MEASUREMENT NOTATIONS SHOWN ARE APPROXIMATE.

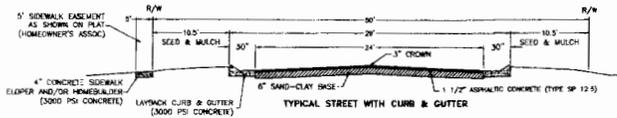
	PROPERTIES GROUP NETWORK SERVICES DEPARTMENT
--	---

REVISIONS	TRACK TO SERVE SANTA ROSA COUNTY SANTA ROSA CO. - EAST MILTON, FL.
-----------	--

DIV: JACKSONVILLE SUB: PA SCALE: NOT TO SCALE DATE: 10/10/2014 DRAWN: CWR	GIS VAL MAP 17975 17977	DRAWING NO. CWR10102014 CONTRACT NO. CSX057429
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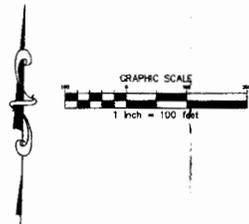


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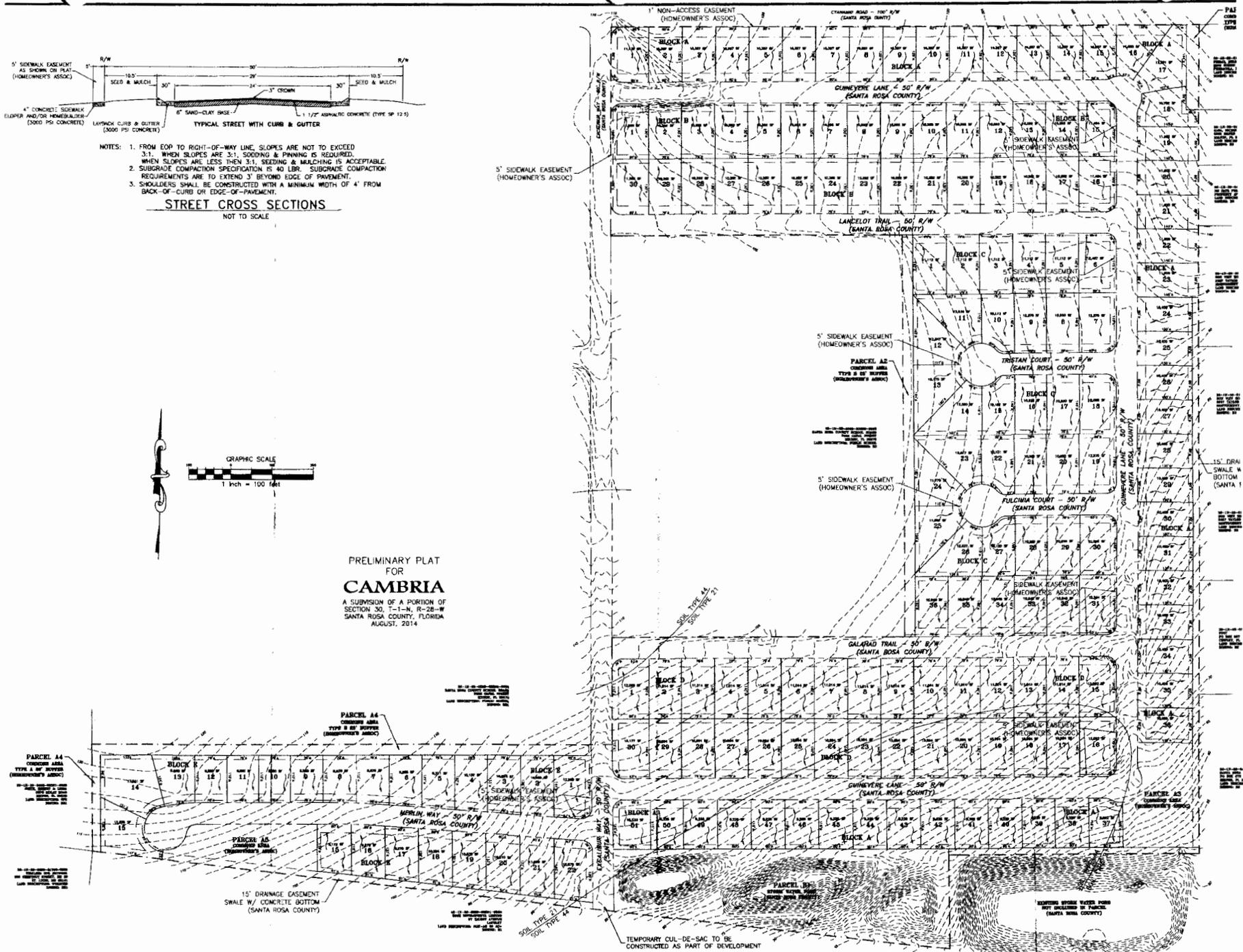


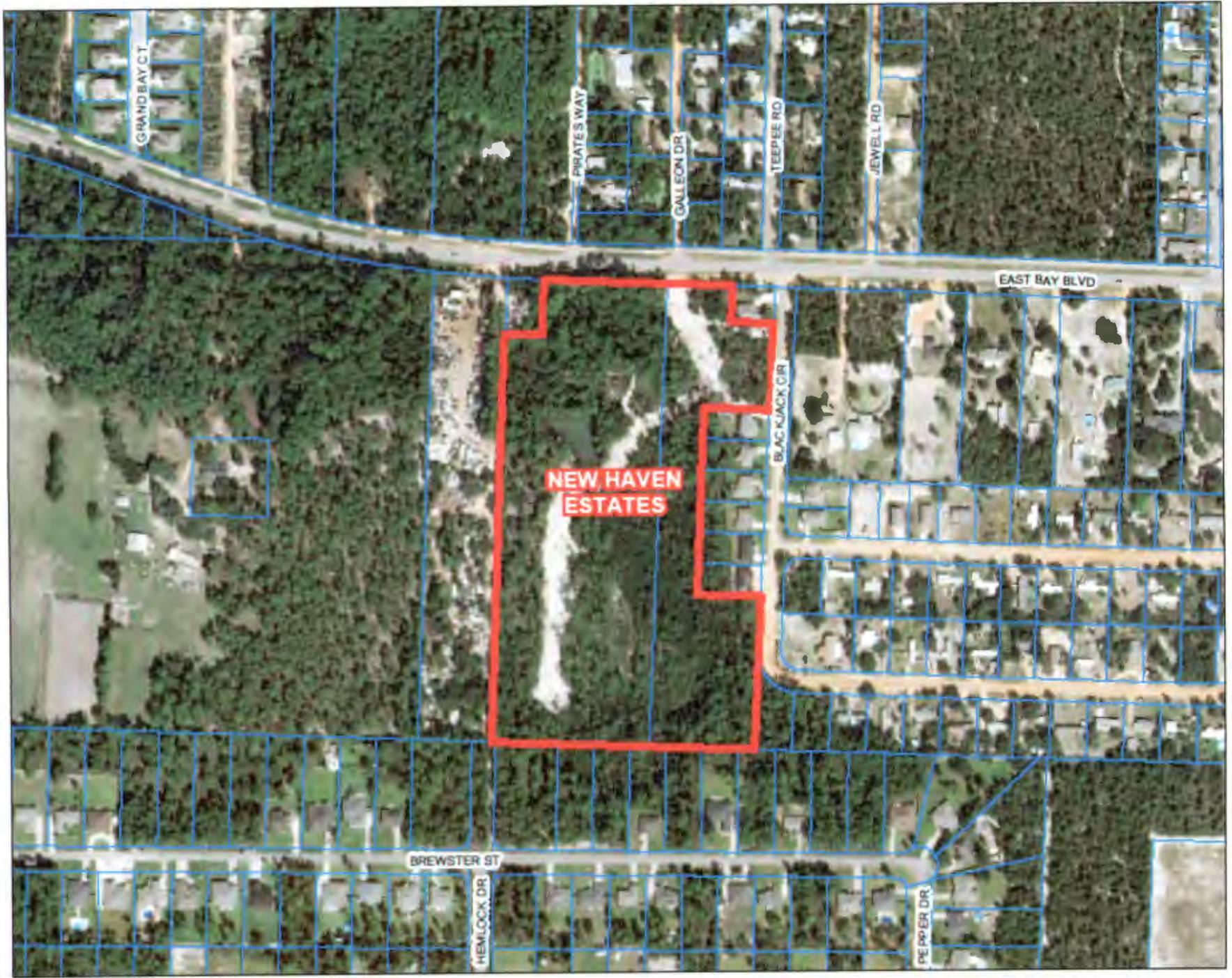
- NOTES:
1. FROM EOP TO RIGHT-OF-WAY LINE, SLOPES ARE NOT TO EXCEED 3:1. WHEN SLOPES ARE 3:1, SOODING & PINNING IS REQUIRED. WHEN SLOPES ARE LESS THAN 3:1, SEEDING & MULCHING IS ACCEPTABLE.
 2. SUBGRADE COMPACTION SPECIFICATION IS 40 LB/FT. SUBGRADE COMPACTION REQUIREMENTS ARE TO EXTEND 3' BEYOND EDGE OF PAVEMENT.
 3. SHOULDERS SHALL BE CONSTRUCTED WITH A MINIMUM WIDTH OF 4' FROM BACK-OF-CURB OR EDGE-OF-PAVEMENT.

STREET CROSS SECTIONS
NOT TO SCALE



PRELIMINARY PLAT
FOR
CAMBRIA
A SUBDIVISION OF A PORTION OF
SECTION 30, T-1-N, R-28-W
SANTA ROSA COUNTY, FLORIDA
AUGUST, 2014





GRAND BAY CT

PIRATES WAY

GALLEON DR

TEEPEE RD

JEWELL RD

EAST BAY BLVD

**NEW HAVEN
ESTATES**

BLACK JACK CIR

BREWSTER ST

HEMLOCK DR

PEPPER DR



Public Services Committee

Chaired by:
Lynchard and Williamson

Meeting:
November 10, 2014, 9:00 A.M.

AGENDA

Development Services

1. Recommend approval of the SHIP mortgage subordination request for the property located at 5251 Traci Drive, Milton. This request is consistent with Board policy.
2. Recommend approval of the SHIP mortgage subordination request for the property located at 5476 Camille Gardens Circle, Milton. This request is consistent with Board policy.
3. Recommend approval of the SHIP mortgage subordination request for the property located at 3848 Hazel Godwin Road, Jay. This request is consistent with Board policy.
4. Recommend Board approve the following 13 public locations for placement of signage for the FEMA High Water Mark Initiative.
 - Shoreline Park Boat Launch
 - Navarre Visitors Center
 - Riverwalk on Blackwater River
 - North side of Avalon Bridge
 - Bay Bridge Boat Launch (west side of Gulf Breeze Pkwy)
 - Oriole Beach Boat Ramp
 - Navarre Beach Park
 - Carpenter's Park Boat Launch
 - Andrew Jackson Dr Boat Launch
 - Russell Harbor Landing Park
 - Deaton Bridge
 - Woodlawn Beach Boat Ramp
 - South Side of Avalon Bridge

The kick-off event will be held at the Navarre Visitors Center, located at 8543 Navarre Pkwy, Navarre, FL, on December 9, 2014, beginning at 11:00 a.m.

Department of Public Services

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



Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners
FROM: Erin Malbeck, Housing Program Coordinator
THROUGH: Tony Gomillion, Public Services Director
SUBJECT: State Housing Initiatives Partnership (SHIP)
Second Mortgage Subordination Request
5251 Traci Drive, Milton, FL 32583
05-1N-27-0000-00294-0000
DATE: October 28, 2014

RECOMMENDATION:

Board approval of the request submitted on behalf of homeowner to execute a subordination agreement to be recorded in connection with a refinance of the first mortgage in the approximate amount of \$106,010.00

BACKGROUND:

SHIP Second Mortgage: \$10,000.00
Recorded: 1/8/2009
Purpose: SHIP First Time Homebuyer Program

Proposal is to reduce the annual interest rate on the first mortgage from 5.474% to 4.250%

Current monthly principal and interest: \$645.66
Proposed monthly principal and interest: \$521.51

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

Animal Services
Dale Hamilton
Director

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

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

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

Emergency Management
Brad Baker
Director

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

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

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

Veterans Services
Karen Haworth
Director

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

"One Team, One Goal, One Mission"

Department of Public Services

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



Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners
FROM: Erin Malbeck, Housing Program Coordinator
THROUGH: Tony Gomillion, Public Services Director
SUBJECT: State Housing Initiatives Partnership (SHIP)
Second Mortgage Subordination Request
5476 Camille Gardens Circle, Milton, FL 32570
31-2N-28-0000-02026-0000
DATE: October 28, 2014

RECOMMENDATION:

Board approval of the request submitted on behalf of homeowner to execute a subordination agreement to be recorded in connection with a refinance of the first mortgage in the approximate amount of \$97,500

BACKGROUND:

SHIP Second Mortgage: \$7,500
Recorded: 6/6/2008
Purpose: SHIP First Time Homebuyer Program

Proposal is to reduce the annual interest rate on the first mortgage from 6.50% to 3.875%

Current monthly principal and interest: \$657.36
Proposed monthly principal and interest: \$466.50

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

Animal Services
Dale Hamilton
Director

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

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

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Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners
FROM: Erin Malbeck, Housing Program Coordinator
THROUGH: Tony Gomillion, Public Services Director
SUBJECT: State Housing Initiatives Partnership (SHIP)
Second Mortgage Subordination Request
3848 Hazel Godwin Road, Jay, FL 32565
37-5N-30-0000-01618-0000

DATE: October 28, 2014

RECOMMENDATION:

Board approval of the request submitted on behalf of homeowner to execute a subordination agreement to be recorded in connection with a refinance of the first mortgage in the approximate amount of \$96,431.00

BACKGROUND:

SHIP Second Mortgage: \$10,000.00
Recorded: 5/29/2009
Purpose: SHIP First Time Homebuyer Program

Proposal is to reduce the annual interest rate on the first mortgage from 5.25% to 3.75%

Current monthly principal and interest: \$552.21
Proposed monthly principal and interest: \$489.46

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

Animal Services
Dale Hamilton
Director

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

Building Inspections & Code Compliance
Rhonda C. Royals
Building Official

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

Emergency Management
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Community Planning, Zoning & Development
Rebecca Cato
Director

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Veterans Services
Karen Haworth
Director

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Department of Public Services

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Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners
FROM: Rhonda Royals, Building Official
THROUGH: Tony Gomillion, Public Services Director
SUBJECT: High Water Initiative
DATE: November 3, 2014

RECOMMENDATION

Recommend the following 13 public locations for placement of signage for the FEMA High Water Mark Initiative. The kick-off event will be held at the Navarre Visitors Center, located at 8543 Navarre Pkwy, Navarre, FL, on December 9, 2014, beginning at 11:00 a.m.

- Shoreline Park Boat Launch
- Navarre Visitors Center
- Riverwalk on Blackwater River
- North side of Avalon Bridge
- Oriole Beach Boat Ramp
- Navarre Beach Park
- Bay Bridge Boat Launch (west side of Gulf Breeze Pkwy)
- Carpenter's Park Boat Launch
- Andrew Jackson Dr Boat Launch
- Russell Harbor Landing Park
- Deaton Bridge
- Woodlawn Beach Boat Ramp
- South Side of Avalon Bridge

BACKGROUND

As a result of the Board's approval of participation in the High Water Mark Initiative, County and City staff, along with other governmental agencies and interested citizens, participated in several meetings to determine appropriate locations for the signs and the kick-off event program. Work is currently underway to determine a sign design to be erected at the proposed locations.

Animal Services
Dale Hamilton
Director

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

Building Inspections & Code Compliance
Rhonda C. Royals
Building Official

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

Emergency Management
Brad Baker
Director

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

Community Planning, Zoning & Development
Rebecca Cato
Director

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Veterans Services
Karen Haworth
Director

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

"One Team, One Goal, One Mission"

SANTA ROSA COUNTY High Water Mark Initiative

When: 11 a.m.
Tuesday, Dec. 9

Where: Navarre Visitors Center
Gazebo A
8543 Navarre Parkway

Join us at Navarre Visitors Center as we unveil our High Water Mark signs as a multi-jurisdictional public awareness campaign to inform the citizens of Santa Rosa County of the dangers of flooding. Several signs will be placed around the county and within the city limits of the cities of Gulf Breeze and Milton. These signs have been placed to show the high water marks from various flooding events in our history.



Participants:

- Santa Rosa County
- City of Gulf Breeze
- City of Milton
- FEMA
- Housing and Urban Development
- NOAA
- National Weather Service
- Army Corps of Engineers Silver Jackets

Hurricane Ivan Sept. 16, 2004



For more information, contact Karen Thornhill at (850)981-7029 or karent@santarosa.fl.gov



This map and data distributed by the Navarre County Sign Project are derived from a variety of public and private sources and are provided for informational purposes only. The County does not warrant the accuracy, completeness, or timeliness of the information. The County is not responsible for any errors or omissions, or for any consequences arising from the use of the information. The County is not liable for any damages, including but not limited to, direct, indirect, or consequential damages, arising from the use of the information. For more information, visit www.navarrecounty.com/signproject.

Sign Project



AGENDA
PUBLIC WORKS COMMITTEE

November 10, 2014

Chairman: Commissioner Williamson

Vice Chairman: Commissioner Cole

1. Discussion of resurfacing the following roads in District Five at an estimated cost of \$85,179.00:
 - West Avenue
 - Oakwood Lane
 - Ceylon Court
 - Ceylon Cove
 - Elliot Lane
 - Sandy Bluff Drive West
 - El Prado Street
 - Bagdad Cove
 - Point Shores Lane
 - Madura Four
 - Madura Five
2. Discussion of paving Republic Court in District Five at an estimated cost of \$5,690.00.
3. Discussion of Change Order Number Two in the amount of \$2,140.00 with Pneumatic Concrete Co., Inc. for an additional Four (4) linear feet of structural pile jacket, at the contract unit price, on the Munson Highway bridge rehabilitation project; with 75% of the cost being reimbursable through the FDOT SCOP grant for this project.
4. Discussion of proposals for drainage pipe repairs in Woodlawn Heights subdivision and Santander subdivision.

5. Discussion of resurfacing the following roads in District One at an estimated cost of \$159,338.00:

Pecanwood Place
Praline Lane
Andrea Lane (Pace Ln to Mundy Ln)
Highland Boulevard
Cheryl Court
Gatewood Lane
Vern Cove
Tealwood Drive
Jabro Drive
Garllum Drive
Teakwood Drive



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

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

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
981-7071

November 4, 2014

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 \$85,179.00:

West Avenue	\$15,808.00
Oakwood Lane	3,313.00
Ceylon Court	5,036.00
Ceylon Cove	4,591.00
Elliot Lane	2,679.00
Sandy Bluff Drive West	24,435.00
El Prado Street	6,882.00
Bagdad Cove	5,859.00
Point Shores Lane	5,803.00
Madura Four	4,970.00
Madura Five	5,803.00

Sincerely,

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

Avis Whitfield
Public Works Director

AW/tt



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

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

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
981-7071

November 4, 2014

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

Dear Mr. Lynchard:

The estimated cost for paving Republic Court in District Five is \$5,690.00.

Sincerely,

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

Avis Whitfield
Public Works Director

AW/tt

3

Pneumatic Concrete Company, Inc.

CORPORATE HEADQUARTERS
1301 Fairway View Lane
Birmingham, AL 35244

PH: 205.982.9813 FX: 205.982.9816

BRANCH OFFICE

1655 Country Club Drive

Killen, AL 35645

PH: 256.810.7676 FX: 256.272.8489

E-mail: Gary Humble – humblewgary@bellsouth.net

Stephen Furman, PE
Assistant Public Works Director
Santa Rosa County

Re: Santa Rosa County - CR 191 Big Juniper Creek Bridge rehabilitation Contract - Bridge No. 580026

Change Order No. 2

Pneumatic concrete Co., Inc. is requesting approval of Change Order No. 2 in the amount of \$2,140.00. This request is due to the fact that 4 additional Lin. Ft. of pile jacket was required on bent 3, pile 1. the specifications require that all pile jackets must be installed to a depth of 3 Lin. Ft. below the mud line.

Respectfully Submitted
Pneumatic Concrete Co., Inc.
Gary Humble



Original Contract Amount: \$ 340,505.00

Change Order #1: \$ 87,205.00

Change Order #2: \$ 2,140.00

New Contract Amount: \$ 429,850.00

Approved: Chairman Santa Rosa County BCC

Date

4

From: Stephen Furman
Sent: Wednesday, November 05, 2014 8:41 AM
To: Avis Whitfield
Cc: Tana Tynes
Subject: Agenda Item - Pipe repairs

Avis, we will be placing an item on the Nov. 10, 2014 BOCC Committee Meeting for the discussion of proposals for three (3) separate pipe repair projects. Two of the locations are in the Woodlawn Heights subdivision, and one is in the Santander subdivision. All three projects will involve dewatering and the critical protection of existing utilities, roadway and curbs, sidewalks, or homes. Because of the dewatering and special protections measures that will be needed, we are soliciting prices from contractors to conduct these projects. We have received one quote, and expect to receive others by this Friday.

The three projects are located at, or in the vicinity of, the following addresses; 2192 Calle De Castelar, 1515 Cypress Bend Trail, and 1601 Woodlawn Way.

Please let me know if you have any questions.

Stephen

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

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



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

5
Stephen Furman
Asst. Director of Public Works
Road & Bridge Dept.
6075 Old Bagdad Hwy.
626-0191

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
981-7071

November 5, 2014

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

Dear Mr. William:

Please find listed below the estimated cost for resurfacing the following roads in District One at an estimated cost of \$159,338.00:

Pecanwood Place	\$13,507.00
Praline Lane	10,706.00
Andrea Lane	25,228.00
(Pace Ln to Mundy Ln)	
Highland Boulevard	48,232.00
Cheryl Court	6,068.00
Gatewood Lane	4,203.00
Vern Cove	8,382.00
Tealwood Drive	19,821.00
Jabro Drive	8,472.00
Garllum Drive	10,327.00
Teakwood Drive	4,392.00

Sincerely,

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

Avis Whitfield
Public Works Director

AW/tt

BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Cole
Vice Chairman: Commissioner Lynchard

November 10, 2014

Bid Actions:

- 1) Discussion of bids received for the Housing Rehabilitation Project located at 4470 School Street in Bagdad. Low bidder meeting specifications is Kyser Siding and Construction, Inc. with a bid of \$14,775.

Budget:

- 2) **Budget Amendment 2014 – 178** in the amount of \$ 270,752 to recognize the \$2 Recording Fee revenue and distributes to Escambia County for expenditure in the Fine & Forfeiture Fund.
- 3) **Budget Amendment 2015 – 050** in the amount of \$ 41,384 to adjust debt service to amortization schedules in the Debt Service Fund.
- 4) **Budget Amendment 2015 – 051** in the amount of \$ 257,330 to carry forward unspent BP monies and allocate for expenditure in the Tourist Development Fund.
- 5) **Budget Amendment 2015 – 052** in the amount of \$124,969 to carry forward E911 fund balances for previously authorized but uncompleted purchase of Intrado (Positron) Viper System upgrade in the E911 Program Fund.
- 6) **Budget Amendment 2015 – 053** in the amount of \$ 81,973 to carry forward funds for updated Aerial Photographs by Pictometry Corp. for the Property Appraiser in the General Fund.
- 7) **Budget Amendment 2015 – 054** in the amount of \$ 964 to carry forward unspent funds for the Jay Public Library from a \$2,000 donation from the Curtis Finlay Foundation, Inc. in the General Fund.
- 8) **Budget Amendment 2015 – 055** in the amount of \$ 21,425 to carry forward prior year authorized unspent FEMA HMGP grant revenue and required match for Phase 1 design services for Settler's Colony in the Road & Bridge Fund .
- 9) **Budget Amendment 2015 – 056** in the amount of \$ 17,880 to reimburse the Electric Franchise Fee Fund from the Road & Bridge Fund for HMGP pre-award expenditures incurred in FY2013 for Settler's Colony.

- 10) **Budget Amendment 2015 – 057** in the amount of \$ 2,744,742 to carry forward Impact Fee Fund balance and distribute \$229,876 into Multi-Purpose Paths; \$344,193 into Area 1 Reserves; \$201,085 into Area 2 Reserves; \$1,965,989 into Area 3 Reserves; and \$3,599 into the Admin Reserves.
- 11) **Budget Amendment 2015 – 058** in the amount of \$ 90,544 to carry forward prior year authorized unspent FEMA HMGP grant revenue and required match for Phase II design and construction services for Ramblewood in the Road & Bridge Fund.
- 12) **Budget Amendment 2015 – 059** in the amount of \$ 12,945 to carry forward unspent funds in the General Fund for the repair of safety netting and 150' of additional safety netting along the south side of the multi-purpose fields at Tiger Point Park.
- 13) **Budget Amendment 2015 – 060** in the amount of \$ 750 to carry forward prior year (FY2014) unspent grant funds and allocate for expenditure in the Grant Fund.
- 14) **Budget Amendment 2015 – 061** in the amount of \$ 30,155 to carry forward funds in the Road & Bridge Fund for the installation of 160' linear feet of 18" liner in the storm drain on Circle Drive as approved at the October 23, 2014 BOCC Regular Meeting.
- 15) **Budget Amendment 2015 – 062** in the amount of \$ 280,000 to carry forward unspent LWCF Grant funds and additional TDC reserves as approved by the TDC at their June 23, 2014 meeting.
- 16) **Budget Amendment 2015 – 063** in the amount of \$ 303,540 to carry forward TDC commitments for construction of the Bagdad Mill Site and authorizes expenditure for Phase I construction items.
- 17) **Budget Amendment 2015 – 064** in the amount of \$ 66,920 to carry forward authorized but unspent 2012 – 2013 Recreational Trails Program grant and match from TDC North-end reserves and authorizes for expenditure of trail construction and purchase of trailside facilities within the Bagdad Mill Site Park.

County Expenditure/Check Register:

- 18) Discussion of County Expenditures / Check Register

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** HOUSING REHABILITATION PROJECT LOCATED AT 4470 SCHOOL STREET, BAGDAD, FL 32530

2. **RESPONSIBLE OFFICE:** HOUSING DEPARTMENT

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

Major repairs to dwelling

4. **SCOPE OF WORK:**

Repairs to the dwelling includes but is not limited to the replacement of all windows to code; install wind-borne debris protection on all windows; replace HVAC unit, inside and out; replace existing stove and vent hood; and replace shower enclosure.

5. **BIDDERS AND PRICES:**

A. Kyser Siding and Construction	\$14,775.00
B. Design Home Builders, Inc.	\$21,260.00
C. Mike Motes Construction	\$23,910.00
D. Western Gate Construction	Non-resopnsive

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 21, 2014

FROM: **Fine & Forfeiture 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:	102 -- 341160	\$2 Recording Fee Revenue	\$ 270,752
TO:	5108 – 5340089	\$2 Recording Fee Revenue	\$ 270,752

State reason for this request:

Recognizes the \$2 Recording Fee revenue and distributes it to Escambia County for expenditure.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-178

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

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, 2014

FROM: **Debt Service**
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: 201 201 – 3990001	Cash Carried Forward	(\$ 41,384)
0710 – 599001	Reserves	(\$ 41,384) <i>see attached</i>

State reason for this request:

To adjust debt service to amortization schedules.

Requested by Henry Brewton /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-050**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day of November, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

8100-59100201	(650)
120-3990001	650
8201-59100201	(6,052)
122-3990001	6,052
8302-59100201	(1)
129-3990001	1
8406-59100201	1
143-3990001	(1)
8407-59100201	2
144-3990001	(2)
84010-59100201	(1)
149-3990001	1
8415-59100201	11
151-3990001	(11)
9000-59100201	434
001-3990001	(434)
4010-59100201	(35,128)
107-3990001	35,128

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, 2014

FROM: **Tourist Development**
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>
107 – 3990001	Cash Carried Forward	\$ 257,330
4010 – 548006	Promotional – BP Resource	\$ 257,330

State reason for this request:

CCF unspent BP monies and allocate for expenditure.

Requested by Shannon Ogletree /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-051**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day of November, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Shannon Ogletree
Sent: Thursday, October 16, 2014 3:19 PM
To: Jayne Bell
Cc: Henry Brewton
Subject: Cash Carry Forward

I need a cash carry forward for Department 4010 (TDC) account 548006 Promotional – BP Resource in the amount of \$275,330.28

Thanks,
Shannon

Shannon

Shannon Ogletree
Executive Director
Office of Economic Development
Santa Rosa County, Florida
Office: 850.623.0174
Cell: 850.791.0195

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 31, 2014

FROM: **Enhanced 911 Program 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:	105 – 3990001	Cash Carried Forward	\$ 124,969
To:	3420 – 564001	Machinery/Equipment	\$ 28,522
	3420 – 568001	Intangible Assets	\$ 76,297
	3420 – 531001	Professional Services	\$ 20,150

State reason for this request:

Carries forward E911 fund balances for previously authorized but uncompleted purchase of Intrado (Positron) Viper system upgrade in the E911 Program Fund.

Requested by Deb Grinde/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-052**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

6

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 29, 2014

FROM: **Property Appraiser**
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 – 33900001	Cash Carry Forward	\$ 81,973
TO:	0013 – 5340011	Contract with BOCC	\$ 81,973

State reason for this request:

Carries forward funds for updated Aerial Photographs by Pictometry Corp to the BOCC for payment.

Requested by Greg Brown/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-053**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this **13th** day ***Of November, 2014.***

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS



INVOICE

Pictometry International Corp.
100 Town Centre Drive, Suite A
Rochester, NY 14623

Date	Invoice #
5/21/2014	INV011848

Bill To
Santa Rosa County Accounts Payable
6495 Caroline St
Milton, Florida 32570

Customer ID	PO Number	Payment Terms	Sales Rep	Shipping Method
A116561	License Agreement	net 30	CDeca	Pictometry

Name	Description	Amount
Licensed Products/Services	AccuPLUS Remaining Balance	\$91,287.50

Subtotal	\$91,287.50
Tax	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Total Due this Invoice	\$91,287.50

Thank you for choosing Pictometry as your service provider.

81,972.50 -

OVER PAID prior
INVOICE - per
BUBBA

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 29, 2014

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	001 – 3990001	General Fund Cash Carry Forward	\$ 964
To:	0610 – 534001	Other Contract Services	\$ 964

State reason for this request:

Carries forward unspent funds for the Jay Public Library from a \$ 2,000 donation from The Curtis Finlay Foundation, Inc. in the General Fund.

Requested by: Devann Cook/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-054**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: November 10, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: DeVann Cook
Sent: Wednesday, October 29, 2014 10:14 AM
To: Jayne Bell
Subject: RE: Meet

Jayne,

We spend \$1036. We would like to carry the \$964 balance over.

DeVann

From: Jayne Bell
Sent: Wednesday, October 29, 2014 10:11 AM
To: DeVann Cook
Subject: RE: Meet

Hey Devann,

It looks as though the Jay Library did not spend the \$2,000 donation from the Curtis Finlay Foundation. Am I mistaken? If not, I think we need to do a budget amendment to carry forward those funds for y'all. Thank you, Jayne

From: DeVann Cook
Sent: Wednesday, October 29, 2014 10:07 AM
To: Jayne Bell
Subject: RE: Meet

Thanks

From: Jayne Bell
Sent: Wednesday, October 29, 2014 10:06 AM
To: DeVann Cook
Subject: RE: Meet

I will be there.

From: DeVann Cook
Sent: Wednesday, October 29, 2014 10:06 AM
To: Jayne Bell
Subject: Meet

Would 2:30 today, at my office, work for you?

DeVann

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.

2014-683

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: November 4, 2014

FROM: **Stormwater**
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>
101 – 33150022	FEMA HMGP Settler's Colony	\$ 16,069
101 – 3990001	Cash Carried Forward	5,356
2106 – 53400035	Contractual Services Settler's Colony	21,425

State reason for this request:

CCF prior year authorized unspent FEMA HMGP grant revenue and required match for Phase I design services for Settler's Colony.

Requested by: Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-055**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: November 10, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

ATTESTED:

CLERK OF THE COURTS

CHAIRMAN

Jayne Bell

From: Sheila Harris
Sent: Tuesday, November 04, 2014 1:18 PM
To: Jayne Bell
Cc: Henry Brewton; Shirley Powell; Roger Blaylock
Subject: Budget Amendment Request - Rollover for Settler's Colony

Jayne,

Please process a budget amendment as follows:

Fund 101:	101-33150022	FEMA HMGP Revenue – Settlers Colony	\$ 16,069
	101-3990001	Cash Carried Forward	\$ 5,356
	2106-53400035	Contractual Services – Settler’s Colony	\$ 21,425

Carries forward prior year authorized but unspent FEMA HMGP Grant Revenues and required match for Phase I design services for Settlers colony HMGP grant.

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

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

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: November 3, 2014

FROM: **Stormwater**
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:	101 – 3990001	Cash Carry Forward	(\$ 17,880)
	9101 – 59100106	To Electric Franchise Fund	17,880
To:	106 – 38100022	From Road & Bridge	\$ 17,880
	9106 – 5990016	Roads/Bridges/Drainage	17,880

State reason for this request:

To reimburse the Electric Franchise Fund for HMGP pre-award expenditures incurred in FY13 for Settler's Colony.

Requested by: Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-056**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: November 10, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***13th*** day Of ***November, 2014.***

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Henry Brewton

From: Sheila Harris
Sent: Monday, November 03, 2014 11:00 AM
To: Jayne Bell
Cc: Clerk's Office - Michael Burton; Henry Brewton
Subject: FW: Settler's Colony reimbursement
Attachments: SettlersColonyPreAwardCostsBackup.pdf

Hi Jayne – See below and attached. I wasn't sure if you wanted to move the funds back to the EFF R&B reserves or not. Your call.

From: Michael Burton [<mailto:burtonm@flcjin.net>]
Sent: Monday, November 03, 2014 10:13 AM
To: Sheila Harris
Subject: Settler's Colony reimbursement

Sheila,

I went back and looked at that Settler's Colony reimbursement. In order to move that money back to the Electricity Franchise Fee, Jayne would need to do a budget transfer because the way it was transferred to Road and Bridge was done as a budget transfer which wouldn't need to be paid back.

Thanks,

Michael Burton, CPA
Director of Finance
Santa Rosa County Clerk of Courts
6495 Caroline Street, Suite B
Milton, FL 32570
Phone: (850)-983-1843
Fax: (850)-983-1985

Florida has a very broad public records law. As a result, any written communication created or received by Santa Rosa County employees is subject to disclosure to the public and the media, upon request, unless otherwise exempt. Under Florida law, e-mail addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or USPS.

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.

101-3990001 <17,880> Balance FWD
9101-59100106 17,880 To ELFC Franchise
106-38100022 17,880 From R&B
9106-5990014 17,880 R/B/Drainage

Sheila Harris

From: Sheila Harris
Sent: Friday, September 12, 2014 3:01 PM
To: Clerk's Office - Vikki Phillips
Cc: Clerk's Office - Carrie Burnham; Clerk's Office - Michael Burton
Subject: Reimbursement Instructions - Settlers Colony HMGP
Attachments: Reimbursement Request #1 Settlers Colony.pdf; BA 2013-068.pdf; FY 2013 Expenditures for Settlers Colony Pre Award Costs.pdf; 2014 FY Expenditures for Settlers Colony.pdf

Vikki/Carrie,

Please note the following pending reimbursement is associated with RFR#1 for the Settlers Colony HMGP Drainage Project.

2014/09/15 0137332 SANTA ROSA COUNTY BOCC REGULAR EFT V000859 1 40,586.25
FOR ADDITIONAL INFORMATION PLEASE CONTACT: EXECUTIVE OFFICE OF THE GOVERNOR AT (850) 922-1646

Only a portion of the \$40,586.25 should be applied to current fiscal year revenue account as follows:

101 – 33150022 FEMA HMGP Revenue – Settlers Colony (\$22,706.25)

The remainder of the payment (\$17,880) is associated with pre-award expenditures incurred during FY 2013. Those funds were initially pulled from Road and Bridge Reserves (9106-5990016) so I would imagine the reimbursement associated with pre-award expenditures should be applied back to EFF Reserves. (See attached BA from 2013.)

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

Receipted
HMGP 9/19/14 101- 101101
101 - 33150022

SUNGARD PENTAMATION
DATE: 09/12/2014
TIME: 14:31:43

SANTA ROSA COUNTY BOCC
EXPENDITURE TRANSACTION ANALYSIS

PAGE NUMBER: 1
AUDIT11

SELECTION CRITERIA: transact.key_orgn='2106' and transact.account='534001' and transact.vend_no='5421'
ACCOUNTING PERIOD: 12/14

FUND - 101 - ROAD AND BRIDGE FUND
DEPARTMENT - 2106 - STORMWATER

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION
534001								OTHER CONTRACTUAL SERVICE
5 /13	02/08/13	21	119986	5421 PEGASUS ENGINEER		1,261.57	.00	PROJ # SRC-002
5 /13	02/26/13	21	120213	5421 PEGASUS ENGINEER		10,984.55	.00	SRC-002
6 /13	04/01/13	21	120892	5421 PEGASUS ENGINEER		10,333.88	.00	PROJECT# SRC-22002
7 /13	04/22/13	21	121343	5421 PEGASUS ENGINEER		955.36	.00	SRC-22002
9 /13	06/17/13	21	122358	5421 PEGASUS ENGINEER		304.64	.00	SRC-22002 / FINAL
TOTAL				OTHER CONTRACTUAL SERVICE	.00	23,840.00	.00	
TOTAL				STORMWATER	.00	23,840.00	.00	
TOTAL				ROAD AND BRIDGE FUND	.00	23,840.00	.00	
TOTAL				REPORT	.00	23,840.00	.00	

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: December 20, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

Line Item Number Description
Amount

FROM:	9106 - 5990016	Reserves - Road & Drainage	(\$ 23,840)
	9106 - 59100101	To Road & Bridge Fund	\$ 23,840
TO:	101 - 3810001	From Electric Franchise Fee Fund	\$ 23,840
	2106 - 534001	Other Contractual Services	\$ 23,840

State reason for this request:

Funds the contract the BOCC approved 12/13/12 with Pegasus Engineering to develop an HMGP grant application for the Settlers Colony Drainage Improvements project.

Requested by Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-068

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 01/07/2013

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 10th day Of January, 2013.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

To: Sheila Harris
Subject: RE: Budget Amendment Request

From: Sheila Harris
Sent: Wednesday, December 19, 2012 2:15 PM
To: Jayne Bell
Cc: Hunter Walker
Subject: Budget Amendment Request

Jayne,

For the contract that the BOCC approved in December with Pegasus Engineering in the amount of \$23,840 to develop an HMGP grant application for the Settlers Colony Drainage Improvements project, I will need a budget amendment established at the next meeting in January. Although this contract will be eligible for grant reimbursement at 75% in the event that the grant is awarded, we will not have a grant contract until mid 2013 and can not expect reimbursement until that is done. Since this expenditure is tied to stormwater improvements, I might suggesting using franchise fee fund reserves for drainage projects to fund the expenditure. In the event that the grant is awarded and reimbursement is made, these funds can be returned to drainage reserves.

The budget can be set up in Fund 101, Dept 2106 as with other HMGP Stormwater Projects. The expenditure account is 534001 (Other contractual).

Please let me know if you have any questions.

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: November 3, 2014

FROM: **Impact 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:	111 – 3990001	Cash Carried Forward	\$ 2,744,742
To:	2104 – 5630041	Multi-Purpose Paths	\$ 229,876
	2104 – 5990024	Area 1 Reserves	\$ 344,193
	2104 – 5990025	Area 2 Reserves	\$ 201,085
	2104 – 5990026	Area 3 Reserves	\$ 1,965,989
	2104 – 5990027	Impact Fee Admin Reserves	\$ 3,599

State reason for this request:

Carries forward Impact Fee Fund balance of \$2,744,742 and distributes \$229,876 into Multi-Purpose Paths, \$344,193 into Area 1 Reserves, \$201,085 into Area 2 Reserves, \$1,965,989 into Area 3 Reserves, and \$3,599 into the Admin Reserves.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-057**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***13th*** day Of ***November, 2014.***

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: November 4, 2014

FROM: **Stormwater**
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>
101 – 33139025	FEMA HMGP Ramblewood	\$ 67,098
101 – 3990001	Cash Carried Forward	23,446
2106 – 53400025	Contractual Services Ramblewood	90,544

State reason for this request:

CCF prior year authorized unspent FEMA HMGP grant revenue and required match for Phase II design and construction services for Ramblewood.

Requested by: Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-058**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: November 10, 2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this **13th** day Of **November, 2014**.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

To: Sheila Harris
Cc: Henry Brewton
Subject: RE: Budget Rollover Request - Ramblewood HMGP Drainage Project

Will do

From: Sheila Harris
Sent: Tuesday, November 04, 2014 12:51 PM
To: Jayne Bell
Cc: Henry Brewton; Michael Schmidt; Shirley Powell
Subject: Budget Rollover Request - Ramblewood HMGP Drainage Project

Jayne,

Need a budget amendment established as follows:

Fund 101:	101-33139025	FEMA HMGP Revenue – Ramblewood	\$ 67,098
	101-3990001	Cash Carried Forward	\$ 23,446
	2106-53400025	Contractual Services – Ramblewood	\$ 90,544

Carries forward prior year authorized but unspent FEMA HMGP Grant Revenues and required match for Phase II construction and post design engineering services for completion of the Ramblewood stormwater/drainage project.

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: November 5, 2014

FROM: **Parks Department**
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	\$ 12,945
To:	2600 – 546001	Repair & Maintenance	\$ 12,945

State reason for this request:

Carries forward unspent funds for the repair of safety netting and 150' of additional safety netting along the south side of the multi-purpose fields at Tiger Point Park.

Requested by Tammy Simmons/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-059**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Tammy Simmons
Sent: Wednesday, October 15, 2014 8:11 AM
To: Jayne Bell; Avis Whitfield
Cc: Henry Brewton; Sheila Harris; Roger Blaylock; Michael Schmidt
Subject: Budget rollover request
Attachments: FY 14 End of Year Budget Amendments.xlsx

Jayne,

Please roll over \$12,945 from budget amendment 2014-160 to FY 2015, this is the only project that I am responsible for that was not completed by year end. Carries forward project at Tiger Point Park to add additional safety netting along the south side of the multi-purpose fields.

Also please see attached spreadsheet, I had additional funds left over from BA 2014-039 and 2014-055.

Tammy C. Simmons
Administrative Services Manager
6075 Old Bagdad Highway
Milton, FL 32583
850-983-1858 Phone
850-623-1331 Fax

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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 31, 2014

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	104 – 3990001	Cash Carried Forward	\$ 750
To:	3403 – 5340051	Homeland Security Operations	\$ 750

State reason for this request:

To carry forward prior year (FY2014) unspent grant funds and allocate for expenditure.

Requested by Brad Baker/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2015-060

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/2014

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

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: November 5, 2014

FROM: **Road & Bridge 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:	101 – 3990001	Cash Carried Forward	\$ 30,155
To:	2100 – 534001	Other Contract Services	\$ 30,155

State reason for this request:

Carries forward funds for the installation of 160 linear feet of 18” liner in storm drain on Circle Drive as approved at the October 23, 2014 BOCC Regular Meeting.

Requested by Avis Whitfield/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-061**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/14

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

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: November 5, 2014

FROM: **District 2 Project 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:	312 – 3990001	Cash Carried Forward	\$ 80,000
	312 – 33139015	LWCF Grant	\$ 200,000
To:	2322 – 5630044	Bagdad Mill Site Improvements	\$ 280,000

State reason for this request:

Carries forward authorized unspent LWCF Grant funds totalling \$200,000 and additional TDC reserves in the amount of \$80,000 as approved by the TDC at their June 23, 2014 meeting. The remaining match funds are in-kind or from previously budgeted TDC reserves.

Requested by Sheila Harris /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-062**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/14

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Henry Brewton

From: Sheila Harris
Sent: Wednesday, November 05, 2014 12:20 PM
To: Jayne Bell
Cc: Henry Brewton
Subject: Budget Amendment Request - Carry Forward LWCF Grant for Bagdad Mill Site

Jayne – Please carry forward the following:

312 – 33139015	LWCF Grant	\$200,000
312 – 3990001	Cash Carried Forward	\$ 80,000
2322 – 5630044	Bagdad Mill Site Improvements	\$ 280,000

Carries forward authorized by unspent LWCF grant funds in the amount of \$200,000 and additional TDC reserves in the amount of \$80,000 as approved by the TDC at their June 23, 2014 meeting. The remaining match funds are in-kind or from previously budgeted TDC reserves.

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: November 5, 2014

FROM: **District 2 Project 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	\$ 303,540
	4010 – 59100312	To District II Recreation Fund	\$ 303,540
To:	312 – 38100012	From TDC Fund	\$ 303,540
	2322 – 5630044	Bagdad Mill Site Improvements	\$ 303,540

State reason for this request:

Carries forward TDC commitments for construction of the Bagdad Mill Site including \$162,000 from North-end TDC reserves and \$175,000 from general TDC reserves less \$33,460 previously carried forward as grant match and authorizes for expenditure for Phase I construction items.

Requested by Sheila Harris /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-063**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/14

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Henry Brewton

From: Sheila Harris
Sent: Wednesday, November 05, 2014 12:39 PM
To: Jayne Bell
Cc: Henry Brewton
Subject: Budget Amendment Request - Rollover Bagdad Mill Site Construction Budget (TDC Funds)

Please roll over in full the unspent budget authorization from BA 2014-102 for expenditure in FY 2015 as follows:

Fund 107:	107-3990001	Cash Carried Forward	\$303,540
	4010-59100312	To District II Recreation Fund	\$303,540
Fund 312:	312 - 38100012	From TDC Fund	\$303,540
	2322 - 5630044	Bagdad Mill Site Improvements	\$ 303,540

Carries forward TDC commitments for construction of the Bagdad Mill Site including \$162,000 from Northend TDC reserves and \$175,000 from general TDC reserves less \$33,460 previously carried forward as grant match and authorizes for expenditure for Phase I construction items.

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: November 5, 2014

FROM: **District 2 Project 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:	312 – 3990001	Cash Carried Forward	\$ 33,460
	312 – 3347002	Recreation Trails Program Grant	\$ 33,460
To:	2322 – 5630044	Bagdad Mill Site Improvements	\$ 66,920

State reason for this request:

Carries forward authorized but unspent 2012-2013 Recreational Trails Program grant and match from TDC North-end reserves and authorizes for expenditure of trail construction and purchase of trailside facilities within the Bagdad Mill Site Park.

Requested by Sheila Harris /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-064**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 11/10/14

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of November, 2014.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Henry Brewton

From: Sheila Harris
Sent: Wednesday, November 05, 2014 12:28 PM
To: Jayne Bell
Cc: Henry Brewton
Subject: Budget Amendment Request - Rollover RTP Grant

Jayne,

Please roll over in full the unspent budget authorization from 2014-103 as follows:

Fund 312

312 - 3990001	Cash Carried Forward	\$ 33,460
312 - 3347002	Recreation Trails Program Grant	\$ 33,460
2322 - 5630044	Bagdad Mill Site Improvements	\$ 66,920

Carries forward authorized by unspent 2012-2013 Recreational Trails Program grant and match from Tourist Development Council Northend Committee Reserves and authorizes for expenditure of trail construction and purchase of trailside facilities within the Bagdad Mill Site Park.

Sheila A. Harris, Special Projects/Grants
Santa Rosa County BOCC
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Milton, Florida 32570
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No support documentation for this agenda item.