

March 5, 2012

**ECONOMIC DEVELOPMENT COMMITTEE**

1. Economic Development Transition Committee report.
2. Monthly economic development update from Dave Hoxeng,  
TEAM Santa Rosa EDC, Inc.



# SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



JIM WILLIAMSON, District 1  
ROBERT A. "BOB" COLE, District 2  
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HUNTER WALKER, County Administrator  
ANGELA J. JONES, County Attorney  
JOEL D. HANIFORD, OMB Director

## M E M O R A N D U M

**TO:** Board of Commissioners

**FROM:** Hunter Walker, County Administrator

**DATE:** February 29, 2012

**SUBJECT:** Economic Development Transition Committee Report

The Economic Development Transition Committee completed its final meeting Monday, February 27, 2012 and will report findings at the upcoming March 5, 2012 Committee-of-the-Whole meeting. Attached is synopsis of the actions taken at the four (4) ED Transition Committee meetings.

In approaching the task outlined by the Board of Commissioners, the Transition Committee utilized the purpose statement which directed that the Committee review and make recommendations to the Board on the restructuring of the County's current economic development organization, TEAM Santa Rosa EDC, Inc.

For purposes of the report, the specific Committee recommendations will be provided within the five (5) areas outlined in the original purpose statement. Also for purposes of this report, I have synopsized the actions taken by the Committee, but will attach copies of minutes of the four (4) Economic Development Transition Committee meetings which will give more complete accounting of the actions.

### **Transition of current executive director**

- Recommended Shannon Ogletree be designated Interim Executive Director for the period when the current Executive Director vacates position and next Executive Director is hired. (2/27/12)
- No formal motion regarding proceeding with the recruitment of an Executive Director was ever undertaken. It was assumed that the economic development organization would undertake the recruitment process as quickly as practical.

## **Rebranding of TEAM Santa Rosa**

- Acknowledged at several meetings the need to rename and rebrand the economic development organization, specifically recommending that renaming be postponed until new leadership, including restructured Board and executive director is in place. (2/20/12)

## **Review of the operational structure of the organization**

- Recommended that the economic development organization remain a public/private partnership. (2/6/12)
- Recommended retention of the current corporate structure of the existing economic development organization (TEAM Santa Rosa). (2/13/12)
- Recommended changes to bylaws allowing current ex-officio members of TEAM Board serve as voting members of committees. (2/20/12)
- Recommended changes to bylaws establishing standing committees and future committees as needed such as; investor, by-laws, marketing, military, agribusiness, nominating, etc. (2/20/12)
- Recommended larger priority be placed on developing, retaining, and expanding small businesses with 0-50 employees. (2/27/12)
- Recommended that tourism be added as a special committee of the County economic development organization. (2/27/12)

## **Review structure of Board of Directors regarding representation**

- Recommended unlimited membership in economic development organization by appointment, selection, or contribution as determined by the EDO Board of Directors. (2/27/12)
- Recommended Board of Directors not to exceed twenty-five (25) voting members consisting of five (5) members appointed by Board of Commissioners; one each from the participating municipalities; and the remainder from the membership as determined by Board of Directors. (2/27/12)
- Recommended Executive Committee comprised of nine (9) members to include four (4) officers of the Board of Directors and the five (5) Board of Commissioners appointees. (2/27/12)
- Executive Committee responsible to oversee, guide and manage the organization to include development of annual budget and strategic plan for approval of full Board of Directors. Also responsible for hiring/firing/evaluating Executive Director pursuant to bylaws. (2/27/12)

## **Review of regional relationships and opportunities**

- Recommend that Board and/or EDO solicit proposal from Pensacola Bay Area Chamber of Commerce for collaborative marketing effort for the two-county region. (2/20/12)

I appreciate the commitment that the fifteen (15) members of the Committee displayed in meeting weekly for four consecutive weeks with generally few absences during that time. There was a sense of urgency in completing its work, so that the Board of Commissioners and TEAM could move forward with economic development for the County.

I know there is a great deal to consider, but I would recommend that the Board ask TEAM to immediately proceed with the nationwide recruitment of an executive director, recognizing that it is going to take time. In the interim, the Board and TEAM can work on implementing the Committee recommendations as appropriate.

Contact this office with questions.

Special Meeting  
Economic Development Transition Committee  
February 6, 2012

Present: Hunter Walker and members Beverly Zimmern, Jeff Helms, Claude Duval, Laurie Gallup, Carol Boston, Jerry Couey, Phillip Wright, Ferdinand Salomon, Joshua Durst, Rick Paschall, Kim Macarthy, Gerry Goldstein, Don Richards, Alan Isaacson, and Ed Fortune.

Call to Order/Overview

Walker said each member should have received an agenda and a memo. He said there is a contact list in the backup material as well. Walker asked each member to make sure all contact information is correct. He introduced himself. Walker said he is not a member of the committee but will serve as a facilitator of the meeting. He asked that any information to be distributed to committee members at any meeting come through the office of the Board of County Commissioners via his secretary, Kathy Jordan.

Each of the committee members introduced themselves and verified their contact information. Kim Macarthy said her mailing address needs to be corrected. She said her correct mailing address should be 7245 Heath Road, Milton, Florida 32570.

Florida Sunshine Law

Angela Jones, County Attorney, distributed a pamphlet covering the rules of the Florida Sunshine Law. She explained that each appointed member is subject to the Florida Sunshine Law. Jones explained the Florida Sunshine Law and its purpose. She said emailing of material between committee members is a violation of the Florida Sunshine Law. Jones said she is available to any committee member who has questions.

Goldstein asked if this committee should have any concerns about an E&O Policy or any other policy decisions that could place this committee in a legal issue. Jones said this committee is an advisory board and will form a plan to be entertained by the Board of County Commissioners. She said she does not know of any ultimate action this committee will take.

Salomon asked Walker if Jordan will be the point of contact for all email correspondence. Walker said yes. He said he will get everyone Jordan's contact information.

Couey nominated Isaacson as Chairman. Isaacson declined the nomination.

Paschall moved approval of Duvall as Chairman; Isaacson seconded the motion.

Duvall moved approval of Fortune as Chairman; Richards seconded the motion.

Zimmern moved approval of Goldstein as Chairman; Salomon seconded the nomination.

Isaacson asked what rules the committee is going by. He said the first motion had a second and should have been voted on prior to moving forward with another motion.

Couey recommended using Roberts Rules of Order. He said there is a proper motion on the floor with a second. Couey said he felt this motion should be voted on prior to moving forward.

Goldstein recommended using State Rules of Order; Richards seconded this recommendation.

Walker moved forward with collecting names of recommendations for Chairman from each committee member once the decision to use a slate method calculation for Chairman was decided on. After votes were calculated, Duvall was named Chairman and Fortune named Vice-Chairman.

### Successful Motions

After much debate among committee members, the following successful motions were approved and voted on after several hours of discussion:

**Goldstein moved approval to meet every Monday for the next four Monday's at 3:00 p.m.; Paschall seconded, and the motion carried unanimously**

**Helms moved approval that any new organization for economic development in Santa Rosa County be a public/private partnership; Durst seconded, and the motion carried unanimously.**

**Gallup recommended staff ask Jim Hizer to come and give a presentation to the committee about possibilities of a regional collaboration and regional effort for economic development in Santa Rosa County; Macarthy seconded, and the motion carried unanimously.**

### Adjourn

There being no further business to come before the committee at this time, the committee adjourned.

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Chairman

Special Meeting  
Economic Development Transition Committee  
February 13, 2012

Present: Hunter Walker and members Jeff Helms, Claude Duvall, Laurie Gallup, Carol Boston, Jerry Couey, Phillip Wright, Ferdinand Salomon, Joshua Durst, Rick Paschall, Kim Macarthy, Gerry Goldstein, Don Richards, Alan Isaacson, and Ed Fortune. Beverly Zimmern was absent.

Comments from the Chairman

Duvall said at last week's meeting he commented "it was a failure of the board." He said he has not had anyone call him but said he thought about his comments. Duvall apologized for this comment. He said he does not view this process as a failure of the board but a failure of leadership.

Call to Order

The meeting was called to order at 3:00 p.m.

Approval of Minutes

Helms moved approval of February 6, 2012 minutes; Paschall seconded, and the motion carried unanimously.

Jim Hizer, President/CEO Pensacola Chamber of Commerce

Jim Hizer, President/CEO Pensacola Chamber of Commerce, said he speaks as President of the Chamber of Commerce and as a resident of Santa Rosa County. He said he is passionate about economic development and Santa Rosa County. Hizer highlighted on his approach and recommendations for Santa Rosa County. He included his recommendations from the Ticknor report. Hizer said he and his staff will be happy to help with any projects that may be in need of help in the next month or so while economic development is being defined. He said the County may want to recommend a contract with Shannon Ogletree. Hizer said Ogletree is an asset to Santa Rosa County. He said it is to the benefit of both counties to have a collaborative effort. Hizer recommended Santa Rosa having its own stand alone economic development organization as long as it can afford to do so.

Duvall said the County has talked with the two remaining employees of TEAM Santa Rosa. He said these employees have been taken care of during this transition. Hoxeng said this is not what he has received from the employees.

There was lengthy discussion among Hizer and committee members.

Don Richards left at 4:00 p.m.

Successful Motions

**Helms moved approval to keep the current corporate structure of the existing organization (TEAM Santa Rosa); Durst seconded, and the motion carried without objection.**

Next Meeting/Adjournment

The meeting adjourned at 5:30 p.m. The next meeting will be held on Monday, February 20, 2012 at 3:00 p.m. in the Board meeting room of the Administrative complex.

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Chairman

Special Meeting  
Economic Development Transition Committee  
February 20, 2012

Present: Hunter Walker, and members Jeff Helms, Claude Duvall, Laurie Gallup, Carol Boston, Jerry Couey, Ferd Salomon, Joshua Durst, Rick Paschall, Kim McCarthy, Gerry Goldstein, Alan Isaacson, Ed Fortune, and Beverly Zimmern. Don Richards and Phillip Wright were absent.

Call to order

The meeting was called to order at 3:00 p.m.

Motions

**Salomon moved approval of the February 13, 2012 minutes. Couey seconded, and the motion carried unanimously.**

**Zimmern moved approval to postpone naming the new entity until new leadership is in place. Goldstein seconded, and the motion passed by majority vote with Zimmern, Goldstein, Helms, Duvall, Gallup, Boston, Salomon, Durst, Paschall, McCarthy, Isaacson, and Fortune in favor. Couey opposed.**

**Fortune moved current ex-officio members of the TEAM Santa Rosa Board to be allowed to serve as voting members within various committees. Paschall seconded, and the motion passed by majority vote with Fortune, Paschall, Helms, Duvall, Gallup, Boston, Couey, Salomon, Durst, McCarthy, Goldstein, and Zimmern in favor. Isaacson opposed**

**Fortune moved approval to establish standing committees and future committees as needed (such as investor, bylaw's, marketing, military, AG business, nominating, personnel, finance and other committees as deemed necessary). Boston seconded, and the motion passed unanimously.**

**Fortune moved approval to change Article 3 page 2 to allow the Board of Commissioners to each appoint one additional exofficio member. Helms seconded. After discussion Fortune withdrew his motion.**

**Goldstein moved to recommend to Board of County Commissioners to request a proposal from Jim Hizer with specific recommendations for collaborative marketing efforts. Couey seconded, and the motion passed unanimously.**

**Helms moved approval to cap any future Board of Directors at 25 members. Fortune seconded, and the motion passed with Helms, Goldstein, Duvall, Gallups, Boston, Salomon, Durst, McCarthy, Fortune, and Zimmern in favor. Isaacson, Paschall, and Couey opposed.**

Goldstein left at approximately 4:30. He said he has to leave but would like to register his vote before he leaves. said he wants his vote to reflect in the affirmative for Helms' motion to cap the Board of Directors at 25 members and for Fortune's motion regarding five ex-officio members to be appointed by the Board of Commissioners (Fortune's motion was withdrawn and never voted on).

**Salomon moved approval for the current Board of Directors to stay in place until such time it is reconstituted. Zimmerman seconded, and the motion failed with Fortune, Duvall, Helms, Gallup, Boston, Couey, and Isaacson opposed. Salomon, Zimmern, McCarthy, Paschall, and Durst in favor.**

**Helms moved approval that five members of the Board of Directors be appointed by the Board of County Commissioners and that one member each be appointed by the City of Milton, City of Gulf Breeze, City of Jay, and the remaining members be private members with a recommendation that there be a method to get these members involved. Fortune seconded, and the motion failed due to tie vote with Helms, McCarthy, Zimmern, Fortune, Duvall, and Salomon in favor. Isaacson, Durst, Couey, Boston, Gallup, Paschall opposed. (Goldstein was not present for this vote).**

Zimmern said before Goldstein left he voted in the affirmative for the above motion, and she felt the minutes need to reflect that vote.

Walker said he would like for the Chairman to make a presentation the Board of Commissioners as to what this committee has completed. He said the Board of Commissioners will vote whether to extend the TEAM Santa Rosa contract on a month to month basis.

Bob Cole said he spoke at the leadership class in Tallahassee and discussed regional development. Walker said he felt the committee needs to have one more meeting.

#### Next Meeting/Adjournment

The meeting adjourned at 5:30 p.m. The next meeting will be on Monday, February 27, 2012.

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Chairman

Special Meeting  
Economic Development Transition Committee  
February 27, 2012

Present: Hunter Walker, and members Don Richards, Gerry Goldstein, Kim Macarthy, Rick Paschall, Josh Durst, Ed Fortune, Ferd Salomon, Phillip Wright, Jerry Couey, Carol Boston, Laurie Gallup, Jeff Helms, and Beverly Zimmern. Alan Isaacson, and Claude Duvall were absent.

**Zimmern moved approval of the February 20<sup>th</sup> minutes as amended. Richards seconded, and the motion passed unanimously.**

**Paschall moved approval that a larger priority be placed on developing, retaining, and expanding small businesses with 0-50 employees. Helms seconded, and the motion passed unanimously.**

**Paschall moved approval to amend Article I of the bylaws as follows: "Herein after referred to as to be determined by the new organization". Couey seconded, and the motion passed unanimously.**

**Paschall moved approval to amend Article II section 1 of the bylaws as follows: "membership is unlimited in number any person or business may become a member by appointment, selection, or contribution as deemed appropriate by the Board of Directors". Helms seconded, and the motion passed unanimously.**

**Zimmern moved approval to amend Article III section 2 of the bylaws as follows: "Voting BOD shall be comprised of and will not exceed 25 voting members and shall consist of 5 appointments from the B.O.C.C. and one appointment from each municipality and the remaining from the general membership as deemed appropriate from the B.O.D. Paschall seconded, and the motion passed by majority vote with Zimmern, Paschall, Richards, Goldstein, Macarthy, Fortune, Salomon, Wright, Couey, Boston, Gallup, Helms in favor. Durst opposed.**

**Paschall moved approval to amend Article VI of the bylaws as follows:**

**I. Executive Committee:**

**Shall be comprised of nine members to include Officers and the five appointed Directors of the B.O.C.C. If one of the appointed members also holds an Officer position, the vacant position should be filled from the Board of Directors. If at such time the percentage of revenue generated by the non public funding exceeds that generated from the public funding as reported by the approved annual budget the executive committee may at its discretion, recommend one of the following actions:**

- A. Addition of two general directors to bring the executive committee to a total of (11) eleven members (six members being from the B.O.D. and five members being appointees from the B.O.C.C.)**

**B. OR with approval from the B.O.C.C. reduction of two appointees (of which the B.O.C.C. would choose which two) from the executive committee (they would remain as general B.O.D.) bringing the total of the executive committee to (7) seven members**

**C. OR refrain from any change**

**Durst seconded, and the motion passed unanimously.**

**Paschall moved approval to amend Article VI of the bylaws as follows:**

## **II. Duties and Responsibilities:**

**EXECUTIVE COMMITTEE: It is the duty and responsibility of the executive committee to oversee, manage and guide the organization in the fulfillment of its purpose as stated by the charter of the corporation. It shall perform the following duties:**

- **Develop, review and submit an annual budget for approval from the general B.O.D.**
- **Develop, review and submit an annual strategies plan**
- **Develop, review and submit an annual update to the bylaws.**
- **Hire and evaluate the executive director as required.**

**And while it may be appropriate to distribute tasking to subcommittee, the responsibility shall remain with the executive committee to ensure accuracy and completion.**

**Durst seconded, and the motion passed unanimously.**

**Paschall moved approval to amend Article VII of the bylaws as follows:**

**Removal of the sentence "The Board of Directors will be responsible for the hiring and direction of the Executive Director."**

**Addition of the sentence "The Executive Committee will be responsible for the hiring, directing and evaluating of the Executive Director."**

**Richards seconded, and the motion passed unanimously.**

**Wright and Richards left early.**

**Commissioner Bob Cole suggested this committee recommend naming Shannon Ogletree as Interim Executive Director of TEAM Santa Rosa.**

**Helms moved to retain Shannon Ogletree as Interim Executive Director of TEAM Santa Rosa. Paschall seconded, and the motion passed unanimously.**

**Gallup said she wonders why tourism has not been discussed by TEAM Santa Rosa. She said tourism brought in \$26 million to Santa Rosa County in fiscal year 2010-2011. Goldstein said the**

economic development board will be the appropriate place for that discussion. Gallup said she felt the hotel needs to be brought back onto Navarre Beach.

**Gallup moved that tourism be added as a special committee for the economic development organization. Paschall seconded, and the motion passed unanimously.**

Fortune said this is the final meeting of this committee.

Adjournment:

There being no further business to come before the committee at this time, the meeting adjourned.

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Chairman

No support documentation for this agenda item.

March 5, 2012

**ADMINISTRATIVE COMMITTEE**

1. Discussion of final space program and building options for judicial facility as developed by HOK, Inc.
2. Discussion of proposals for seasonal recreation concessions/amenities for Navarre Beach.
3. Discussion of Resolution opposing use of toll facilities to fund replacement of the Three Mile Bridge.
4. Discussion of discontinuance of current moratorium on the issuance of permits and permit modifications on privately-owned Class II, Class III and C&D landfills.
5. Discussion of confirmation of Blake Thaxton as Commercial Horticulture Agent I with Santa Rosa County Cooperative Extension.
6. Discussion of Agreement with Karen Harrell for 2012 Beaches to Woodlands Event Coordinator Services as recommended by the Tourist Development Council.
7. Discussion of acceptance of \$1,000 in satisfaction of HHRP First Time Homebuyer loan for sale in lieu of foreclosure of property at 5655 Eagle Drive.
8. Discussion of \$25,000 from District Three recreational funds for refurbishment of Bray-Hendricks Park tennis courts as requested by Town of Jay.
9. Discussion of contract with Florida Division of Emergency Management for 2011 Severe Repetitive Loss Program grant for elevation of five (5) structures.
10. Discussion of Agreement with Donald R. Ward and Associates, Inc. for management services for the 2011 FDEM Severe Repetitive Loss Program grant.
11. Discussion of Settlement Agreement with Sacred Heart Health System for Health Care Responsibility Act (HCRA) claim in the amount of \$3,368.78.
12. Discussion of Resolution dated January 13, 1983 vacating portion of Ollinger Tract correcting scrivener error referencing lots instead of blocks.

13. Discussion of notification to Florida Association of Counties Trust advising of County intent to solicit bids for insurance coverage for FY2012-2013.
14. Discussion of appointment of Les Nichols as District Four member of Local Zoning Board.
15. Discussion of issuance of permit to conduct fireworks display to James D. Carnley, April 13, 2012 at 8:00 p.m.
16. Public Hearing items scheduled for 9:30 a.m. Thursday, March 8, 2012:

Proposed amendment to ordinance 2006-37 providing for definition and establishment of basic wind speed and wind-borne debris regions.

Proposed submission of grant application to Florida Office of Greenways and Trails for Recreational Trails Program funds for development of trail and support facilities at the Bagdad Mill Site Park.

Proposed submission of grant application to Florida Department of Environmental Protection for 2011-2012 Land and Water Conservation funds for improvements to the Bagdad Mill Site Park.

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# Santa Rosa County Judicial Center

## *Final Space Program & Building Options*

March 5, 2012



Hatch Mott  
MacDonald

Hellmuth, Obata & Kassabaum, Inc.

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## **Santa Rosa County Judicial Center**

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## Santa Rosa County Judicial Center

### Introduction

#### The Building Program contains the following User Groups

Courtrooms and support space (7 courtrooms, 5 with direct prisoner access)  
Chambers and Court Administration (including Guardian Ad Litem & Family Law staff)  
Jury Assembly, Holding/Security & Public Law Library  
Clerk of Court including Probation (10 divisions)  
State Attorney  
Public Defender  
Building Support (lobby and engineering support spaces)

This Program is based on information provided by each department and discussions with the key personnel within those departments. The total area of the building calculates at approximately 146,000 square feet. The actual finished size of the building will vary based on the final approved plans

There is growth space built into the Program where identified. The planning and design will also focus on making the building expandable, by adding an addition to deal with long term growth.

Flexibility of use of key spaces in the building has been considered to allow people to share the use of a room for different uses, hence reducing the cost of the project. Jury Assembly can be used for training, public or staff meetings and other high volume uses. Hearing rooms can be used by Magistrates, Hearing officers or as conference rooms.

The programmed spaces are based on a consistent set of space standards used throughout the project. The space standards have been developed using a combination of state (DMS) standards, best practice, and our experience with County courthouse projects in the state of Florida.

Long time file and archive storage is ultimately expected to be housed in a purpose built County storage building, ideally on site, but constructed at a significantly lower cost than courthouse construction. Space within the courthouse is planned for the "current" files in use by each department

### Definitions

Space requirements for the Courthouse were developed on a room by room basis with **Net Square Feet (NSF)** requirements for each space calculated on anticipated operated flows and equipment layouts.

**Departmental Gross Area (DGSF)** includes a factor ranging from 1.2 to 1.35 have been applied to the net area requirements to accommodate movement between and among rooms and equipment and interior wall thicknesses.

**Building Gross Area (BGSF)** includes other space within the building necessary to support the department but is outside its physical boundaries. This includes the exterior wall thickness of the building; visitor, staff and inmate corridors; elevators; exit stairs; mechanical and electrical equipment space. **The final area of construction will be affected by the number of floors needed and actual layout of the spaces.**

## Santa Rosa County Judicial Center

### Site requirements

The required parcel size and project site configuration will be affected by the shape and features of any individual parcel under consideration (i.e. connecting roads, wetlands, utilities, etc.). Assuming a typical rectangular parcel could be obtained and considering other features such as building footprint size, access roads, parking areas and stormwater requirements (see below), a reasonable parcel size can be estimated.

Building Footprint-	50,000SF
Parking-500 cars-	175,500SF
Stormwater-	70,000SF
Buffers and access-	90,000SF

**Total Area required- 385,500SF which is approximately 9 acres**

A detail analysis and description of these areas is included later in this document

### Project Budget

Using our experience with 2 Florida Courthouses that were recently completed we can estimate what the Santa Rosa Courthouse would cost to build at today's prices.

We have used The Hillsborough (East County) Courthouse and Marion County Judicial Center as benchmarks. We have included a few images of these courthouses to define a level of quality based on this construction cost.

We estimate that the **Construction Cost** can be identified as \$180/GSF, i.e. **\$26,280,000** for the new courthouse including finished courtrooms and office space ready to move into. *This cost is based on today's construction market and a competitive bid process.*

The following are items that need to be added to this raw construction number to create a complete **Project Budget**

**Design & Testing Fees-Allow 10% (\$2.6m)**

**Furniture Fixtures & Equipment-can vary by defining what is being reused or bought new-Allow 5% (\$1.3m)**

**Electronic systems (IT & AV)-depends on how much re-use of existing computer hardware is planned & how extensive courtroom technology is required-Allow 5% (\$1.3m)**

**Note;** a fully equipped courtroom with sound system, evidence presentation and digital court reporting can cost up to \$100,000/courtroom for equipment. The infrastructure for ALL these systems is included in the base building.

**Permit & Impact Fees-**depending on site location and controlling municipality these fees could vary substantially-water & sewer could be \$250,000. Often County buildings can be exempt from development order fees. A discussion of these fees is included in the Site Area Analysis Section. **Allow \$300,000**

**Sub-Total-\$31,780,000**

*Land Purchase-Site Development Costs, including parking, landscape, drainage & utilities-these are unknown and not included in the total above.*

## **Building Site Options and Information**

The following provides a general review and summary of the anticipated development requirements for the proposed Santa Rosa Courthouse. Please note that this overview would be subject to change on a site specific basis and is intended to provide a relative range of anticipated requirements.

### **A. Parcel Size Requirements:**

The required parcel size and project site configuration will be affected by the shape and features of any individual parcel under consideration (i.e. connecting roads, wetlands, utilities, etc.). Assuming a typical rectangular parcel could be obtained and considering other features such as building footprint size, access roads, parking areas and stormwater requirements (see below), a reasonable parcel size can be estimated. In regards to the stormwater management system, approximately 25% to 30% of the estimated total parcel size has been assumed.

The most recent architectural program estimates a building square footage requirement of approximately 150,000 square feet which includes anticipated expansion over the life of the building. The architectural program also estimates current and future staffing at approximately 300 staff.

Assuming a 3-story building concept, the following parcel size can be estimated:

Building Footprint:	50,000 sf
Parking Area Footprint:	175,500 sf
Stormwater Management Area:	70,000 sf (assumed 30% of building/parking area)
Buffers/Misc. Area Allowance:	90,000 sf (assumed 30% of building/parking/stormwater area)
Total Estimated Parcel Size:	385,500 sf (≈9 acres)

Using all the factors for the various improvements, a parcel size of 9 to 12 acres should be sufficient for the development. As mentioned above, various factors will affect the parcel size such as terrain, soils, parcel shape, access, vegetation, etc. One of the most critical factors to consider is the soils, which will affect the sizing of the storm water management system. If poor soils are encountered on the site, the storm water system could be larger and could have impacts on the overall long term maintenance of the site. Conversely, if excellent well drained soils are encountered a smaller parcel size could be accommodated.

**B. Parking Space Requirements:**

The Santa Rosa Land Development Code section 7.01.08 B does not identify a specific category for a courthouse or judicial center. The most applicable requirements for a courthouse identified in the SRC LDC are for Business and Professional Office which specifies 1 space per 300 sf of gross floor space. Utilizing this parking standard, the required parking can be estimated as follows:

$$150,000 \text{ sf} * 1 \text{ space}/300 \text{ sf} = 500 \text{ spaces}$$

The SRC LDC Section 7.01.08 E specifies that the size of standard parking spaces shall be 9'x18'. For two rows of spaces together with a 24' wide drive isle, the total area required for 500 spaces will be approximately 135,000 sf. This does not include the additional space required for handicap spaces. Using this area along with an additional allowance of 30% for handicap spaces, drive isle configuration and landscape/tree islands, the estimated total area required for parking is 175,500 sf. Additional driveways, parking and pavement areas would also need to be incorporated for improvements such as private/secured parking areas, Sally-ports and building service areas (loading areas, dumpster area, etc.).

**C. Water/Wastewater Flow Demands:**

The Florida Department of Health (FDOH) guidelines were utilized for estimating the water and wastewater flows (Per F.A.C. 64-E) for 300 employees and 150,000 sf of office space. No specific requirement is identified for a courthouse/judicial center in the FDOH guidelines and the following calculations provide an estimate based upon both employees and square footage utilizing an office building requirement as well as utilizing an institutional based requirement. It is assumed that flow efficient fixtures would be utilized throughout the building.

- Office Building per employee, per 8 hour shift: 15 GPD  
300 employees \* 15 GPD/person = 4,500 GPD
- Office Building per 100 sf floor space: 15 GPD  
(150,000 sf / 100 sf) \* 15 GPD = 22,500 GPD
- Institutional: Public Institutions other than schools and hospitals per person which does not include kitchen wastewater flows: 100 GPD  
300 employees \* 100 GPD/person = 30,000 GPD

Based upon the above requirements, the maximum anticipated water/wastewater flows for the facility is estimated to be approximately 30,000 gallons per day. The above flows do not include fire flow demands.

**D. Stormwater Requirements:**

The Santa Rosa County LDC Section 4.03.06, F requires that the development provide collection, control and disposal of run-off from a critical duration storm, up to, and including a 100-year, 24-hour storm event. The project will also need to be in accordance with FDEP and/or NFWFMD storm water criteria under 62-346 Environmental Resource Permit guidelines.

As previously stated, the required stormwater detention/retention can vary significantly based upon site specific requirements particularly soils permeability. As such, no estimate of the stormwater volume requirements has been completed for this task.

**E. Permitting Requirements:**

- a. Development Order from appropriate municipality (i.e., Santa Rosa County, City of Milton, etc.) will be required. Fees will vary and may or may not be applicable depending on site jurisdiction.
- b. FDEP or NFWFMD Chapter 62-346, F.A.C. Environmental Resource Permit -\$310.00 (without dredge and fill) – \$11,220 Maximum for projects involving 10 acres or more of dredge and fill.
- c. FDEP Construction NPDES Permit - \$400.00

The following permits may be required depending upon site location:

- a. FDEP Water Permit -\$650.00
- b. FDEP Sewer Permit - \$500.00
- c. FDOT Driveway Connection Permit
- d. FDOT Utility Permit
- e. FDOT Stormwater Drainage Permit

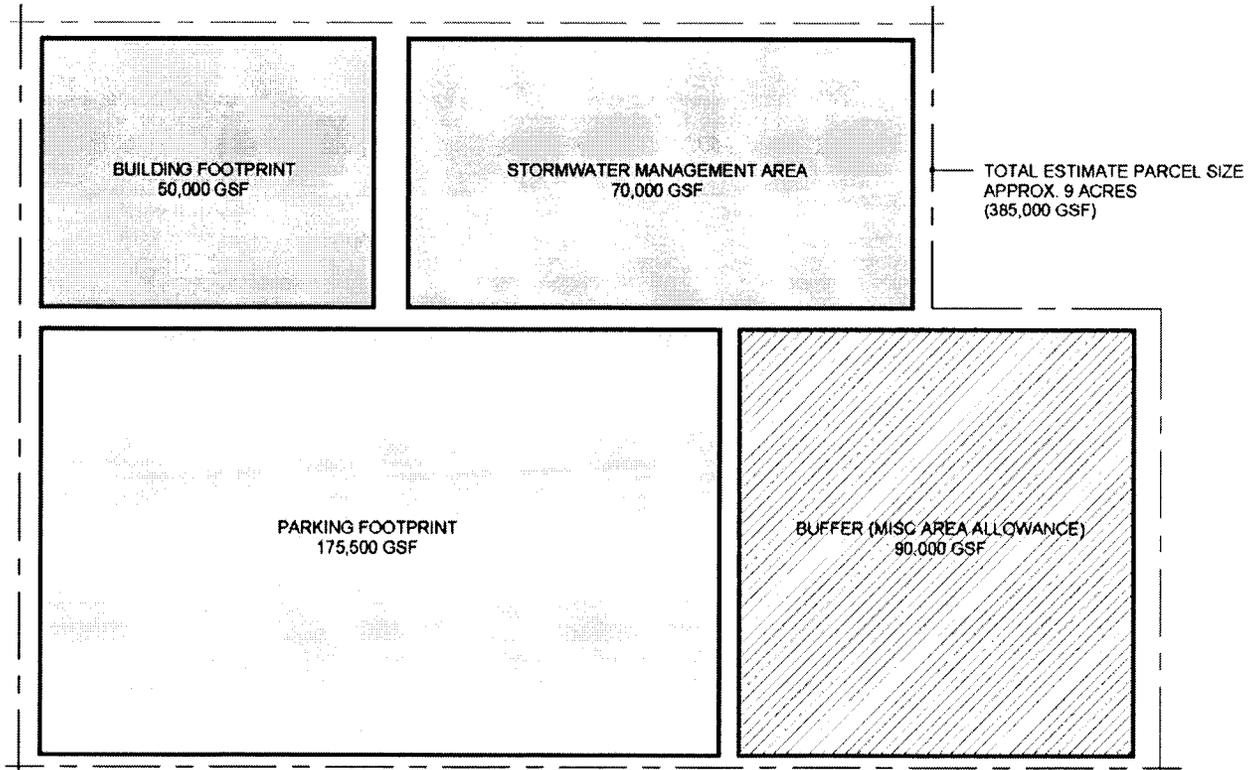
Tap/Impact fees for water and wastewater can be expected regardless of courthouse location but are specific to the utility provider and have not been estimated for this review. Based upon a review for a similar size office development in one franchise area, impact fees for water and wastewater could exceed \$250,000. Specific impact fees can be estimated more accurately when potential courthouse sites have been identified.

**F. Santa Rosa County Land Use and Zoning options:**

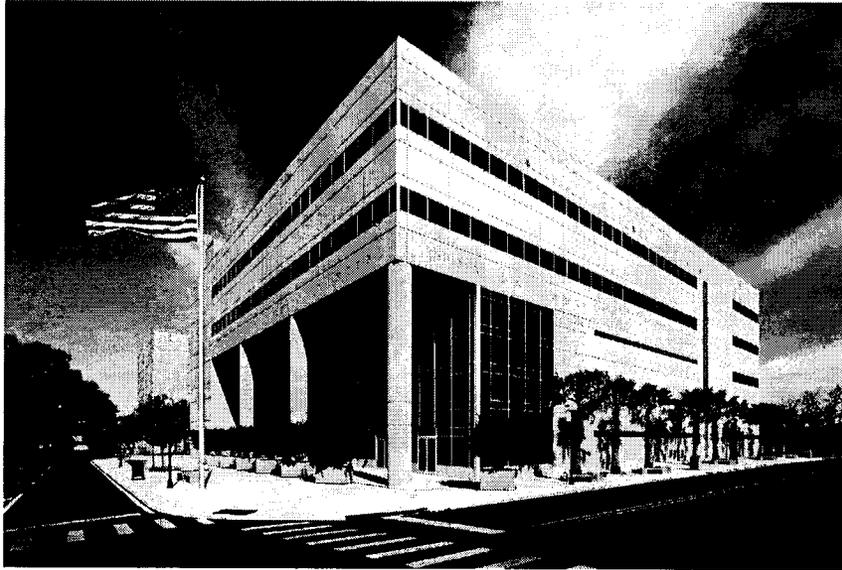
The SRC LDC does not specifically identify a courthouse/judicial center use. The SRC LDC does include a "public facilities" category which would seem to accommodate the courthouse/judicial center use. Based upon the "public facilities" use classification, the following table identifies existing land use districts which will allow the proposed use:

Land Use Category	Land Use Category Name	Acceptable	Conditional Use	Not Addressed
AG	Agriculture District		X	
AG 2	Agriculture District		X	
RR-1	Rural Residential District		X	
R-1	Single Family Residential District		X	
R-1A	Single Family Residential District		X	
R-1M	Mixed Residential Subdivision District		X	
R-2	Medium Density, Multiple Family Residential District		X	
R-2M	Medium Density Mixed Residential District		X	
R-3	Medium High Density, Multiple Family Residential District		X	
ER	Estate Residential District		X	
PUD	Planned Unit Development District	X		
PBD	Planned Business Development District	X		
NC	Neighborhood Commercial District		X	
HCD	Highway Commercial Development District		X	
C-1M	Marina District		X	
C-2M	Marina/Yacht Club District			X
CT	Commerce and Technology Park District			X
M-1	Restricted Industrial District			X
M-2	General Industrial District			X
PID	Planned Industrial Development District		X	
HR-1	Histroical Single Family Residential District	X		
HR-2	Histroical Medium Density Residential District	X		
HC-1	Historical Commercial District	X		
TC-1				X
TC-2				X
Note:	Per 6.09.02, J, 5; County Facilities shall be allowed in any district.			

G. Diagram of Site Use Areas:



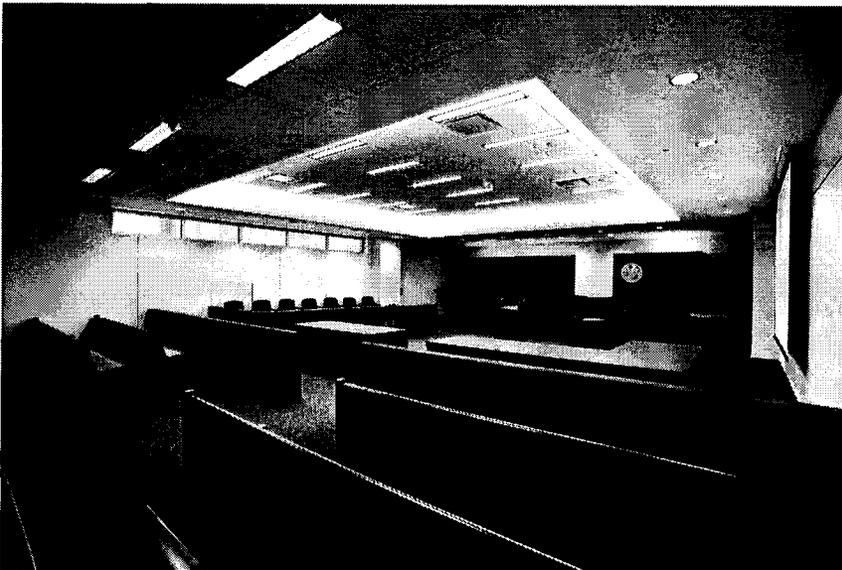
**BENCHMARK PROJECT**



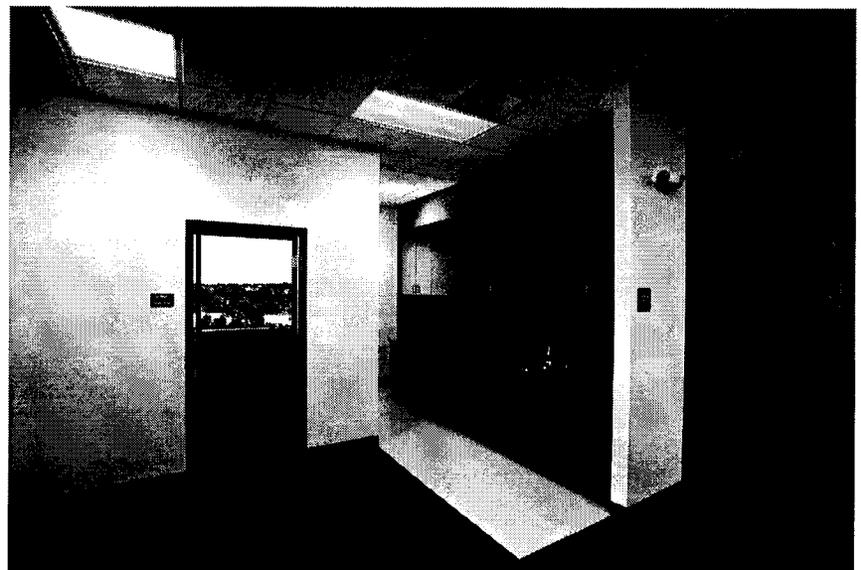
Exterior - Precast Concrete Panels & Curtain Wall System



Public Lobby Finishes - Porcelin Tile Floors



Typical Courtroom Finishes - Wood Paneling and Millwork



Typical Office Finishes - Carpet and Painted Drywall

**BENCHMARK PROJECT**



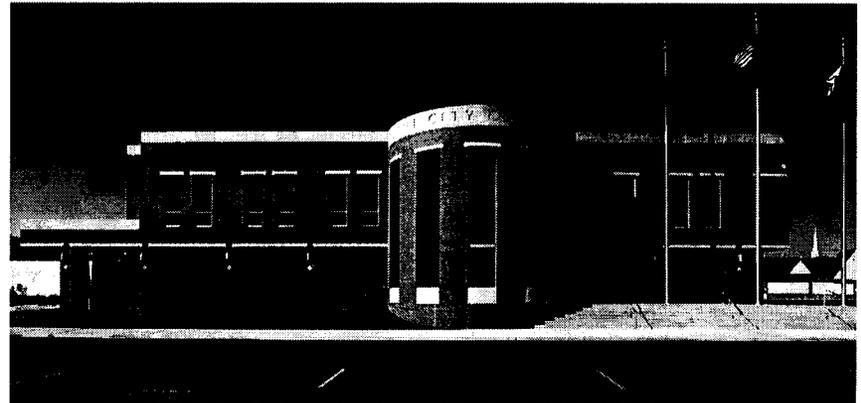
Typical Office Space Finishes - Carpet Tile and Painted Drywall



Public Lobby Finishes - Terrazzo Floors



Typical Courtroom Finishes - Wood Paneling and Millwork



Exterior - Brick with Precast Concrete Detailing

**Hillsborough County (East County) Courthouse**

**RFP - NAVARRE BEACH SEASONAL CONCESSIONS**

<b>PROPOSER</b>	<b>PRODUCT</b>	<b>COMPENSATION TO COUNTY</b>	<b>NOTES:</b>
Philadelphia Steak King	Food & Drinks	\$5,000 Initial Fee plus 7% on Sales	No Alcoholic beverages, mobile food cart. Desires a stationary location.
Snow Biz	Shaved Ice, can/bottled drinks	\$100 per month	No Alcoholic beverages, mobile food cart. Desires Old Navarre Pavilion location.
Sharits Concessions, Inc.	Food & Drinks	7% or 8% on Gross Sales (after Sales Tax)	No Alcoholic Beverages, mobile food unit. Desires Pier area parking lot.
Rosey's Kettle Corn	Various Kettle Corn flavors & Lemonade	10% of Profit	No Alcoholic beverages; stationary location
Balls of Fun	Plastic "Bubble" - walk on water attraction	10% or more of monthly earnings	People climb inside a "plastic bubble" and play in an inflatable pool. Power and water required.
Boardwalk Concessions of Navarre Beach	Food & Drinks	4% of Gross Sales	Mobil vending cart. Desires Old Navarre Pavilion area east of pier and north of Sand Crab Pavilion.
Mama's Goodies & Grub	Food & Drinks	15% of Net Receipts	Concession Trailer 10' x 15'
Mobile Vending	Food, Drinks & beach items	\$500/month plus 5% of Gross Receipts or 7% of Gross Receipts plus utilities	Concession Trailer 6' x 10'; requires power & water; desires Pavilion Parking lot near restrooms
Xcelerator Project	Inflatable Slide; beverages & snacks	12% of Gross Revenue	Desires location next to Pier

**RESOLUTION NO. 2012-\_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA, OPPOSING THE USE OF TOLL FACILITIES TO FUND THE REPLACEMENT OF THE THREE MILE BRIDGE; PROVIDING FOR TRANSMITTAL; PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, the Three Mile Bridge was constructed in 1960 with a 50 year design life span; and

**WHEREAS**, in January 2011, the Florida Department of Transportation (FDOT) initiated the Three Mile Bridge Project Development and Environment (PD&E) study for the replacement of the Three Mile Bridge; and

**WHEREAS**, the FDOT has proposed the use of alternate revenue sources to fund anticipated construction shortfalls; and

**WHEREAS**, the FDOT has proposed the use of toll facilities to fund a portion of the Three Mile Bridge replacement project.

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

**SECTION 1.** That the above recitals are true and correct and incorporated herein by reference.

**SECTION 2.** That Santa Rosa County hereby opposes the use of toll facilities to fund the Three Mile Bridge replacement project and requests the FDOT consider alternative funding sources, including, but not limited to, bonding of capacity dollars through the Regional Transportation Finance Authority (RTFA) / US 98 Corridor Authority or public/private partnerships.

**SECTION 3.** That this Resolution shall become effective immediately upon adoption by the Board of County Commissioners.

**SECTION 4.** That the Clerk of Court is hereby directed to forward a copy of this resolution to the Honorable Governor Rick Scott, the Santa Rosa County Legislative Delegation, Ananth Prasad, FDOT Secretary of Transportation, Tommy Barfield, FDOT District Three Secretary.

**Adopted** on this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

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

\_\_\_\_\_  
**Jim Williamson, Chairman**

**ATTEST:**

\_\_\_\_\_  
**Mary M. Johnson  
Clerk of the Circuit Court**



## *Florida Department of Transportation*

RICK SCOTT  
GOVERNOR

1074 Highway 90  
Chipley, Florida 32428

ANANTH PRASAD, P.E.  
SECRETARY

February 23, 2012

The Honorable Jim Williamson, Chairman  
Santa Rosa County Board of County Commissioners  
6495 Caroline Street, Suite M  
Milton, Florida 32570

**RE: Pensacola Bay Bridge Replacement Study  
Financial Project Number 409334-1-22-02  
Federal Aid Project Number 4221-078-P**

Dear Chairman Williamson:

As you are aware, the replacement of the Pensacola Bay Bridge is a regionally significant project. The Florida Department of Transportation is working with local partners and other agencies in conducting a Project Development and Environmental (PD&E) Study for the replacement of the Pensacola Bay Bridge located in Escambia and Santa Rosa Counties. A major part of the PD&E process is to identify and begin planning for the funding of the future phases of the project (i.e., design, right-of-way acquisition, construction). Currently, the PD&E Study is approximately 30 percent complete, and is scheduled to be completed in June 2013.

We value your input as a transportation partner as we progress toward the completion of the PD&E Study. Public involvement is a vital part of all transportation endeavors. The Department is receptive to all viewpoints, which are taken into full consideration during the decision-making process.

Funding a \$543 million bridge replacement project is a challenging task considering the magnitude of the project, and the reduction in funding that the Department has experienced. Since 2006, the Florida Department of Transportation Work Program has experienced a decrease of \$11.7 billion due to reduction in revenues utilized for funding transportation projects. On average, District 3 receives approximately \$25 million per year for varied transportation projects, including capacity projects, for all sixteen (16) counties in the District.

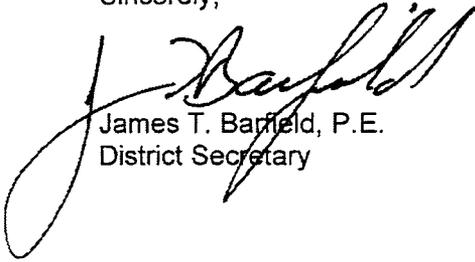
In order to cover the funding shortfall, a Toll Revenue Study is being conducted in conjunction with the PD&E Study to determine the revenue generation capability of the new bridge. We expect the results of the study by the spring of this year. Based on preliminary calculations, it is anticipated that the toll rate would be in the range of \$0.75 to \$1.00 each direction and that tolling would occur at the set amount for up to 15 years. Once the original toll amount is set, it would not be increased and it would be removed once the original shortfall and all bonding expenses are collected.

In concept, all lanes of the bridge would be tolled electronically by overhead gantry systems at the approaches to the bridge. For those without electronic passes, photos of the vehicles' license plates will be captured, as is currently done in other parts of the State of Florida, and processed electronically. Periodic statements would be mailed to the users for payment. This system allows for uninterrupted traffic flow and requires no additional rights-of-way.

It should be noted that there has been no final decision regarding tolling. However, in an effort to fund a project of this magnitude, the Department must evaluate all potential funding options to address the funding shortfall. Other options may include the use of local funds. The Department is willing to discuss opportunities for utilizing local funds as a mechanism to fund this project.

We certainly appreciate your interest in this regionally significant transportation project, and look forward to working with you and your staff as we further develop the project and make the necessary decisions for the required replacement of the existing bridge structure. Should you have questions or wish to further discuss, please do not hesitate to contact me.

Sincerely,



James T. Barfield, P.E.  
District Secretary

No support documentation for this agenda item.



IFAS Extension  
Northwest District Director

155 Research Road  
Quincy, FL 32351  
850-875-7137

February 20, 2011

Blake R. Thaxton  
555 N. Dean Road Unit D2  
Auburn, AL 36830  
Via e-mail: [thaxtbr@auburn.edu](mailto:thaxtbr@auburn.edu)

Dear Blake:

I am pleased to offer you the position of Santa Rosa Commercial Horticulture Agent I position #0001-4026 beginning March 16, 2012. The salary will be \$45,000.00 with a 40%/60% split in funding sources between Santa Rosa County \$18,000.00 (40%) and the University of Florida \$27,000.00 (60%). This offer is also contingent on a successful pre-employment screening which includes a review of criminal records, reference checks, and verification of education by the University of Florida. Please note your employment is contingent upon your passing the county's prescreening process and approval of the Santa Rosa County Board of County Commissioners.

As a Commercial Horticulture Agent I, you will work under me, the Northwest District Extension Director. As with all County Extension faculty, your plan of work, report of accomplishments, and annual performance reviews will be under the supervision of the Northwest District Extension Director.

Your appointment is subject to the constitution and laws of the State of Florida and the rules and regulations of the Board of Trustees of the University of Florida.

Special conditions of your employment:

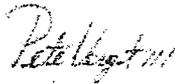
1. If you propose to engage in any outside activity or have a potential conflict of interest, you shall notify your supervisor in writing (using the proper University of Florida forms) prior to engaging in these activities. Such notification must be done annually (effective July 1 for future academic years) for as long as you continue to engage in such activity or have such conflict of interest.
2. There is also considerable travel with evening and weekend meetings, which may or may not be by personal vehicle.

Blake R. Thaxton  
February 20, 2012  
Page Two

We are impressed with your skills and believe you will find your new position to be challenging, interesting, and rewarding.

Please sign below and return original to me.

Sincerely,



Pete Vergot III, Ph.D.  
Professor & Northwest  
District Extension Director

PV/sj

cc: Melanie Edmondson  
Mike Donahoe

I, Blake R. Thaxton, do accept the position as described above and agree to the salary and all conditions set forth in this letter.

  
\_\_\_\_\_  
Signature

2/21/2012  
\_\_\_\_\_  
Date

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**AGREEMENT**

**SANTA ROSA COUNTY** ("County") and **KAREN HARRELL**, ("Contractor")

enter into this Agreement this \_\_\_\_ day of March, 2012.

A. This Agreement shall be for the period of April 1, 2012, through October 31, 2012, for Beaches to Woodlands Event Coordinator Services for the County as follows:

1. Contractor will be required to provide services in Santa Rosa County as set out in the Request for Proposals attached along with Contractor's Proposal as Exhibit A.

2. Payment shall be in the amount \$15,000 payable in monthly amounts of two thousand one hundred forty-three and 00/100 Dollars (\$2,143.00) per month at the end of each month, commencing on April 30, 2012. The final payment of \$2,142.00 shall not be paid until final completion of the project.

3. Either party may terminate this agreement without cause upon giving sixty (60) days written notice. Contractor will be paid for all work performed prior to termination.

4. 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**

By: \_\_\_\_\_  
Chairman

**ATTEST:**

\_\_\_\_\_  
Clerk or Deputy Clerk

**CONTRACTOR: KAREN HARRELL**

By: \_\_\_\_\_

**WITNESSES:**

\_\_\_\_\_  
\_\_\_\_\_

No support documentation for this agenda item.

**Hunter Walker**

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**From:** Commissioner Salter  
**Sent:** Friday, February 24, 2012 3:19 PM  
**To:** Hunter Walker  
**Subject:** FW: Bray-Hendricks Park, Jay, Fl

Hunter,  
I would like to have this on the next BOCC agenda. Thanks.

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**From:** Linda Carden [mailto:townclrk@bellsouth.net]  
**Sent:** Thursday, February 23, 2012 12:30 PM  
**To:** Commissioner Salter  
**Subject:** Bray-Hendricks Park, Jay, Fl

February 23,2012

Dear Commissioner Salter,

The Town of Jay wishes to request \$25,000.00 from the Santa Rosa County Commission to help update our tennis courts at Bray-Hendricks Park. The courts are being used by many local people, especially the young people. The courts are in bad need of repair since Hurricane Ivan. I am sending you two proposals we have received.

The Town of Jay appreciates and looks forward to our continued partnership with Santa Rosa County.

Sincerely,

Kurvin Qualls  
Mayor  
Town of Jay, Fl

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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.

2/24/2012



9

# Santa Rosa County Board of County Commissioners

**Sheila Harris, Special Projects/Grants Coordinator**

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

## MEMORANDUM

**TO:** Hunter Walker  
**DATE:** 02/29/2012  
**FROM:** Sheila Harris  
**RE:** FY 2011 Severe Repetitive Loss (SRL) Program Grant Award

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### Background

Following is an award letter and grant agreement from the Division of Emergency Management approving the elevation of five homes that were submitted for grant funding in October 2010. The homes will be elevated using a reputable, experienced elevation contractor in accordance with FEMA, state, and county requirements.

The match of 10% will be met by the homeowner. Details of the project budget are shown on the following page.

In addition to approval of the grant agreement, I would like to request that the board approve a contract with Donald R Ward & Associates, Inc. for project management and grant administration in the not to exceed amount of \$4,500 per property as approved in the grant budget. Please place these two items on the board agenda for discussion at the March 5, 2012 commission meeting.

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





**FEMA**

February 16, 2012

Mr. Bryan W. Koon, Director  
Florida Division of Emergency Management  
2555 Shumard Oak Boulevard  
Tallahassee, FL 32399-2100

Attention: Miles Anderson

Reference: Severe Repetitive Loss grant program (SRL) Project Approval:  
SRL-PJ-04-FL-2011-001 Volusia County  
SRL-PJ-04-FL-2011-002 Santa Rosa County

Dear Mr. Koon:

It is my pleasure to confirm that the following project subgrants have been approved through the Severe Repetitive Loss (SRL) grant program pursuant to the Congressional appropriation for Fiscal Year 2011. The Scopes of Work and Budgets submitted by the State for these SRL project subgrants are approved except as noted in the Conditions below. Please be advised that any proposed change in the engineering design (or list of participating properties) represents a SOW change and must be approved by our office prior to issuance of a contract or start of construction.

SRL Project # Project Title Mitigation Activity	Federal Share	Non-Federal Share	Total Project Cost
<b>SRL-PJ-04-FL-2011-001</b> Bowers 240 Chippewa Drive RFC Acquisition Volusia County 200.1 - Acquisition of Private Real Property	\$369,023.00	\$41,002.00	\$410,025.00
<b>SRL-PJ-04-FL-2011-002</b> Santa Rosa County SRL 2011 - 5 Elevations 202.2 - Elevation of Private Structures	\$901,192.50	\$100,132.50	\$1,001,325.00

This letter constitutes programmatic approval for use of FY 2011 SRL funds. Sandra McNease, Assistance Officer in our Thomasville Office, has issued the financial award and documentation in support of this approval through eGrants on February 15, 2012, and the State has accepted the award. The funds have been obligated to the appropriate PARS account.

The CATEX for this project has been issued in eGrants. After a review of the proposed project and its environment and provided that the conditions listed below are met, it was determined that no extraordinary circumstances, as defined in 44 CFR 10.8(d) (3), exist regarding this proposed project.

The following "conditions of approval" are placed on these projects:

**Environmental Conditions:**

1. The Applicant must follow all applicable state, local, and federal laws, regulations, and requirements, and obtain (before starting project work) and comply with all required

permits and approvals. If start of project work is delayed for a year or more after the date of the CATEX, then coordination with and project review by appropriate regulatory agencies must be redone.

2. Any change, addition, or supplement to the approved project SOWs that alters the projects (including other work not funded by FEMA, but done substantially at the same time) will require re-submission of the applications to FEMA for NEPA re-evaluation before starting project work.
3. Construction vehicles and equipment used for these projects shall be maintained in good working order to minimize pollutant emissions. The contractor will implement measures to prevent spillage or runoff of chemicals, fuels, oils, or sewer-related wastes during project work.
4. Any hazardous materials found onsite, such as asbestos or lead-based paint, will also be managed in accordance with all applicable state, local and federal laws and regulations.

#### Programmatic Conditions (Acquisition projects):

1. Land acquired for open space purposes will be restricted in perpetuity to open space uses and will be unavailable for the construction of flood damage reduction levees, transportation facilities, and other incompatible purposes.
2. Sub-applicant must record Deed Restrictions for each affected property utilizing the Model provided on the FEMA website. At close-out, the State will provide confirmation that such Deed Restriction was recorded for each property included in the final project.
3. Existing buildings will be removed within 90 days of settlement. The State will provide confirmation as to the date of demolition of each structure included in the final project, as well as confirmation from a site inspection that the property has been returned to "natural" or park/open space condition.

#### Programmatic Conditions (Elevation projects):

In concurrence with the Hazard Mitigation Assistance Unified Guidance, Section D.7.1 Special Flood Hazard Area Requirement (SFHA), the following documentation will be obtained and provided to our office either prior to issuance of a contract to the sub-grantee or as part of closeout documentation, as noted below:

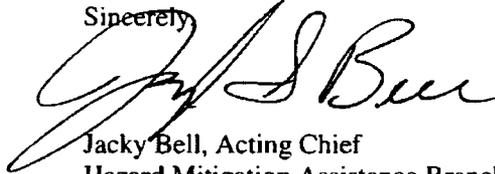
1. Signed Notices from each affected property owner in the SFHA that the Sub-grantee will record a Deed Notice applicable to their property, as described in item #3 below, and that they will maintain flood insurance, must be provided to our office prior to issuance of a contract to the sub-grantee. The Model "Notice of Conditions for Receiving FEMA Grant Funds for Projects in a Special Flood Hazard Area", referred to in section D.7.1 of the Guidance, is located at: [http://www.fema.gov/government/grant/sfha\\_conditions.shm](http://www.fema.gov/government/grant/sfha_conditions.shm)
2. Verification that each owner of project property located within a SFHA has obtained flood insurance on the structure(s) benefiting from this project within 60 days of completion of the project as affects their property.
3. Confirmation that the Sub-grantee has recorded a "Deed Notice" for each project property located within a SFHA, that: "This property has received Federal hazard mitigation assistance. Federal law requires that insurance coverage on this property must be maintained during the life of the property regardless of transfer of ownership of such property. Pursuant to 42 U.S.C. §5154a, failure to maintain flood insurance on this property may prohibit the owner from receiving Federal disaster assistance with respect to this property in the event of a flood disaster. The property owner is also required to maintain this property in accordance with the flood plain management criteria of Title 44 of the Code of Federal Regulations Part 60.3 and City/County Ordinance."

The terms and conditions of this award are provided in the Agreements Articles issued through eGrants by Ms. McNease. Please review the articles thoroughly and abide by all provisions.

Quarterly progress reports for SRL are required in accordance with 44 CFR 13.40. Please include this project in future reporting. The Period of Performance (POP) for this subgrant is three years, February 15, 2012, through March 31, 2015. The POP for these sub-grants should be documented on all correspondence submitted to this office concerning these sub-grants in addition to the quarterly report.

Thank you for submitting an application to the FY 2010 SRL grant program. If you have any questions, please contact Gabriela Vigo of my staff at (229) 225-4546.

Sincerely,

A handwritten signature in black ink, appearing to read "Jacky Bell". The signature is fluid and cursive, with a large initial "J" and "B".

Jacky Bell, Acting Chief  
Hazard Mitigation Assistance Branch  
FEMA Region IV

Agreement for Personal Services

§  
§  
§

CONSULTING SERVICES FOR GRANT IMPLEMENTATION

This agreement is by and between SANTA ROSA COUNTY, FLORIDA, a municipal corporation, (COUNTY), and Donald R. Ward & Associates, Inc., (CONTRACTOR).

WHEREAS SANTA ROSA COUNTY, FLORIDA applied for a grant to elevate five flood prone homes; and

WHEREAS The State of Florida has awarded a grant under the FEMA Severe Repetitive Loss Program (SRL) for the elevation of five flood prone homes; and

WHEREAS CONTRACTOR is in the business of providing grant management and implementation services for awarded FEMA grants; and

WHEREAS COUNTY desires to contract with CONTRACTOR to provide such services,

NOW, THEREFORE, COUNTY and CONTRACTOR mutually agree as follows:

Scope of Services

Basic Project Management Services

TASK 1 – Support Contract Activities for Elevation Contractor

The Contractor will review the proposed elevation contracts and assist the homeowners in selecting contractor(s) and in contracting for the elevation services. The Contractor will assist the County in ensuring that the elevation contract specifications meet the FEMA grant requirements.

TASK 2 - Review and Oversight of Elevation Contractor

The Contractor will review work schedules and specifications to ensure that the elevation is completed in a timely manner and in compliance with the terms of the Grant. If problems are encountered, the Contractor will seek resolution from the County and the State.

Grant Administration Services

Contractor will provide grant administration as required. Support to include:

Brief various County officials on the grant process.

Prepare periodic reports to the State of Florida and FEMA.

Prepare requests for payment from the County to the property owners.

Prepare reconciliation with State on all grant funds.

Prepare request for reimbursement from the County to the State.

Prepare reports and forms required for grant closeout.

**Total cost for Project Management Services: 5 parcels @\$2,500 each = \$12,500.00**

Grant management/administration services will be provided as required at an hourly rate of **\$140.00** per hour (**Not to exceed \$10,000**).

**General Contract Provisions**

- The County will provide space and necessary equipment for on-site work in connection with the acquisition and relocation services.
- Consultant will invoice the County for services as costs are incurred. Payments will be made to Donald R. Ward & Associates, Inc. at 5807 Charlton Way, Naples, FL 34119.
- This contract is terminable at the will of either party.

PASSED AND APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

CONSULTANT

SANTA ROSA COUNTY, FLORIDA

\_\_\_\_\_  
Donald R. Ward, President

\_\_\_\_\_

No support documentation for this agenda item.

RESOLUTION

WHEREAS, Evelyn Holland, Melody Jackson and Richard Jackson presented their Petition to discontinue, vacate and close that certain roadway described as follows, to-wit:

A road right of way apparently thirty (30) feet in width, and extending from East to West, bordered on the North by Lot 35 and Lot 36, and on the South by Lot 33 and Lot 32 as shown on the Plat of the Ollinger Tract Subdivision as recorded in Plat Book "A" at Page 113 of the Public Records of Santa Rosa County, Florida.

← SHOULD BE BLOCKS NOT LOTS

NOTE: Since the Plat does not show the width of the right of way, it was arrived at by scale measurements of existing plat of the Ollinger Tract Subdivision.

WHEREAS, the Board of County Commissioners did, in open meeting at a prior date determine to have a public hearing this the 13th day of January, 1983, for the purpose of considering the advisability of vacating, abandoning, discontinuing and closing said road right of way, and

WHEREAS, the Board of County Commissioners has on this the 13th day of January, 1983, conducted said public hearing in conformity to the said publication of their intent, and

WHEREAS, no one appeared before the Board to voice an objection to the closing and vacating of the said right of way, and the Board being fully advised in the premises and it being determined that the public interest will be best served and protected by vacating and abandoning said alley,

BE IT THEREFORE RESOLVED by the Board of County Commissioners of Santa Rosa County, Florida, that the said road right of way as heretofore herein set out and described be closed and vacated and any and all interest therein to the public shall revert to and be vested in the proper owner thereof.

APPROVED AND ADOPTED by unanimous vote of the Board of County Commissioners in regular session assembled on the 13th day of January, 1983.



Gerard F. Banna  
Clerk

BOARD OF COUNTY COMMISSIONERS  
OF SANTA ROSA COUNTY, FLORIDA

William C. ...  
Billy M. Lee  
Howard ...  
James ...

*Richard Jackson*

No support documentation for this agenda item.

14

## Hunter Walker

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**From:** Commissioner Jim Melvin  
**Sent:** Wednesday, February 29, 2012 9:47 AM  
**To:** Hunter Walker  
**Subject:** Zoning Board

Hunter,  
Please add my appointment to the Zoning Board to next weeks agenda. My appointment is Les Nichols.  
His contact information is as follows:

Les Nichols

2195 Mansefield Ct.

Navarre, Fl 32566

850-936-6883

Thanks,  
Jim  
Commissioner Jim Melvin  
6495 Caroline street  
Milton fl. 32570

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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.

APPLICATION FOR PERMIT TO CONDUCT FIREWORKS EXHIBITION

James D. Carnley  
Name  
8145 Whiting Field Cir  
Address  
Milton, FL 32570

03-01-12  
Date

TO: BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY

Application is hereby made for a Permit to conduct a fireworks exhibition for  
James D. Carnley 8145 Whiting Field Cir  
(Name and Address)  
on 04-13-12 at 8:00 pm.  
(Date) (Time)

This display will be conducted at 8145 Whiting Field Cir.  
(Location address)

where it will not be hazardous to either persons or property.

This application, with attachments, must be submitted to the Board of County Commissioners at least 15 days prior to the date of the fireworks display. Any permit granted subsequent to this application is non-transferable.

Attached hereto and made a part of this application pursuant to Florida Statutes 791.02 and 791.03 is the following:

1. Certificate of Insurance or cost of bond in the sum of not less than \$500.00 conditioned for payment of all damages which may be caused either to a person or to property by reason of the permittee's display and arising from any acts of permittee, his agents, employees or subcontractors.
2. Certification from the applicant that the Santa Rosa County Sheriff's Department was furnished notice of the display by U.S. Mail.
3. Certification from the applicant that Fire Department Chief was furnished notice of the display by U.S. Mail.

DATED this 1st day of March, 2012.

James D. Carnley  
Applicant

APPROVED by the Board of County Commissioners of Santa Rosa County, Florida, in regular session on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chairman



Danny Carnley <carnleydc@gmail.com>

---

## Fireworks Exhibition

1 message

---

Danny Carnley <carnleydc@gmail.com>

Wed, Feb 29, 2012 at 9:15 PM

To: tdiamond@skylinefirerescue.com

Cc: carnleydc@gmail.com

Dear Skyline Fire Chief Tim Diamond,

My name is James Carnley, and I am applying for a permit through the Santa Rosa County Board of County Commissioners to conduct a fireworks exhibition. The event will be held on April 13, 2012 at about 8:00 pm. The event location will be 8145 Whiting Field Circle. This exhibition will be in celebration of my wife's 50th birthday. The fireworks used will be the type that can be purchased through the fireworks stores at Wilcox Road in Alabama.

In addition, and for extra safety precautions, I will have in charge of the fireworks an individual that helps with the 4th of July celebration on Pensacola Beach.

This email will serve as the notification required by the Board of County Commissioners to the local Fire Chief. Thank you for your consideration of this event, and thank you for the service you and your team provide to our community fire district.

Sincerely,

James D. Carnley

---



Danny Carnley <carnleydc@gmail.com>

---

## Fireworks Exhibition

1 message

---

Danny Carnley <carnleydc@gmail.com>

Wed, Feb 29, 2012 at 9:23 PM

To: dispatch@srso.net

Cc: carnleydc@gmail.com

Dear Santa Rosa County Sheriff's Department,

My name is James Carnley, and I am applying for a permit through the Santa Rosa County Board of County Commissioners to conduct a fireworks exhibition. The event will be held on April 13, 2012 at about 8:00 pm. The event location will be 8145 Whiting Field Circle. This exhibition will be in celebration of my wife's 50th birthday. The fireworks used will be the type that can be purchased through the fireworks stores at Wilcox Road in Alabama.

In addition, and for extra safety precautions, I will have in charge of the fireworks an individual that helps with the 4th of July celebration on Pensacola Beach.

This letter simply serves as notification that is required by the Santa Rosa County Board of County Commissioners in order to acquire the permit.

Thank you,

James D. Carnley

---

**NOTICE OF INTENT TO CONSIDER AN ORDINANCE**

The reading and adoption of the following proposed Ordinance by the Board of County Commissioners of Santa Rosa County, is scheduled for 9:30 a.m., March 8, 2012, in the Commissioners meeting room at the County Administrative Complex, located at 6495 Caroline Street, Milton, Florida.

**AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, AMENDING ORDINANCE 2006-37; PROVIDING FOR DEFINITION AND ESTABLISHMENT OF BASIC WIND SPEED AND WIND-BORNE DEBRIS REGIONS; PROVIDING FOR CODIFICATION; AND, PROVIDING FOR AN EFFECTIVE DATE.**

The Ordinances may be inspected by the public prior to the above scheduled meeting at the Office of the Clerk of Courts, BOCC Support Services Department, 6495 Caroline Street, Milton, Florida. All interested parties should take notice that if they decide to appeal any decision made by the 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 the proceeding they are appealing exists and for such purpose they will need to insure that a verbatim record of the proceeding 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 these proposed ordinances. 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 Kathy Jordan at (850) 983-1855 or at 6495 Caroline Street, Milton at least one (1) week prior to the date of the public hearing.

- 1 issue –Press Gazette – February 22, 2012
- 1 issue – Gulf Breeze News – February 23, 2012
- 1 issue – Navarre Press – February 23, 2012

Bill and proof of publication to:  
Santa Rosa County Administrator’s Office  
6495 Caroline Street, Suite D  
Milton, Florida 32570

Attn: Kathy Jordan, Office Manager

Legal Line Ad

**SANTA ROSA COUNTY PUBLIC  
HEARING NOTICE  
SUBMISSION OF APPLICATION FOR  
FUNDING TO IMPROVE A PARK  
FACILITY**

Santa Rosa County will hold a public hearing on Thursday, March 8, 2012 at 9:30 a.m. at the Santa Rosa County Administrative Complex, Commissioners Meeting Room, located at 6495 Caroline Street, Milton, FL 32570.

The purpose of the public hearing is to consider a recommendation to submit a grant application for Recreational Trails Program funds for development of a recreational trail and support facilities at the Bagdad Mill Site Park located at 6953 Main St., Bagdad, Florida and to solicit public input and comments regarding the submission of the grant application.

Any questions regarding the public hearing should be directed to Sheila Harris, Grants Coordinator at 983-1848. Santa Rosa County adheres to the American with Disabilities Act and will make reasonable modification to access for services, programs and activities.

1 issue – Press Gazette – 2/22/12

**LEGAL LINE AD**

Send bill and proof of publication to  
Santa Rosa County Administrator's Office  
6495 Caroline Street, Ste. D  
Milton, Florida 32570

Attention: Kathy Jordan

**SANTA ROSA COUNTY PUBLIC  
HEARING NOTICE  
SUBMISSION OF APPLICATION FOR  
FUNDING TO IMPROVE A PARK  
FACILITY**

Santa Rosa County will hold a public hearing on Thursday, March 8, 2012 at 9:30 a.m. at the Santa Rosa County Administrative Complex, Commissioners Meeting Room, located at 6495 Caroline Street, Milton, FL 32570.

The purpose of the public hearing is to consider a recommendation to submit a grant application for Land and Water Conservation funds to make improvements to the Bagdad Mill Site Park located at 6953 Main St., Bagdad, Florida and to solicit public input and comments regarding the submission of the grant application.

Any questions regarding the public hearing should be directed to Sheila Harris, Grants Coordinator at 983-1848. Santa Rosa County adheres to the American with Disabilities Act and will make reasonable modification to access for services, programs and activities.

1 issue – Press Gazette – February 22, 2012

**LEGAL LINE AD**

Send bill and proof of publication to  
Santa Rosa County Administrator's Office  
6495 Caroline Street, Ste. D  
Milton, Florida 32570

Attention: Kathy Jordan

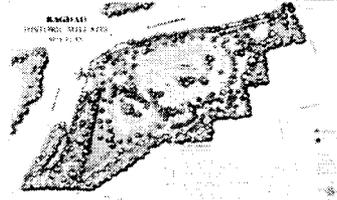


## 2011/2012 Land and Water Conservation Fund (LWCF) Grant Application

Sheila Harris  
Special Projects/Grants

## Bagdad Mill Site

Location: 6953 Main St., Bagdad, Florida



## Bagdad Mill Site - Existing Facilities

- Split-rail retaining wall fence for safety
- 81 Newly planted, native trees
- Chain-link perimeter fence
- Site has been cleared of buildings and debris, only a small amount of asphalt remains

## Site Pictures



## Bagdad Mill Site Proposed Improvements

- Site preparation, erosion control, utility installation
- Parking lot construction (with sidewalk and handicap ramp)
- Adding a multi-use trail around the perimeter of the park
- Construction of Tee Fishing Pier (ADA accessible)
- Grassing, Landscaping & Irrigation
- Picnic Facilities (Picnic Tables & Grills)
- Benches, Bike Racks, Trash receptacles

## Bagdad Mill Site – Project Costs

■ Trail Construction	\$160,000
■ Parking Lot Construction	\$135,000
■ Picnic Facilities	\$ 6,000
■ Landscaping/Irrigation of Commons	\$ 47,000
■ Fishing Pier	\$ 45,000
■ Support amenities (benches, etc)	\$ 7,000

**TOTAL PROJECT ESTIMATE \$ 400,000**

\*\*Cost of site prep, utility installation, etc included within trail construction.

## Project Funding

TOTAL PROJECT EST	\$ 400,000
■ LWCF Funds Requested	\$ 200,000
■ Local Match	\$ 200,000
■ TDC Trail Construction Collection	\$ 160,000
■ Cash From Dist II Rec Funds	\$ 40,000

\*100% Match is Required

## Public Input

- Parks Advisory Committee Meeting
  - Wednesday, February 22 – 5:30 pm
- Bagdad Waterfronts Partnership
  - Monday, February 27 – 6:00 pm
- Board of Commissioners Meeting
  - Thursday, March 8 – 9:30 am

## Grant Information

- LWCF program was funded during 2010/2011 cycle
- Available program funds for 2011/2012 have not been determined and are contingent upon annual congressional appropriation.
- Projects will be scored and ranked in May 2012
- Congress will consider priority list and recommend funding levels no later than summer 2012
- Grant awards (if funded) will be made on or before September 2012
- If funds are awarded, target construction start date is October 2012

## Public Input Session

For additional comments contact  
Sheila Harris at:  
983-1848 or [sheilah@santarosa.fl.gov](mailto:sheilah@santarosa.fl.gov)

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



Preliminary  
Engineers Report  
March 5, 2012

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 March 8, 2012 at 9:00 a.m. in Milton, Florida.

1. Discussion of seasonal concessions on Navarre Beach. (Attachment A)

**BID OPENING**  
**February 29, 2012**  
**Milton, Florida**

Present: Procurement Officer; Budget Analyst II; and Tony & Kimberly Carraway representing Carraway Enterprise. The meeting took place at 10:00 a.m.

The purpose of the meeting was to open request for proposals for Seasonal Concessions. Proposals were received from the following:

**RFP - Seasonal Concessions:**

- |   |          |
|---|----------|
| 1. Philadelphia Steak King                | Proposal |
| 2. Sharits Concessions, LLC               | Proposal |
| 3. Snow Biz                               | Proposal |
| 4. Rosey's Kettle Corn                    | Proposal |
| 5. Balls of Fun                           | Proposal |
| 6. Boardwalk Concessions of Navarre Beach | Proposal |
| 7. Mama's Goodies & Grub                  | Proposal |
| 8. Tommy's Snoballs                       | Proposal |
| 9. Carraway Enterprise                    | Proposal |

**AGENDA**

**Santa Rosa County  
Public Services Committee  
Meeting March 5, 2012, 9:00 A.M.**

**NO ITEMS**

AGENDA  
PUBLIC WORKS COMMITTEE

March 5, 2012

Chairman: Commissioner Lynchard

Vice Chairman: Commissioner Melvin

1. Discussion of pre-qualifying the following debris removal contractors for solicitation of bids after declared disasters:

Byrd Brothers Emergency Services, LLC

Crowder Disaster Recovery

Holliday Construction, LLC

Bergeron Emergency Services

TAG Grinding Services, Inc.

CERES Environmental

OMNI Pinnacle, LLC

J.B. Coxwell Contracting, Inc.

D&J Enterprises, Inc.

Unified Recover Group, LLC

Crowder Gulf

Phillips and Jordan, Inc.

DRC Emergency Services, LLC

AshBritt Environmental

**BID OPENING**  
**February 14, 2012**  
**Milton, Florida**

Present: Procurement Officer; Budget Analyst II; and Tom Collins representing Santa Rosa County Public Works. The meeting took place at 10:00 a.m.

The purpose of the meeting was to open bids for Aluminum Culverts, Sale of Property-Chelsea Title Building, Mosquito Fog Truck; and request for qualifications for Storm Debris Removal Services. Bids and qualifications were received from the following:

**Aluminum Culverts:**

- |  |                  |
|--|------------------|
| 1. Gulf Atlantic Culvert Co, Inc.      | Detailed Pricing |
| 2. Contech Construction Products, Inc. | Detailed Pricing |

**Sale of Property - Chelsea Title Building:**

- |                                  |             |
|----------------------------------|-------------|
| 1. Cassida Construction Co., LLC | \$31,500.00 |
| 2. Michael Rinaldi, D.O., FAOCO  | \$25,000.00 |

**Mosquito Fog Truck:**

No Response

**RFQ-Storm Debris Removal Services:**

- |  |                       |
|--|-----------------------|
| 1. EUTAW Construction Company, Inc.                | Qualifications        |
| ✓2. Byrd Brothers Emergency Services, LLC          | Qualifications        |
| ✓3. Crowder Disaster Recovery                      | Qualifications        |
| ✓4. Holliday Construction, LLC                     | Qualifications        |
| ✓5. Bergeron Emergency Services                    | Qualifications        |
| ✓6. TAG Grinding Services, In.                     | Qualifications        |
| ✓7. CERES Environmental                            | Qualifications        |
| ✓8. OMNI Pinnacle, LLC                             | Qualifications        |
| 9. Roads, Inc. of NWF                              | Qualifications        |
| ✓10. J.B. Coxwell Contracting, Inc.                | Qualifications        |
| ✓11. D&J Enterprises, Inc.                         | Qualifications        |
| ✓12. Unified Recover Group, LLC                    | Qualifications        |
| 13. Pensacola Environmental Services, Inc.         | Qualifications        |
| 14. Panhandle Grading & Paving, Inc.               | Qualifications        |
| 15. Milligan Ford Unlimited, Inc.                  | Qualifications        |
| 16. Sweat, LLC                                     | Qualifications        |
| ✓17. Crowder Gulf                                  | Qualifications        |
| 18. Cason Environmental & Demolition Services, LLC | Qualifications        |
| ✓19. Phillips and Jordan, Inc.                     | Qualifications        |
| ✓20. DRC Emergency Services, LLC                   | Qualifications        |
| ✓21. AshBritt Environmental                        | <u>Qualifications</u> |

# **BUDGET & FINANCIAL MANAGEMENT COMMITTEE**

Chairman: Commissioner Melvin  
Vice Chairman: Commissioner Williamson

March 5, 2012

**Bid Actions:** None.

## **Budget:**

- 1) **Budget Amendment 2012 – 082** in the amount of **\$7,700**. Funds purchase of new sod for Navarre Soccer Complex from Dist. 4 Project Fund Reserves.
- 2) **Budget Amendment 2012 – 083** in the amount of **\$1,351,670**. Funds 8' paved shoulders from Gondolier Blvd. to the Navarre Beach Causeway on U.S. 98 using Area 3 Impact Fee Reserves in the Impact Fee Fund.
- 3) **Budget Amendment 2012 – 084** in the amount of **\$300,000**. Carries forward Navarre Bridge funds for the Navarre Beach Bridges rehabilitation in the Road & Bridge Fund.
- 4) **Budget Amendment 2012 – 085** in the amount of **\$ 45,000**. Carries forward funds for sponsorship of Boo Weekley Golf Event (\$20,000), and match for Marine Sanctuary support (\$25,000) from Tourist Development Tax Fund.
- 5) **Budget Amendment 2012 – 086** in the amount of **\$8,352**. Recognizes reimbursement of administration expense for the HUD HOME Program and allocates to housing cost center.

## **County Expenditure/Check Register:**

- 6) Recommend approval of County Expenditures / Check Register

1

# 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: February 27, 2012

FROM: **Dist. 4 Capital Fund**  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 314:	2324 – 599001	Dist. 4 Reserve for Contingency	(\$ 7,700)
	2324 – 5910001	Transfer to General Fund	\$ 7,700
Fund 001:	001 – 3810003	From Dist. 4 Recreation Projects	\$ 7,700
	2600 – 546001	Repair & Maintenance	\$ 7,700

**State reason for this request:**

Funds purchase of new sod for Navarre Soccer Complex from Dist. 4 Project Fund Reserves.

**Requested by: Tammy Simmons/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2012-082**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

\_\_\_\_\_  
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 5, 2012

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of March, 2012.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK OF THE COURTS

2012-082

**Diane Ebentheuer**

---

**From:** Tammy Simmons  
**Sent:** Tuesday, February 28, 2012 9:15 AM  
**To:** Joel Haniford  
**Cc:** Diane Ebentheuer  
**Subject:** FW: NYSA Soccer Park Request

Need a budget amendment from District 4 Recreation Funds to fund purchase of new sod for newly cleared area 62,000 square feet. at the Navarre Soccer Complex in the amount of \$7,700.

**From:** Rebecca Welch  
**Sent:** Wednesday, February 22, 2012 11:06 AM  
**To:** Tammy Simmons  
**Subject:** FW: NYSA Soccer Park Request

**From:** Commissioner Jim Melvin *Just 4*  
**Sent:** Wednesday, February 22, 2012 11:05 AM  
**To:** Rebecca Welch  
**Subject:** RE: NYSA Soccer Park Request

Sounds good to me!

**From:** Rebecca Welch  
**Sent:** Wednesday, February 22, 2012 9:25 AM  
**To:** Commissioner Jim Melvin  
**Subject:** FW: NYSA Soccer Park Request

**From:** Tammy Simmons  
**Sent:** Wednesday, February 22, 2012 8:56 AM  
**To:** Rebecca Welch  
**Subject:** Fwd: NYSA Soccer Park Request

Please forward to Commissioner Melvin.

Sent from my iPhone

Begin forwarded message:

**From:** "Nicely, Darrin P (US SSA)" <darrin.p.nicely@baesystems.com>  
**Date:** February 21, 2012 8:36:58 PM CST  
**To:** Tammy Simmons <TammyS@santarosa.fl.gov>, Rebecca Welch <rebeccaw@santarosa.fl.gov>  
**Subject:** NYSA Soccer Park Request

Tammy  
The NYSA has been improving the soccer complex to expand for the amount of kids we have playing in our park. For this spring 2012 season we have over 600 kids playing soccer in the park.

To facilitate the expansion we cleared out 52,000 square feet of land, installed a sprinkler system, and built a kick wall. We underestimate the total cost for this project having spent over \$12,000 to date. The NYSA would like to make a request for the county to provide the 52,000 square feet of grass required to complete the project. We have priced the grass out with Navarre Turf and the cost would be \$7,700.

The desire is to get the grass in as soon as possible so that it can be used for this spring.

Thank you for your consideration and give me a call if you have any questions.

Darrin Nicely  
NYSA VP  
850-529-4108

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.

2

# 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: February 27, 2012

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:	2104 – 5990026	Impact Area 3 Reserves	(\$ 1,351,670)
To:	2104 – 534001	Other Contractual Services	\$ 1,351,670

**State reason for this request:**

Funds 8' paved shoulders from Gondolier Blvd. to the Navarre Beach Causeway on U.S. 98 using Area 3 Impact Fee Reserves in the Impact Fee Fund.

**Requested by: Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2012-083**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

\_\_\_\_\_  
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 5, 2012

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of **March, 2012.**

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK OF THE COURTS

Joel Haniford

2012-083

From: Shirley Powell  
Sent: Monday, February 27, 2012 1:00 PM  
To: Joel Haniford  
Cc: Roger Blaylock  
Subject: FDOT Local Funding Agreement - Paved Shoulders on U.S. 98

Joel,

The Board, at their last meeting, approved the referenced item. Would you please prepare the appropriate Budget Amendment(s) with funding coming out of Area 3 Impact Fees? The construction will occur in two phases and the funding breakdown follows:

- 1) Project # 421644-1-52-03 - \$792,971.00 (Gondolier Boulevard to Gulf Breeze Zoo); and
- 2) Project # 421644-2-52-03 - \$558,699.00 (Gulf Breeze Zoo to the Navarre Beach Causeway).

Please do not hesitate to call if you have any questions. Thanks!!

Shirley J. Powell  
Santa Rosa County Engineering  
6051 Old Bagdad Highway, Suite 300  
Milton, FL 32583  
(850) 981-7100 Voice  
(850) 983-2161 Fax

From: 2104-5990026 <1,351,670>  
TO: 2104-534001 1,351,670

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3

# 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: February 27, 2012

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	\$ 300,000
To:	2103 – 534001	Other Contractual Services	\$ 300,000

**State reason for this request:**

Carries forward Navarre Bridge funds for the Navarre Beach Bridges rehabilitation in the Road & Bridge Fund.

**Requested by: Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2012-084**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

\_\_\_\_\_  
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 5, 2012

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

***PASSED AND ADOPTED*** by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of **March, 2012**.

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK OF THE COURTS

Joel Haniford

2012-084

From: Shirley Powell  
Sent: Monday, February 27, 2012 1:09 PM  
To: Joel Haniford  
Cc: Roger Blaylock  
Subject: Navarre Beach Bridges Rehabilitation

Joel,

Task Agreements 1 & 2 with Volkert, Inc. for the Navarre Beach Bridges rehabilitation were approved at the last Board meeting. Both of the agreements were \$150,000.00 each. Would you prepare the necessary Budget Amendment from the funds being held for the bridge rehabilitation?

Please do not hesitate to call if you have any questions. Thanks!

*Shirley J. Powell*  
*Santa Rosa County Engineering*  
*6051 Old Bagdad Highway, Suite 300*  
*Milton, FL 32583*  
*(850) 981-7100 Voice*  
*(850) 983-2161 Fax*

From: 101-399000 / \$ 300,000  
To: 2103-53400 / \$ 300,000

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: February 27, 2012

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 107:	107 – 3990001	Cash Carried Forward	\$ 45,000
	4010 – 582001	Aid to Private Agencies	\$ 20,000
	4010 – 5910001	Transfer to General Fund	\$ 25,000
Fund 001:	001 – 3810012	From Tourist Development Tax Fund	\$ 25,000
	0662 – 534001	Other Contracts	\$ 25,000

**State reason for this request:**

Carries forward funds for sponsorship of Boo Weekley Golf Event (\$20,000), and match for Marine Sanctuary support (\$25,000) from Tourist Development Tax Fund.

**Requested by: Joel Haniford/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2012-085**

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

\_\_\_\_\_  
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 5, 2012

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of March, 2012.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK OF THE COURTS

Joel Haniford

2012-085

From: Hunter Walker  
Sent: Monday, February 27, 2012 9:04 AM  
To: Joel Haniford  
Subject: FW: TDC items for agenda

From: Kate Wilkes [mailto:kwilkes27@gmail.com]  
Sent: Wednesday, February 22, 2012 1:22 PM  
To: Hunter Walker  
Subject: TDC items for agenda

235 10M

At the February 15, 2012 TDC meeting the following recommendations were made. Please include on Agenda for the BOCC meeting when you can:

TDC sponsorship for the Boo Weekley Golf Event at Hidden Creek in July in the amount of \$20,000. This event will bring many people and much publicity to our area. ~~XXXXXX~~

TDC match the County for Marine Sanctuary support for the additional \$25,000 from SE reserves.

Approval of contract with Karen Harrell for 2012 Beaches to Woodlands Tour - no changes from last years contract.

Thank you, Kate

--  
Kate Wilkes  
Executive Director  
Santa Rosa County Tourist Development  
8543 Navarre Parkway  
Navarre, FL 32566  
850-939-8666  
[kwilkes27@gmail.com](mailto:kwilkes27@gmail.com)  
[www.floridabeachestorivers.com](http://www.floridabeachestorivers.com)

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

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.

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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: February 29, 2012

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
Fund 104:	104 – 3413004	Admin Fee – Escambia County	\$ 8,352
	9104 – 5910001	To General Fund	\$ 8,352
Fund 001:	001 – 3810043	From Grants Fund	\$ 8,352
	3301 – 51210	Regular Salaries	\$ 6,000
	3301 – 52310	H&A Insurance	\$ 200
	3301 – 531001	Professional Services	\$ 2,000
	3301 – 551001	Office Supplies	\$ 152

**State reason for this request:**

Recognizes reimbursement of administration expense for the HUD HOME Program and allocates to housing cost center.

**Requested by: Janice Boone/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-086

Budget Updated: \_\_\_\_\_ Allowed: \_\_\_\_\_ Forwarded: \_\_\_\_\_ Returned: \_\_\_\_\_

Comment: \_\_\_\_\_

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: March 5, 2012

Approved: \_\_\_\_\_ Hold: \_\_\_\_\_ Withdrawn: \_\_\_\_\_ Comment: \_\_\_\_\_

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of March, 2012.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK OF THE COURTS

2012-086

Budget Amendment Request:

2/29/2012

FUND	104 Grants		
DEPT	0787 HUD HOME Program		
Revenue Account:		<b>3413004</b>	
	Funds Received 2/13/2012		8,352.00
	<b>Total</b>		<b><u>8,352.00</u></b>
TO:	General Fund		
	3301-51210	Regular Salaries	\$ 6,000.00
	3301-52110	FICA	\$ -
	3301-52310	H&A Insurance	\$ 200.00
	3301-5490011	Advertising	\$ -
	3301-551001	Office Supplies	\$ 152.00
	3301-531001	Professional Services	\$ 2,000.00
	3301-52210	Retirement	
		<b>Total</b>	<b><u>\$ 8,352.00</u></b>

Escambia Consortium  
Reimbursement of administration expense for the HUD HOME Program.  
Request allocation to housing cost center.

Requested by:

Janice Boone  
Housing Program Mgr.

No support documentation for this agenda item.