

December 10, 2012

ECONOMIC DEVELOPMENT COMMITTEE

1. Update on the Industry Recruitment, Retention and Expansion Fund (RREF) grant program by Brice Harris, Associate Director of the UWF Office of Economic Development and Engagement.
2. Discussion of request from Ropella and Associates, Inc. regarding temporary removal of mortgage for property located at 8100 Opportunity Drive.

No support documentation for this agenda item.

November 28, 2012

To: Santa Rosa County Florida Board of County Commissioners

From: Patrick B. Ropella

Re: Temporary removal of mortgage on property at 8100 Opportunity Drive, Milton, FL 32583, in exchange for temporary payment of the \$22,500.00.

Santa Rosa County Board of County Commissioners,

I Patrick B. Ropella would like to ask the BOCC to approve my request as described below during the next December 2012 BOCC meeting.

I am requesting the county's mortgage for \$22,500, which is currently attached to the property located at 8100 Opportunity Drive, Milton, FL 32583 (Parcel ID # 312N270000001250000) be removed in exchange for a temporary payment via cashier's check for \$22,500.00. With the understanding that once the bank financing is complete (within 120 days from today) the \$22,500.00 mortgage will be re-attached to the property located at 8100 Opportunity Drive, Milton, FL 32583 and the \$22,500.00 money is returned to Ropella.

This will allow Ropella to get the bank financing done and then still get the credit for creating the jobs needed for the county to waive the mortgage completely.

Thank you,



Patrick B. Ropella, Pres.
Ropella & Associates, Inc.

December 10, 2012

ADMINISTRATIVE COMMITTEE

1. Discussion of 2012-2013 Board of Commissioners Committee assignments.
2. Discussion of bids received on Equestrian Center project located in East Milton Park.
3. Discussion of Navarre Beach Sea Turtle Conservation Center.
4. Discussion of proposals for use and management of the Navarre Community Center.
5. Discussion of request from Peter Prince Aviation Center, LLC formerly Milton Aviation Partners.
6. Discussion of Agreement for lease of fairgrounds with the Santa Rosa County Fair Association, Inc.
7. Discussion of contract with Greystone Consulting Services, LLC for military affairs consulting services associated with Florida Defense Reinvestment Grant.
8. Discussion of contract with KIJobs/Kontakt Intelligence for executive search services for economic development professional.
9. Discussion of authorizing submission of application for Florida Defense Support Task Force Project grant for installation of perimeter fencing at NAS Whiting Field.
10. Discussion of Enterprise Florida, Inc. 2013 Defense Infrastructure Grant Agreement in the amount of \$200,000 for Joint Land Use Planning/Acquisition project for property proximate to NAS Whiting Field.
11. Discussion of Florida Department of Environmental Protection 2013 Recreational Trails Program grant for Bagdad Mill Site project.
12. Discussion of Modification to Subgrant Agreement with Florida Division of Emergency Management for elevation of five (5) homes on severe repetitive loss list.

13. Discussion of proposal from Pegasus Engineering, LLC in the amount of \$23,840 for design/engineering services for proposed Settlers Colony HMGP draining improvement project.
14. Discussion of Promotional Fund Grant Agreement in the amount of \$491,000 for connections based marketing program developed by Tourist Development Council.
15. Discussion of Resolution designating certain roadways upon which golf carts may be operated pursuant to Ordinance 2009-27 and State statutes.
16. Discussion of replacing remainder of the legacy telephone PBX exchanges with Cisco Voice-Over-IP system at cost of \$91,366 under State of Florida SUNCOM contract.
17. Discussion of scope of services and fee schedule with Leathers and Associates for renovation/upgrade of the Benny Russell Park playground area.
18. Discussion of settlement agreement in the amount of \$40,000 for Hendrix v. Santa Rosa County litigation.
19. Discussion of rescheduling the Monday January 21, 2013 Committee of the Whole meeting to Tuesday January 22, 2013 in observance of the Martin Luther King holiday.
20. Discussion of annual renewal of Permit for Operation of Advanced Life Support (ALS) non-transport emergency response services to Midway Fire District.
21. Discussion of Flag Day 5K Fun Run/Walk on Saturday June 15, 2013 sponsored by the Columbiettes and Knights of Columbus of St. Sylvester Catholic Church.
22. Discussion of designating Human Resources Director as the County voting representative at the Florida Association of Counties Trust annual meeting scheduled for December 14, 2013.
23. Discussion of declaring assorted computer equipment at the Health Department as surplus property and designate for disposal.
24. Discussion of appointment of C.W. (Blackie) Black as the District Three member of the Building Code Board of Adjustments.

25. Discussion of the 2013 Legislative issues.
26. Hearing items scheduled for 9:30 a.m. Thursday, December 13, 2012:

Vacation of one foot non-access easement along LeGrand Court northerly for a distance of 435.6 ft along the westerly side of LeGrande Court which is a portion of Willard Norris Court as requested by Raymond and Kimberly Kutch.

Vacation of the westerly 1.5 ft easement on the east and northerly 0.2 feet of the drainage easement along the south side of Lot 11, Block B of Magnolia Harbor Subdivision as requested by T.A. Borowski.

Resolution authorizing uniform collection of Non-Ad Valorem assessments for projects which may include road paving, water, sewer, fire protection, etc. or any other purpose authorized by law.

SANTA ROSA COUNTY COMMISSIONERS

2012-2013 COMMITTEE ASSIGNMENTS & MEETING SCHEDULES

CHAIRMAN: Bob Cole

VICE-CHAIRMAN: Jim Melvin

NOTE: ALL committee meetings will be held in the Commissioners Board Room, on the Monday prior to Thursday's committee meeting, beginning at 9:00 am

ADMINISTRATIVE COMMITTEE:

Bob Cole, Chairman - Jim Melvin, Vice-Chairman
Staff: Hunter Walker, Angie Jones

BUDGET & FINANCIAL MANAGEMENT COMMITTEE:

Jim Melvin, Chairman, Lane Lynchard, Vice-Chairman
Staff: Hunter Walker, Angie Jones, Jayne Bell

ECONOMIC DEVELOPMENT COMMITTEE:

Don Salter, Chairman - Bob Cole, Vice-Chairman
Staff: Hunter Walker, Angie Jones, Roger Blaylock, Shannon Ogletree

PUBLIC SERVICES COMMITTEE:

Lane Lynchard, Chairman - Jim Williamson, Vice-Chairman
Staff: Hunter Walker, Angie Jones, Tony Gomillion

PUBLIC WORKS COMMITTEE:

Jim Williamson, Chairman - Jim Melvin, Vice-Chairman
Staff: Hunter Walker, Angie Jones, Avis Whitfield, Roger Blaylock

REGULAR COMMISSION MEETINGS: Commission meetings are held monthly on the 2nd and 4th Thursday at 9:00 a.m., Commissioners Board Room, in the Santa Rosa County Administrative Center. Special Meetings and/or Committee of the Whole Meetings will be called by the Chairman as needed.

Committee : 12-10-12
Board Approval: 12-13-12

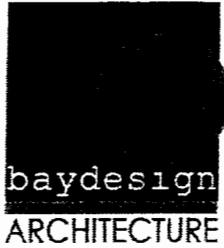
SANTA ROSA COUNTY COMMISSIONERS

2012-13 Chairmen's Individual Appointments

Bay Area Resource Council (BARC)	Jim Melvin Bob Cole
Commission on Oil Spill Response Coordination	Lane Lynchard
Defense Support Initiative Committee	Don Salter
Florida Association of Counties Trust (FACT)	Lane Lynchard
Florida-Alabama Strategic Task Force (FAST)	Don Salter Lane Lynchard
Gulf Consortium Council	Lane Lynchard Alt. - Jim Melvin
Juvenile Justice of Santa Rosa County	Jim Williamson
Local Emergency Food & Shelter Program	Bob Cole
Local Mitigation Strategic Steering Committee	Jim Melvin
NACo Environment, Energy & Land Use Committee	Bob Cole
NACo Ad Hoc Committee Arts & Cultural Commission	Bob Cole
Northwest FL Regional Transportation Planning Organization	Jim Melvin, Don Salter & Lane Lynchard
Okaloosa-Walton Transportation Planning Organization	Jim Melvin
Public Safety Coordinating Council	Lane Lynchard
Regional Transportation Authority (RTA)	Jim Melvin, Don Salter & Lane Lynchard
Regional Utility Authority (RUA)	Lane Lynchard Jim Melvin
Representative to Cabinet Vision 2015	Bob Cole
Restore Council	Lane Lynchard

Santa Rosa Communications Task Force (ICP)	Don Salter
Santa Rosa County Fair Committee	Bob Cole
Small County Coalition	Jim Melvin & Bob Cole
SRC Tourist Development Council	Jim Melvin, Alt. Jim Williamson
Strategic Planning Initiative Committee	Jim Melvin
Transportation Disadvantaged Coordinating Board (TDCB)	Jim Melvin
Tri County Community Council, Inc.	Board Appointee: Hunter Walker
West Florida Regional Planning Council (WFRPC)	Jim Williamson

Committee: 12-10-12
Board Approval: 12-13-12



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\$1,059,950 - reserved
\$ 71,950 9/30
\$ 75,000 10/1 - 9/30

October 16, 2012

Mr. Hunter Walker – County Administrator
Santa Rosa County Board of County Commissioners
6495 Caroline Street, Suite "M"
Milton, FL 32570-4592

Re: **New Equestrian Center at the Santa Rosa County Agri-Plex**
Bid Results and Recommendations

Dear Mr. Walker:

As you are aware, bids were opened this morning for the project, with twenty contractors submitting bids. The *Base Bid* included sitework/site utilities, a 205'x300' building (including fire protection fire alarm system, lighting, etc.) and one set of restrooms, and meeting room/judges' booth. *Alternate Bid Item #1* added 50'x205' to the building plus one additional set of restrooms on the north end; *Alternate Bid Item #2* added an upgrade from the standard "R" metal panel roof (exposed fasteners) to a standing-seam metal panel roof with concealed fasteners.

The lowest bids (the lowest three in ascending order of Base Bid amounts) were as follows:

Bidder	Base Bid	Alternate Bid Item #1	Alternate Bid Item #2
1. A.E. New, Jr. Inc.	\$1,230,000	+\$243,000	+\$84,000
2. Berkshire Johnstone, LLC	\$1,238,000	+\$223,000	+\$65,000
3. Whitesell-Green Inc.	\$1,249,000	+\$232,000	+\$99,000

The low Base Bid amount is within the amount of the estimate provided prior to receipt of bids for the Commissioners' information. The selection of Alternate Bid Items to be awarded will ultimately determine which contractor would be the lowest responsible bidder. On Base Bid alone, A.E. New, Jr. Inc. is low bidder – if Alternates #1 and/or #2 are awarded, then Berkshire Johnstone LLC would be low bidder.

We do not recommend that Alternate Bid Item #2 be considered – for the price, we don't see it being a cost-effective use of the County's funds. The decision of whether to award just the Base Bid or the Base Bid plus Alternate Bid Item #1 is one that should be made based on the total funds available for the project. Since Alternate #1 includes a 50'x205' expansion plus an additional set of restrooms, another option would be to award the Base Bid amount, then negotiate with the low bidder for an added cost just to construct the 50'x 205' expansion without the additional restrooms. Rough-in for the future restrooms can be included so the restrooms can be constructed in the future as funds allow. This

bay design associates architects, p.l.
architecture + sustainability
720 bayfront parkway
Suite 200
pensacola, florida 32502
ring 850.432.0706
fax 850.433.0508
baydesign.com

Mr. Hunter Walker – County Administrator
Santa Rosa County Board of County Commissioners
Re: **New Equestrian Center at the Santa Rosa County Agri-Plex**
Bid Results and Recommendations

October 16, 2012
Page 2 of 2

approach is consistent with our initial recommendation that any alternative bid items be additive rather than deductive, so the County maintains ultimate control over the items being considered.

Any of the above options would be acceptable to us. We will assist you and staff with any further analysis you feel is necessary to arrive at a decision in their best interest of the County. Should you need any such information prior to the Commission meeting or should you wish to discuss any of the items herein please do not hesitate to contact me on my cell at (850) 572-5400. We look forward to serving Santa Rosa County.

Sincerely,



Steve Jernigan, FAIA, LEED AP BD+C
Managing Partner



BID OPENING
October 16, 2012
Milton, Florida

Present: Procurement Officer; Roger Blaylock; and Steve Jernigan representing Bay Design Assoc. Architects, Henry Kirby representing Cathey Construction, Timmy Walker representing Carter's Contracting Services, Sam Sharpe, Jr. representing Sharpe, Inc., Jennifer Beasley representing A E New, Jr. Inc., Monica Barnard representing Jack Moore & Company, Andy Trammell representing Trammell Construction, Cheryl Marailiat representing Whitesell-Green, Inc., Mark Harder representing R. D. Ward Construction, John T. Snell, Sr. representing Design/Build Systems, Inc., Shannon McNanee representing Berkshire Johnstone, Anne Blasy representing The Green-Simmons Co., Inc., Joel Hamilton representing D&B Federal, Carmen Hurst representing Southeastern Construction, Joe Garvie representing GLC Contracting, Inc., Matt Comenfiro representing Morette Company, Anna Hiatt representing Hewes & Company, Richard Hall representing Larry Hall Construction, Inc., Bess Thompson, Speegle Construction, and Pat Griffith representing Lord & Son. The meeting took place at 10:00 a.m.

The purpose of the meeting was to open bids for the construction of the East Milton Equestrian Center; bids were received from the following:

East Milton Equestrian Center:

- | | |
|----------------------------------|-----------------------------|
| 1. A. E. New, Jr. Inc. | \$1,230,000.00 |
| | \$ 243,000.00 Alternate one |
| | \$ 84,000.00 Alternate two |
| 2. Berkshire Johnstone, LLC | \$1,238,000.00 |
| | \$ 223,000.00 Alternate one |
| | \$ 65,000.00 Alternate two |
| 3. Whitesell-Green, Inc. | \$1,249,000.00 |
| | \$ 232,000.00 Alternate one |
| | \$ 99,000.00 Alternate two |
| 4. Hewes and Company, LLC | \$1,269,000.00 |
| | \$ 230,000.00 Alternate one |
| | \$ 125,500.00 Alternate two |
| 5. Larry Hall Construction, Inc. | \$1,295,000.00 |
| | \$ 225,000.00 Alternate one |
| | \$ 77,000.00 Alternate two |

6. Morette Company	\$1,297,500.00
	\$ 205,000.00 Alternate one
	\$ 57,950.00 Alternate two
7. Southeastern Construction, Inc.	\$1,297,500.00
	\$ 234,900.00 Alternate one
	\$ 99,000.00 Alternate two
8. R. D. Ward Construction Co., Inc.	\$1,320,000.00
	\$ 242,000.00 Alternate one
	\$ 83,000.00 Alternate two
9. Jack Moore & Company	\$1,322,000.00
	\$ 211,000.00 Alternate one
	\$ 101,000.00 Alternate two
10. Sharpe, Inc.	\$1,353,000.00
	\$ 258,643.00 Alternate one
	\$ 71,935.00 Alternate two
11. Design/Build Systems, Inc.	\$1,357,829.00
	\$ 256,585.00 Alternate one
	\$ 53,821.00 Alternate two
12. Lord & Son Construction, Inc.	\$1,382,000.00
	\$ 259,000.00 Alternate one
	\$ 113,000.00 Alternate two
13. The Green-Simmons Company, Inc.	\$1,395,000.00
	\$ 275,000.00 Alternate one
	\$ 50,000.00 Alternate two
14. Cathey Construction & Development	\$1,418,000.00
	\$ 239,000.00 Alternate one
	\$ 156,500.00 Alternate two
15. Carter's Contracting Services, Inc.	\$1,472,403.00
	\$ 238,668.00 Alternate one
	\$ 68,000.00 Alternate two

16. Speegle Construction, Inc.	\$1,474,000.00 \$ 227,000.00 Alternate one \$ 71,000.00 Alternate two
17. GLC Contracting, Inc.	\$1,528,575.00 \$ 289,480.00 Alternate one \$ 49,435.00 Alternate two
18. D & B Federal, LLC	\$1,582,000.00 \$ 439,500.00 Alternate one \$ 195,000.00 Alternate two
19. SeaTech, Inc.	\$1,820,763.00 \$ 351,920.00 Alternate one \$ 99,692.00 Alternate two
20. Kincart Construction Company	\$1,874,090.00 \$ 235,878.00 Alternate one \$ 51,435.00 Alternate two
21. Trammell Construction Co., Inc.	Non Responsive

ESCAMBIA COUNTY EQUESTRIAN CLUB
Statement of Revenues and Expenses
For Years Ending in 2001 through 2012

<u>Year</u>	<u>Revenues</u>	<u>Expenses</u>	<u>Net Income/Loss</u>
2001-2002	\$21,302.00	\$183,809.00	-\$162,507.00
2002-2003	\$106,310.00	\$282,454.00	-\$176,144.00
2003-2004	\$130,926.00	\$293,495.00	-\$162,569.00
2004-2005	\$140,540.00	\$212,487.00	-\$71,947.00
2005-2006	\$196,153.00	\$250,381.00	-\$54,228.00
2007-2008	\$152,643.00	\$237,005.00	-\$84,362.00
2007-2008	\$161,091.00	\$213,292.00	-\$52,201.00
2008-2009	\$101,533.00	\$259,532.00	-\$157,999.00
2009-2010	\$96,545.00	\$684,310.00	-\$587,765.00
2010-2011	\$104,276.00	\$354,166.00	-\$249,890.00
2011-2012	<u>\$210,966.00</u>	<u>\$388,349.00</u>	<u>-\$177,383.00</u>
Total	\$1,422,285.00	\$3,359,280.00	-\$1,936,995.00 Paid from General Fund

Equestrian Center Revenue FUND 352 / Account # 347530
as of : 12/6/2012

	October	November	December	January	February	March	April	May	June	July	August	September	TOTAL		
FY 01/02								3,525.00	6,865.85	3,022.40	949.56	6,938.93	21,301.74		
FY 02/03	2,157.50	3,944.49	11,125.81	11,369.01	6,566.23	21,703.84	793.42	21,767.89	3,283.82	8,334.37	3,849.29	11,414.34	106,309.80		
FY 03/04	10,355.08	15,741.01	6,371.06	3,818.35	4,921.65	8,194.86	31,499.27	12,992.46	5,035.76	8,373.17	13,252.10	10,370.76	130,925.53		
FY 04/05	20,033.09	8,794.67	7,148.28	5,600.75	10,262.22	14,804.08	25,739.15	11,177.21	3,358.06	6,132.08	18,482.60	9,008.03	140,540.22		
FY 05/06	4,430.30	14,245.48	5,001.66	11,698.19	57,008.30	52,910.79	11,033.62	13,187.50	11,737.62	1,885.88	11,650.42	1,362.77	196,152.53		
FY 06/07	24,237.35	5,154.41	3,742.97	6,287.11	18,599.54	33,368.23	9,113.41	14,905.67	13,912.36	12,702.54	1,924.98	8,694.22	152,642.79		
FY 07/08	3,111.93	15,512.00	9,235.12	4,246.14	2,548.80	20,672.55	23,386.66	7,487.95	14,225.99	47,594.61	4,722.25	8,347.24	161,091.24		
FY08/09	7,000.22	4,776.13	10,332.84	8,942.55	6,555.15	1,402.39	25,080.90	13,686.31	14,849.85	48.38	116.80	8,741.31	101,532.83	budget	125,000.00
FY09/10	6,266.44	5,876.70	5,951.08	10,068.59	3,811.96	23,594.76	17,986.75	4,831.24	11,497.60	116.73	10.00	6,533.26	96,545.11	budget	100,526.00
FY10/11	6,689.69	6,721.50	4,240.81	2,424.81	5,758.35	22,129.58	15,517.00	10,487.05	2,188.21	11,344.90	567.04	16,206.94	104,275.88	budget	105,000.00
FY11/12	7,412.42	4,435.32	26,441.66	60,868.01	14,259.73	20,575.72	15,854.47	24,399.35	4,886.42	9,978.97	1,790.24	20,083.45	210,965.76	budget	95,000.00

Facility under construction
 General fund subsidized
 LOST III funded in entirety

Equestrian Center Operating Expenses (Actual)
 Cost Center # 350231 (formerly 220802)
 as of : 12/6/2012

	Personnel	Professional Svcs	Other Contractual	Communications	Utilities	Rentall/Lease	Repair/Maint	Print/Binding	Promotional	Other Charges	Office Supplies	Operating Supplies	Machinery/Equip./Capital	TOTAL
FY 01/02	124,524.34	-	526.00	1,763.13	11,927.61	3,113.07	1,904.33	888.12	6,020.14	1,075.00	3,226.73	27,945.13	895.00	183,808.60
FY 02/03	193,702.89	-	134.85	2,061.76	35,924.03	447.00	6,599.47	283.00	278.96	1,369.75	1,998.96	37,980.30	1,673.10	282,454.07
FY 03/04	178,974.43	-	1,028.72	3,504.28	36,589.11	3,003.20	10,484.17	79.15	276.98	133.80	1,031.08	37,561.50	20,828.86	293,495.28
FY 04/05	90,711.06		3,543.52	2,928.12	44,222.94	5,032.85	19,723.69		59.80	858.00	3,028.35	36,074.02	6,305.00	212,487.35
FY 05/06	116,322.13	-	22,470.46	3,190.21	53,181.27	1,493.70	21,750.72	425.00	49.50	204.00	1,832.75	29,461.20	-	250,380.94
FY 06/07	120,879.69		1,541.50	1,771.79	51,277.29		19,004.33				1,637.59	35,057.86	5,835.00	237,005.05
FY 07/08	107,503.75		2,055.00	1,789.97	42,367.39	1,311.20	19,376.94			318.00	1,043.84	26,940.10	10,585.43	213,291.62
FY 08/09	183,465.07	-	420.00	1,772.55	43,292.53	2,095.70	8,931.06	-	-	182.00	-	18,632.66	740.04	259,531.61
FY09/10	200,633.87	11,119.85	26,026.56	1,504.91	51,234.80	320.00	31,056.27	-	-	686.00	-	11,355.42	350,372.38	684,310.06
	*\$13,007.98 OT for Arena Surfacing as of 10/28/10													
FY10/11	190,855.72		420.00	1,605.98	49,582.82	180.00	26,431.53	-	-	136.00	-	16,888.74	68,064.76	354,165.55
FY11/12	245,715.54		795.00	1,808.89	58,901.32	-	32,555.17	-	-	636.00	-	33,949.14	13,987.76	388,348.82

Ron Williamson, Architect

AR 13988

2177 E. Olive Road, Pensacola, Fl. 32514, 850-473-1147

Dec. 04, 2012

Attn: Ms. Cathy Holmes, Owner's Representative, and Santa Rosa County, Building Owner

Re: Proposed New Turtle Conservation Center, Building Renovation, and Addition.

Dear Cathy, and to Whom it may concern: Please find below my proposal to provide Architectural/Engineering Services on the above referenced Project.

The following summary of Services will be provided:

1. Complete design of existing Building, along with new 1,100 s.f. addition.
2. Producing complete and finished Construction document for permitting for above project. These include complete Architectural design, detailed drawings to achieve a Building Permit.
3. Specialized Engineering Design, (Structural), shall be by others, and shall be co-ordinated with my work. *max fee for structural/wind analysis 3,000⁰⁰*
4. Six sets of plans, signed and sealed, along with all necessary printing for meetings/permitting. *REW*
5. All phone consultation with either Contractor/Subs as they "price-out" the project, as construction progresses, until Project completion. *sym*
6. Should the need for Site inspection arise, due to Construction changes of the permitted design, as needed site inspections shall be accessed a fee of \$85/hr.
7. Site/Civil/Environmental Design shall be by others if required by S.R.C.
8. As we discussed, to save Architectural Fees, Plumbing, Mechanical and Electrical Design shall be done by licensed Subs, in accord with Fl. law, including a Florida approved Energy certification.

Our Total Architectural Fee for the new Facility Design shall be a reduced fee of \$7,500. On projects of this size we usually require a 1/2 down, retainer to begin work, a figure of \$3,750. If this proposal meets with your approval, we can begin immediately. Thank you for consideration of my Firm for this fine project, and should you have any questions, please contact me.

Sincerely,

Ronald E. Williamson, Architect Fl. Lic. No. AR 13988

**REQUEST FOR PROPOSALS
USE AND MANAGEMENT OF FACILITY**

Notice is hereby given that the Santa Rosa County Board of County Commissioners is calling for and requesting proposals from non-profit organizations for the use of office space and management of the Navarre Community Center located at 1917 Navarre School Road, Navarre, Florida. Proposers should demonstrate in what manner the non-profit will use the facility. Proposers' scope of duties shall include the management of the facility's Community Room and amenities and the coordination of events with local individuals and civic groups. The successful Manager shall enter into an agreement with Santa Rosa County which will detail the services to be provided.

Proposals should recognize the following:

- *The Community Room and amenities shall be available for county use without charge;
- *The Board of County Commissioners shall approve rental rates for the Community Room;
- *The Successful Proposer shall be responsible for utilities and maintenance of the facility and shall maintain general liability insurance acceptable to the County.

All proposals must be in writing and delivered by hand or Fed Ex to the Santa Rosa County Procurement Department, 6495 Caroline Street, Suite G, Milton, Florida, 32570; and must be received by 10:00 a.m., November 27, 2012. All proposals shall be sealed and clearly labeled, "**RFP- Manager – Navarre Community Center.**" Please provide one original, eleven (11) copies of the proposal, and one (1) CD with all of the above information included,(each document must be in an individual PDF format file0. The proposal will be publicly opened at this time. Only proposals received by the aforesated time and date will be considered. Proposals received after the time set for opening will be rejected and returned to the submitter.

Questions concerning this proposal should be directed to Procurement Officer, Orrin Smith at 850-983-1870.

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

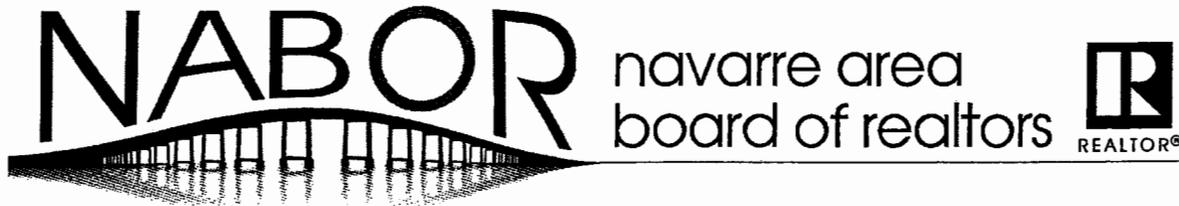
Santa Rosa County Board of County Commissioners encourages all segments of the business community to participate in its procurement opportunities, including small businesses, minority/women owned businesses, and disadvantaged business enterprises. The Board does not discriminate on the basis of race,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

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

LEGAL NOTICE

One issue – October 27, 2012 - Press Gazette, November 1, 2012 - Navarre Press, and November 1, 2012 - Gulf Breeze News

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



1917 Navarre School Road, Navarre, FL 32566
(850) 939-3870 office (850) 936-9718 fax nbbor@bellsouth.net

November 21st 2012

Dear County Commissioners,

Navarre Community Center

The Navarre Area Board of Realtors® very much appreciates the opportunity to utilize the office space in the Navarre Community Center at 1917 Navarre School Road for our daily operations, and as such requests your consideration to extend our current agreement.

As a "not for profit organization", NABOR exists not only for the benefit of our membership, but also are keenly aware of our responsibility within the community. Our members actively participate in, and coordinate numerous community events enriching the lives of many Santa Rosa County citizens.

You will no doubt recall that NABOR invested over \$6,000 renovating the office space, installing new media wiring and improving the communal hallway. As tenants of the building, NABOR gladly cover the costs of all utilities and landscaping and ensures that the bathroom and kitchen areas are clean and adequately stocked for the benefit of all.

NABOR staff coordinates the public's rental of the Community Center and act as a full time resource for those in search of the Chamber of Commerce, tourism information, the public library and other county owned buildings.

We respectfully ask that our current arrangement be extended and welcome the opportunity to further serve our fellow Santa Rosans by acting as resident stewards of the building.

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

A handwritten signature in cursive script that reads "Angela Campbell".

Angela Campbell
Executive Director
Navarre Area Board of Realtors®

RFP Navarre Community Center –Navarre Area Board of Realtors®

		Approx. \$ cost per annum
Not For Profit Organization	Yes	
Building open and professionally manned 8:00 am thru 4:30 pm Monday - Friday	Yes	
Building custodian on call 24 hours/365 days a year	Yes	
Has proven a popular, conscientious & desirable tenant	Yes	
Building to be available for County use without charge	Yes	
Invested \$6,000 to upgrade the building for the benefit of the community	Yes	
Willing & financially able to cover the building's running costs	Yes	
Kitchen & bathrooms maintained & stocked daily	Yes	878
Bathrooms & Conference Room professionally cleaned (weekly)	Yes	3,380
Utilities – electricity & water	Yes	2,800
Landscaping	Yes	1,250
Trash Collection	Yes	1,165
Maintains liability insurance to protect the organization & community center users	Yes	2004
Staff have a proven history of promoting and coordinating rental of the Conference Room to third parties in a professional manner befitting the County	Yes	9,483*
Upholds & enforces County alcoholic beverage and smoking regulations	Yes	
Maintains County approved rates for room rentals – no fee increase for over 7 years & no future increase projected or requested	Yes	
Maintains a professional website promoting the Community Center's availability	Yes	100
Organization directly helps support & grow the local economy	Yes	
Organization financially supports local good causes/charities	Yes	5,000
Maintains a good working relationship with the County & Chamber of Commerce	Yes	
Can supply numerous letters of recommendation from former renters	Yes	

*10% of payroll is attributable to managing the Community Center



Florida House of Representatives
Representative Doug Broxson
District 3

November 14, 2012

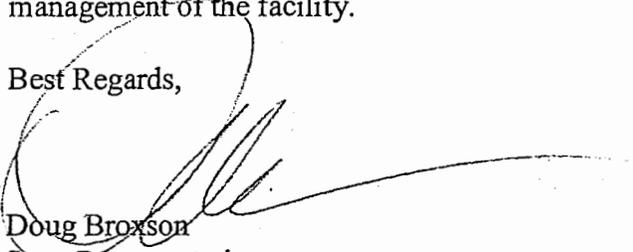
Hunter Walker, Administrator
Santa Rosa County
6495 Caroline St, Suite M
Milton, FL 32570

Dear Mr. Walker:

The Navarre Area Board of Realtors® (NABOR) has a proven history of competent stewardship of the Navarre Community Center and I urge you to consider their request to extend the current lease. The Navarre community deserves a facility that is professionally manned, affordable, and maintained to the highest standards. NABOR has successfully provided all of these services and has also invested over \$6,000.00 to renovate and improve the Community Center.

The Navarre Area Board of Realtors® is an active part of the Navarre community. They support our schools by donating to Navarre High School Girls' Soccer, Woodlawn Beach Middle School Chorus and the Navarre Beach Marine Science Station. They also support our military through the Special Operations Warrior Foundation, Navarre Military Affairs Council and the 7th Special Forces Group's golf tournament. NABOR's civic involvement, along with their mission to enhance and promote Navarre, makes them a vital member of the community. I support their request to continue use and management of the facility.

Best Regards,


Doug Broxson
State Representative

DB/jr

cc: Angela Campbell, Navarre Area Board of Realtors®

District Offices:

Pensacola State College, Building 4000, RM 4013, 5988 HWY 90, Milton FL 32583-1713
Pensacola State College, RM 5141, 5075 Gulf Breeze Parkway, Gulf Breeze FL 32563-3100
Capitol Office: 1003 The Capitol, 402 S Monroe St., Tallahassee FL 32399-1300

Phone: 850-626-3113
Phone: 850-916-5436
Phone: 850-717-5003

Fax: 850-626-3114
Fax: 850-916-5438

PROJECT
HEALING WATERS
FLY FISHING Nov, 2012

To the Navarre Area Board of Realtors:

Thank you for your generous support to Project Healing Waters Fly fishing NW Florida!

Your support with the Meeting Room at the Navarre Community Center on Monday evenings allows us to continue to help our Local disabled service members active and inactive with the lifelong personal therapy of the Sport of Fly fishing in 2012. This year, we reached more veterans, than expected due to your kindness. In addition we strongly believe that there is no more valuable investment than helping our local veterans and the life changing skills we try to provide. Our efforts are focused on providing more each week to area veterans, all with a desperate lack of resources: Without the generous support of the Navarre Board of Realtors We could not have helped so many veterans within our own community without your support and hope that you will continue to support Project Healing Waters Fly Fishing NW Florida in 2013, we plan to reach numerous more veterans through our programs by the end of 2013. We recognize you have many choices of where to direct and take your role as stewards of your gift extremely seriously. We are proud to be among those whom have received the coveted Charity for the past year. Thank you for your support as we continue to scale and reach out to disabled Veterans in our communities providing access and opportunity. Your continued partnership will allow us to plan with confidence that will gain access to our programs this year. Your commitment to help makes this possible. Project Healing Waters Fly Fishing of Northwest Florida wishes to recognize and contributions have forwarded our program here in NW Florida to the highest quality program for our active and inactive disabled veterans, and also is a model within the Deep South region of FL, AL and MS and to our National Program.

Sincerely,

Kevin. R. Gorby

Coordinator Deep South.

Project Healing Waters Fly Fishing

850-218-4235



82526

HEALING THOSE WHO SERVE

Project Healing Waters Fly Fishing, Inc. • www.projecthealingwaters.org

WORD AND GRACE MINISTRIES OF FLORIDA

Navarre, Fl. 32566

850-313-9226

To whom it may concern:

My name is Ricky Lee Phelps, pastor of Word and Grace Ministries of Florida. Our meetings have been held at 1917 Navarre School Rd., Navarre, Fl. for the past six years. I would like to bestow accolades to Angela and Dana. They are always kind and accommodating in my dealings with them. The facility is always clean and maintained impeccably. For my congregation the location is perfect and we hope to continue our meetings there indefinitely.

Sincerely,

Rev. Ricky Lee Phelps

www.rickyleephelps.com



Caring For The Environment Since 1975

P O Box 5606
Navarre, Fl 32566
www.navarregardenclub.org

November 24, 2012

Proposal for Use and Management of the Navarre Community Center

The Navarre Garden Club is a 501(c)(3) non-profit organization. Our fundamental goals are to protect and preserve the environment and its creatures, and to educate the public to do the same. We were founded in March 1975, and are the oldest non-profit organization in Navarre. The club has been active in many of the community development and beautification projects over the years, including helping to raise funds to build the Community Center.

We propose:

- To manage the Community Center in such a way as to make it available to the many organizations in Navarre who are non-profits by virtue of their contribution to the community. Although the current rental rate may be comparable to other venues, it is too high for most of the small non-profits in Navarre, who prefer to use their funds primarily for their non-profit purpose, rather than for meeting space. We would keep the present rates for business and individual rentals.
- We would hope to reconsider the current 'no alcohol' ruling for the community center. The building used to be available for individuals in the community who wished to rent it for weddings, and other parties. We would like to again make it available to the residents of Navarre.
- The Garden Club would use the larger back office for its use, for office functions, smaller meetings and workshops. It would also occasionally use the Community room for larger meetings. We would like to put displays related to conservation and preservation of the environment in the hallway.
- We recognize that the Community Room, etc. would be available for county use when needed and not previously booked.
- The Navarre Garden Club, if we were to take over management of the center, would offer to the NABOR rental of the two small offices that they currently use for \$300 per month, as well as rental of the Community room for their large monthly meeting, at the regular rate. That way they would have the same facilities available to them, at about the same price, until they are able to construct their building.

- We would hope to get permission to improve the current landscaping, replacing some of the current hedges with more attractive ornamentals, shrubs, and flowering plants.
- The Garden Club would like to do some of its plant sales from this location, and store some of the plants behind the building in an enclosed area.
- The Navarre Garden Club would be responsible for utilities and maintenance of the facility and will maintain its own general liability insurance. We understand that the county takes care of repairs and improvements to the building, and maintains its own insurance covering the building.

We feel that the Navarre Garden Club offers a stable non – profit organization. We have averaged about 80 members for the past 37½ years.

We hope the Santa Rosa County Commissioners will accept the proposal of the Navarre Garden Club to use and manage the Navarre Community Center.

Virginia Eisele, President
Navarre Garden Club

RECEIVED

NOV 28 2012

5

BoCC
Adm
Atty
Roger
James

PETER PRINCE AVIATION CENTER, LLC
MILTON, FLORIDA 32583

November 28, 2012

TO: Santa Rosa County Board of County Commissioners

FROM: Peter Prince Aviation Center, LLC

SUBJECT: Lease Modification for Aircraft Parking

The lease on the airport did not allow for the NFWMD holding area requirements. This created a problem with area needed for aircraft parking.

Commissioner Williamson did an on-site assessment and asked Roger Blaylock to make recommendations, along with his recommendations, to solve the parking issue.

Roger Blaylock met on site with the managing partner and submitted a copy of his proposal, which is attached.

We ask the Board of County Commissioners to approve the additional area for parking and modify the lease so aircraft parking improvements can be completed.

We also ask the Board of County Commissioners to approve Phase Three of the lease agreement for an additional 5000 square-foot hangar to be constructed in 2013. This additional square footage is needed for maintenance expansion and office area.

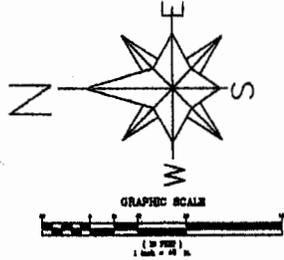


Archie Collum
Managing Partner

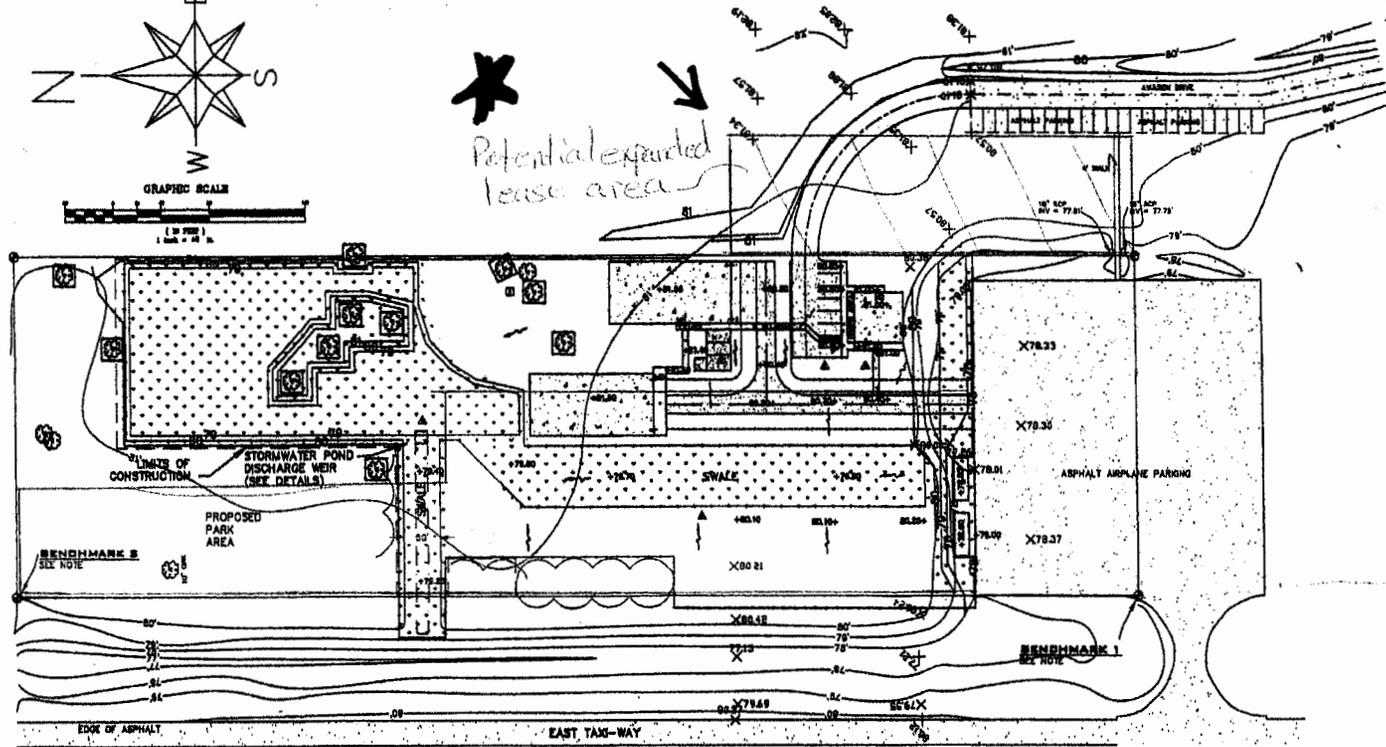
Attachment

BM #1 - EL. 79.02, SET CAPPED IRON ROD (L.B. #5170)
 BM #2 - EL. 80.01, SET CAPPED IRON ROD (L.B. #5170)

NOT RELEASED FOR CONSTRUCTION
 FOR PERMITTING ONLY

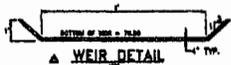
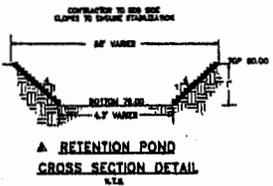
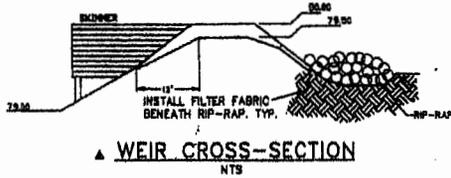


Potential expanded lease area



Limit of area that may remain all trees with no mitigation low altitude parking.

RP-RAP SHALL BE PLACED IN AN AREA 10 FEET WIDE TO EXTEND OUT FROM THE WEIR A DISTANCE OF 10 FEET.



LEGEND

- 00-...CONTOUR WITH ELEVATION IN FEET
- X 80.00...EXISTING SPOT ELEVATION
- + 80.00...DENOTES PROPOSED ELEVATION
- RD...ROLLUP DOOR (INGRESS/EGRESS)
- HD...HAM DOOR (INGRESS/EGRESS)
- ...DENOTES FLOW-LINE
- - -...SILT FENCE
- [Pattern]...DENOTES PROPOSED CONCRETE
- [Pattern]...DENOTES PROPOSED ASPHALT
- [Pattern]...DENOTES PROPOSED SOIL
- [Pattern]...DETECTABLE WARNING PER FAC 11-4.29.3

Act

Certificate of Authority
 No. 2018

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CONSTRUCTION PLANS FOR
 MILTON AVIATION PARTNERS, LLC
 SANTA ROSA COUNTY, FLORIDA

ENGINEERING
 SOLUTIONS, LLC
 BACE
 2800 OLD AVENUE ROAD
 SUITE 70, SUITE 100
 MIAMI, FL 33133
 PHONE: 305-850-7000

Plan Book No. 7/2018

Drawn by: DAB
 Approved by: [Signature]
 Date: JULY 2011
 Project No.: 11-02
 Sheet No.: STORMWATER AND GRADING PLAN
 Sheet No.: 5
 OF 8

STATE OF FLORIDA

COUNTY OF SANTA ROSA

AGREEMENT FOR LEASE OF FAIRGROUNDS

THIS AGREEMENT, made and entered into this _____ day of _____, 2012, by and between SANTA ROSA COUNTY, a political subdivision of the State of Florida (hereinafter referred to as "County") and THE SANTA ROSA COUNTY FAIR ASSOCIATION, INC., a Florida non-profit corporation, _____, Milton, Florida 32570, (hereinafter referred to as "Fair Association").

WITNESSETH:

WHEREAS, FAIR ASSOCIATION is a non-profit corporation originally chartered pursuant to Chapter 616, Florida Statutes in 1991, which charter was approved by the Santa Rosa County Board of County Commissioners; and

WHEREAS, FAIR ASSOCIATION desires the use certain property of the County for operation of an annual county fair and other events as outlined in Chapter 616, Florida Statutes; which include but are not limited to events which are beneficial to the development of tourism, agricultural tourism or community based activities: and

WHEREAS, the County owns certain real property, approximately 25 acres described herein (hereinafter referred to as "Fairgrounds"), which is further described in Exhibit "A," attached hereto.

NOW THEREFORE, for and in consideration of the premises and the mutual covenants and agreements hereinafter set forth, it is mutually agreed and covenanted as follows to wit:

1. County does hereby grant and assign unto FAIR ASSOCIATION and FAIR ASSOCIATION does hereby hire and take from the County the Fairgrounds.
2. The term of this Agreement shall be for a period of twenty (20) years following the date of execution hereof and shall continue on a month-to-month basis thereafter until a new agreement has

been entered into or one party provides the other party with at least sixty (60) days written notice of its intention to terminate this agreement.

3. FAIR ASSOCIATION shall use the Fairgrounds exclusively for the purposes set out in Chapter 616, Florida Statutes. However, it is anticipated that FAIR ASSOCIATION shall from time to time permit persons or organizations to develop events, activities and/or community projects which shall be consistent with the purposes set out in Chapter 616, Florida Statutes. Such development may include subleasing all or portions of the leasehold properties for short term in furtherance of the purposes stated in this Agreement.

4. FAIR ASSOCIATION shall be solely responsible for maintenance, utilities, taxes (if applicable) and trash collection at the Fairgrounds.

5. FAIR ASSOCIATION shall at all times maintain the Fairgrounds in a neat, attractive and well-kempt manner, free of trash and debris.

6. In addition to other covenants contained in this Agreement, FAIR ASSOCIATION shall make improvements to the Fairgrounds each year, the value of which must be at least \$10,000. "Improvements" shall be defined to include such items as infrastructure, land clearing and grading, fencing, lighting and the like. "Improvements" shall not include operational expenditures related to the fair, overhead, routine maintenance and the like. For any year in which the value of improvements exceeds \$10,000, the excess may be carried over to reduce future years' obligations.

7. During the month of October, for every year in which this Agreement remains in effect, FAIR ASSOCIATION shall report to County on its activities for the preceding 12-month period. Its report shall include demonstration of events held at the Fairgrounds and improvements made thereto.

8. FAIR ASSOCIATION shall make no improvements, alterations, or modifications to the premises without the consent of County. At the end of the lease term, all improvements, structures, fixtures, etc. shall become the sole property of County. FAIR ASSOCIATION shall surrender the premises in good repair and condition, reasonable wear and tear resulting from use excepted.

9. FAIR ASSOCIATION shall not discriminate as to race, color, sex, religion, handicap, age, or national origin.

10. FAIR ASSOCIATION shall comply with all applicable local, state and federal laws and regulations. FAIR ASSOCIATION shall obtain all licenses required by all government authorities having jurisdiction over the premises for any activity thereon during the term of this Agreement.

11. FAIR ASSOCIATION accepts the Fairgrounds as wholly suitable for the purposes for which they are leased.

12. County shall not be liable to FAIR ASSOCIATION nor to FAIR ASSOCIATION's employees, patrons, licensees, permittees, guests, visitors, vendors, successors or assigns for any damage to property or injury to person caused by the act of negligence. FAIR ASSOCIATION shall at all times hereafter indemnify and save the County harmless from any and all claims, suits, causes of action, judgments, or damages, including damages for care and loss of services because of bodily injury, sickness or disease, (including death resulting thereof), caused by or arising out of, or resulting from, the use of the above described property. FAIR ASSOCIATION agrees to exercise all reasonable safety measures in the operation of its activities for the protection of the public.

13. FAIR ASSOCIATION will at all times maintain in effect a comprehensive general liability insurance policy in the amount of one million dollars, (1,000,000.00), per occurrence, providing coverage for any and all losses or claims, by any person, firm or organization, of every nature arising through the uses of the above property, such use being pursuant to this agreement, that said insurance policy shall inure to the benefit of the County, and that the county shall be listed as an additional insured thereon and shall be entitled to receive notice of changes in the policy as named insured.

14. The services performed by FAIR ASSOCIATION, or its employees under this Agreement, shall not be construed to constitute an employer-employee relationship with the County. FAIR ASSOCIATION and its employees, if any, shall be deemed independent contractors of the County. The County shall not be required to make any contributions on behalf of FAIR ASSOCIATION, or any of

its employees, to any retirement plan, or insurance plan or to make any withholdings for federal income tax and F.I.C.A.

15. All equipment or other personal property placed or maintained on the premises by FAIR ASSOCIATION shall be at its sole risk and shall remain its property and may be removed therefrom at any time prior to the termination of this Agreement. County shall not be liable to FAIR ASSOCIATION or any other persons for personal property in or upon the Fairgrounds. Any personal property of FAIR ASSOCIATION not removed from the premises after termination of this Agreement, shall become the property of the County without further consideration.

16. FAIR ASSOCIATION shall keep the premises free from any liens arising out of any work performed or materials furnished or obligation incurred by FAIR ASSOCIATION.

17. County and its designated agents shall at all times have access to the Fairgrounds for the purpose of inspecting and determining whether FAIR ASSOCIATION have complied with its obligations pursuant to this Agreement.

18. No whole or partial assignment or subleasing of this Agreement, or of any duty or obligation of performance arising hereunder, shall be made by FAIR ASSOCIATION without the prior consent of County, except for short term arrangements as outlined herein.

19. Failure on the part of County to complain of any action or non-action on the part of FAIR ASSOCIATION, no matter how long it may continue, shall never be deemed to be a waiver by County of any of its rights under this Agreement. Further, should the County at any time waive any provision of this Agreement, the County shall not be deemed to have waived or rendered unnecessary any subsequent similar act by FAIR ASSOCIATION.

20. This Agreement contains the entire agreement of the parties hereto and no representations, inducements, promises or agreement between the parties not contained herein shall be of any force and effect. Any amendments, modifications, additions, or alterations of this instrument shall be in writing executed with the same formalities as this instrument.

IN WITNESS WHEREOF, Santa Rosa County has caused these presents to be executed by the Chairman of the Board of County Commissioners of Santa Rosa County and The Santa Rosa County Fair Association, Inc. has caused these presents to be executed on the date and year fist above written.

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

ATTEST:

Clerk of Court

By: _____
Robert A. "Bob" Cole, Chairman

SANTA ROSA COUNTY FAIR ASSOCIATION, INC.

WITNESS:

By: _____
President

CONTRACT FOR SERVICES

SANTA ROSA COUNTY ("County") and Greystone Consulting, LLC, a Florida limited liability company, ("Consultant") enter into this Agreement this ____ day of December, 2012.

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

I. SCOPE OF WORK

Consultant will perform duties as outlined in the attached Response to Request for Proposal and shall perform such other tasks as are mutually agreeable to the parties.

II. TERMS, FEES AND EXPENSES

The term of this agreement shall be from December 13, 2012 through November 30, 2013. This contract may be extended by an additional one (1) year period upon the agreement of both parties.

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

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

III. TERMINATION

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

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

III. GENERAL PROVISIONS

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

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

C. **Partial Invalidity.** In the event that any provision of this agreement shall be construed to be illegal or invalid for any reason, said legality or invalidity shall not affect the remaining provisions hereof, but such illegal or invalid provision shall be fully severable

and letter agreement shall be construed and enforced as is such illegal and invalid provision had never been included herein.

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

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

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

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

SANTA ROSA COUNTY, FLORIDA

By: _____
Chairman

ATTEST:

Clerk

CONTRACTOR:

GREYSTONE CONSULTING, LLC

By: _____
Pete Gandy, Owner

WITNESSES:

PRINTED NAME: _____

PRINTED NAME: _____

Letterhead

December 14, 2012

Mr. Bruce Grant
Defense Consultant
Enterprise Florida, Inc.
1030 East Lafayette Street, Suite 9
Tallahassee, FL 32301

Dear Mr. Grant,

With the submission of this application, Santa Rosa County requests that it be considered for grant funds under the Florida Defense Support Task Force project grant program.

We understand that, in addition to this submission, Santa Rosa County must obtain support of a FDSTF member as a project sponsor and obtain Chair approval for inclusion as a FDSTF agenda item.

When scheduled, we will have representatives present to brief the project proposal to the full FDSTF.

We also understand that approval of this application requires a majority vote of eligible FDSTF members.

Please contact County Grants/Special Projects Coordinator Sheila Harris at (850) 983-1848 with questions, concerns, or additional requirements. Thank you for your assistance.

Sincerely,

Hunter Walker
County Administrator

Attachments:

- Attachment A: FDSTF Project Application
- Attachment B: Budget and Financial Reporting form
- Attachment C: Plan of Action form
- Attachment D: Map showing Fence Line Location
- Attachment E: Fence Cost Estimate

Cc: Heather Cave

Attachment A: FDSTF Project Application

All applications must contain the following information in the format below:

1. **Project Title:** Fence Line installation between NAS Whiting Field (NASWF) and Whiting Aviation Park
2. **Applicant:** Santa Rosa County Board of Commissioners

Organization Name: Santa Rosa County Board of Commissioners
Name of Primary Contact: Sheila Harris
Title: Grants/Special Projects Coordinator
Address: 6495 Caroline St., Suite H
Milton, FL 32570
Telephone: 850-983-1848 Fax: 850-983-1944
Email: sheilah@santarosa.fl.gov

3. **Project Criteria (check all that apply):**

The mission of the FDSTF as described in F.S. 288.987.
 FDSTF goals as stated in the FDSTF Strategic Plan, dated 10/24/12.

4. **Summary of Project**

a. **Project Description:** Removal of existing fence, clearing and grubbing of adjoining woodlands, and installation of new six foot tall chain link fence with three strands of barbed wire. (see Attachment D)

Whiting Aviation Park is a 269 acre industrial park adjacent to NASWF. This property was originally purchased by Santa Rosa County as a part of the Joint Land Use Study recommendations to prevent residential encroachment. They deemed that industrial use would not be considered an encroachment and, in fact, the companies within the industrial area could potentially support the various functions aboard NASWF. Since that time the County has accomplished the following tasks associated with the further development of the Aviation Park with either local or State funds:

- Rezoned to industrial
- Master Planned
- Obtained all necessary Limited Use Agreements and easements from the Navy to allow the tenants of the Park to access the southern runway and have access to the Park
- Approved Environment Assessment
- County has procured a consulting firm with aviation experience to perform needed planning, design and construction management of Park
- Entrance to the Park has been designed, permitted and constructed
- Stormwater management plan has been developed for the park as part of overall Master Plan
- Marketing plan has been developed
- Pricing Guidelines have been developed and approved by the Board of County Commissioners

- Restrictive covenants are being developed
- Utility planning (water, sewer and gas) is currently underway

b. Objectives: Protect and add value to NAS Whiting Field through additional buffering and security; and add to the infrastructure associated with the Whiting Aviation Park.

In order to begin service at the Whiting Aviation Park, NASWF is requiring an upgrade to their existing perimeter fence in the region of the park. The existing fence consists of low hanging barbed wire livestock fence. This fence will be removed and replaced with a six foot tall chain link fence topped with three stacked strands of barbed wire to meet DoD security requirements. It is estimated that approximately 7,760 linear feet of fence will need to be replaced to separate the two facilities. The project will also include clearing and grubbing adjoining woodlands to provide a more secure perimeter as required by the installation.

c. Deliverables: Completion of fence installation and all required paperwork submitted for grant reimbursement by the end of the year or upon completion.

d. Direct correlation to FDSTF criteria and expected benefit to the state (ROI). This project will directly support the specific strategic goals regarding NASWF as outlined in the FDSTF Strategic Plan 2012-2015. Specifically, this project "continues efforts to buffer training airfields from encroachment"

The project will buffer the base from encroachment of incompatible land uses, thus enabling it to continue and expand its military mission in the future and potentially provide efficiency associated with MRO of the aircraft through the fence.

When the planning of this air park was initiated almost a decade ago, the intent was to offer first preference to those contractors/companies that would support NASWF and other defense installations. The County Commission recently approved the pricing guidelines for sale of property within the Park. Special discounts were provided for those companies that were defense contractors.

NASWF is a training installation using the T-34 (transitioning to the T-6) and the TH-45 aircraft. It's mission is performance based around the number of flight operations per day; which is directly related to the number of aircraft available. Currently T-34 aircraft are flown to St. Louis for maintenance. This round-trip transit time drastically increases an aircraft's turnaround time for maintenance. The intent of this aviation park, in such close proximity to NASWF, is to reduce or alleviate this excess transit time for maintenance that directly impacts flight operations by bringing those maintenance resources into the park.

With the addition of the fence separating NASWF and Whiting Aviation Park it shows potential new clients to the air park that Santa Rosa County is serious with its efforts to support NASWF and further develop the park. At the current time, the Santa Rosa County Economic Development Office is working with three major defense related companies looking to move operations to the Whiting Aviation Park in direct support of NASWF maintenance requirements.

e. Budget and Financial Reporting form (Attachment B)

f. Plan of Action form (Attachment C)

5. Funding requested from the Florida Defense support Task force

This application requests grant funds in the amount of \$200,000 which will be supplemented with local funds in the amount of \$160,000 for a total project cost of \$360,000 including design and engineering, removal of the existing fence, and installation of the new fence. (see Attachment E)

Design & Engineering:	\$ 37,500
Construction:	<u>\$ 322,500</u>
TOTAL COST:	<u>\$ 360,000</u>

6. Project relation to other local/state/federal budgets

Circle one: related / not related

Santa Rosa County has previously contributed approximately \$500,000 of local funds to construct the primary entrance to the park and to update the master plan. The next step will be to complete a design of the connecting taxiways between the installation and park properties once funds are identified.

7. Amounts of Other Leveraged Funding/Contributions:

(Federal) _____ (State) \$200,000 (Local) \$160,000
(Private) _____ (Other) _____

8. Estimated Project Start Date and Estimated Time for Design and Construction:

The project will be initiated as soon as the grant agreement is executed and completion is expected within one year.

Budget and Financial Reporting Form

2012-2013 FLORIDA DEFENSE SUPPORT TASK FORCE GRANT PROGRAM: BUDGET AND FINANCIAL REPORT FORM

GRANTEE _____ DATE _____ QUARTER ENDING _____

Budget Category	Local Program Expenditures			State Program Expenditures			Total Program Expenditures		
	Application Budget	Actual		Application Budget	Actual		Application Budget	Actual	
		Current Program	Quarter to Date		Current Program	Quarter to Date		Current Program	Quarter To Date
Removal of existing fence, clearing & grubbing of adjoining woodlands, and installation of new six foot tall chain link fence with three strands of barbed wire.	\$143,333			\$179,167			\$322,500		
Design & Engineering	\$16,667			\$20,833			\$37,500		
Activity									
TOTAL ALL CATEGORIES	\$160,000			\$200,000			\$360,000		

Plan of Action form

Planned Activity	Objective	Milestone
Removal of existing fence, clearing & grubbing of adjoining woodlands, and installation of new six foot tall chain link fence with three strands of barbed wire.	Protect and add value to NAS Whiting Field through additional buffering, security and adds to the infrastructure associated with the Whiting Aviation Park.	Completion of fence installation and all required paperwork submitted for grant reimbursement by the end of the year or upon completion.

Attachment A D



Proposed Fence line Construction

**Attachment C E
Cost Estimate**

**WHITING AVIATION PARK
REMOVAL OF EXISTING FENCE AND NEW PROPERTY FENCE
ROUGH ORDER OF MAGNITUDE ESTIMATE**

Item No.	Description	Unit	Unit Price	Quantity	Extended Total
1	Mobilization (7% of Items 2 through 5)	LS	\$ 17,693.00	1	\$ 17,693.00
2	Safety, Security, and Traffic Control	LS	\$ 5,000.00	1	\$ 5,000.00
3	Clearing and Grubbing	AC	\$ 5,000.00	9.2	\$ 46,000.00
4	8 FT. Chain-Link Fence with Barbed Wire	LF	\$ 21.00	7760	\$ 162,960.00
5	Existing Fence Removal	LF	\$ 5.00	7760	\$ 38,800.00
Total					\$ 270,453.00
with 13.5% contingency					\$ 306,964.00
Design and Engineering					\$ 37,500.00
CE&I services					\$ 15,536.00
Total					\$ 360,000.00

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eflorida.com



December 3, 2012

Sheila Harris
Special Projects Coordinator/Grants
6495 Caroline St., Suite H
Milton, FL 32570

Dear Ms. Harris:

On behalf of Governor Rick Scott and Secretary of Commerce Gray Swoope, I am pleased to inform you that Santa Rosa County has been awarded \$200,000 under the Fiscal Year 2012-2013 Defense Infrastructure Grant program. Congratulations!

The award is to be explicitly used to fund qualifying expenses associated with the project entitled, "Joint Land Use Plan Acquisition Funding." Enterprise Florida will administer the grant and work with the Department of Economic Opportunity to promote the timely distribution of funds for this project.

Should you require additional information please contact Heather Cave at 850-298-6640, or at hcave@eflorida.com.

Sincerely,

Rocky McPherson
Vice President
Enterprise Florida, Inc.

Cc: Jim Williamson

Enterprise Florida
diversifying florida's economy



Governor Rick Scott, Chairman • Howell W. Melton Jr., Vice Chairman • Gray Swoope, President & CEO

The Atrium Building, Suite 201 • 325 John Knox Road • Tallahassee, Florida 32303 • T 850.298.6620 • F 850.298.6659



Florida Department of Environmental Protection

Marjory Stoneman Douglas Building
3900 Commonwealth Boulevard
Tallahassee, Florida 32399-3000



Rick Scott
Governor

Jennifer Carroll
Lt. Governor

Herschel T. Vinyard, Jr.
Secretary

September 18, 2012

Ms. Sheila Harris
Grants Coordinator
Santa Rosa County
6495 Caroline Street, Suite H
Milton, Florida 32570

Re: Bagdad Mill Trail
Recreational Trails Program Project No. T12004

Dear Ms. Harris:

On August 29, the Secretary of Department of Environmental Protection, approved the Department's recommendation to award a \$33,460 grant to the Santa Rosa County for the development of the Bagdad Mill Trail under the Recreational Trails Program.

Please inform us in writing by October 1, as to whether or not you will utilize the entire grant amount. If the grant is accepted, then we will prepare the grant contract and initiate the Project Development and Environment Process (PD&E Process). In the acceptance letter, please identify any pre-agreement costs for which you request reimbursement. Pre-agreement costs are limited to design, planning and permitting. Be aware that these costs are considered administrative costs and such costs are limited to 15% of the total project costs. Writing of the grant application is not a reimbursable expense.

No construction costs may be incurred until: the completion of the PD&E process and a Categorical Exclusion is given by the Federal Highway Administration (FHWA); the environmental documentation process is accepted by the Department and approved by FHWA; and all grant administrative commencement documentation is approved by the Department. Your letter accepting the award must acknowledge that no project construction has begun, nor will it begin prior to when the formal Notice to Proceed is issued by the Department of Environmental Protection.

Ms. Sheila Harris
September 18, 2012
Page Two

Grant administration will be discussed at the Grant Implementation Workshop to be held at Wakulla Springs State Park on October 16-17, 2012. Each project sponsor should send two representatives to the workshop. One person should be the actual project liaison, while the other represents the entity's finance and accounting section. Registration and further workshop information will be sent separately.

Should you have any questions regarding the grant administration process, please contact us at 850.245.2052 (OGT main), 850.245.2065 (Alexandra Weiss), or 850.245.2935 (Jai Subramanya).

Sincerely,

A handwritten signature in black ink, appearing to read "Alexandra H. Weiss". The signature is fluid and cursive, with a large loop at the end.

Alexandra H. Weiss, CPM
Recreational Trails Program

AHW/

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Hunter Walker

From: Sheila Harris
Sent: Tuesday, December 04, 2012 3:07 PM
To: Hunter Walker
Cc: Angie Jones; Merry Beth Andrews; 'Don Ward Sr.'
Subject: Agenda Item - Modification #1 to SRL Grant Agreement for Elevation of 5 homes
Attachments: SantaRosaCo12-4-12SRL11.2Mod1.pdf.pdf

Hunter,

Attached is a modification to the existing grant agreement to elevate five SRL properties. The purpose of the modification was to edit the scope of work to allow for the installation of a lift/elevator in two of the properties to accommodate the physical needs of the property owners. There is no change to the overall budget or implementation dates. Please add this to next Monday's agenda.

Please let me know if you have any questions.

Sheila

From: Fields, Minerva [mailto:Minerva.Fields@em.myflorida.com]
Sent: Tuesday, December 04, 2012 2:47 PM
To: Sheila Harris
Cc: Harris-Council, Susan
Subject: Santa Rosa County, SRL2011-002

To: Shelia A. Harris
Cc: Susan Harris-Council
Subject: Santa Rosa County, SRL2011-002
Attachments: Santa Rosa County, SRL2011-002

The proposed modification has been forwarded to you electronically, if you are unable to print the attached documentation please contact the staff listed below.

Dear Ms. Harris:

The Division of Emergency Management (DEM) is pleased to inform you that the Federal Emergency Management Agency has approved the obligation of Serve Repetitive Loss Grant Program (SRL) funds for the project number(s) listed above. Please note that this is an eligible cost-reimbursement modification, and as such, the recipient must make other funding arrangements to complete this project. However, the recipient may submit periodic requests for payment throughout the project process, consistent with the terms of the modification.

Attached is your copy of the proposed modification one between the Santa Rosa County and DEM. Please print four (4) copies of the modification. The official representative, as listed below, will need to sign the signature page. The four (4) signed original modifications should then be sent to the Tallahassee address listed below for full execution no later than ninety (90) days after receipt of this e-mail for final execution. One original fully executed modification will be returned to the Santa Rosa County for its files.

Official Representatives:

12/5/2012

Contract Number: 12SL-04-01-67-01-434

Project Number: SRL-PJ-04-FL-2011-002

**MODIFICATION TO SUBGRANT AGREEMENT BETWEEN
THE DIVISION OF EMERGENCY MANAGEMENT AND
SANTA ROSA COUNTY**

This Modification Number One is made and entered into by and between the State of Florida, Division of Emergency Management ("the Division"), and the Santa Rosa County ("the Recipient") to modify DEM Contract Number: 12SL-04-01-67-01-434, dated April 10, 2012 ("the Agreement").

WHEREAS, the Division and the Recipient desire to extend the terms of the Agreement, modify the scope of work and increase the funding under the Agreement.

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

1. Paragraph 3 of the Agreement is hereby amended to read as follows:

This Agreement shall begin April 10, 2012, and shall end March 31, 2015 unless terminated earlier in accordance with the provisions of paragraph (12) of this Agreement.

2. The Budget and Scope of Work, Attachment A to the Agreement, are hereby modified as set forth in the Revised Attachment A to this Modification, a copy of which is attached hereto and incorporated herein by reference.
3. All provisions of the Agreement being modified and any attachments in conflict with this Modification shall be and are hereby changed to conform with this Modification, effective on the date of execution of this Modification by both parties.
4. All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.
5. Quarterly reports are due to the Division no later than 15 days after the end of each quarter of the program year and shall be sent each quarter until submission of the administrative close-out report. The ending dates for each quarter of the program year are March 31, June 30, September 30 and December 31.

IN WITNESS WHEREOF, the parties hereto have executed this Modification as of the dates set out below.

SANTA ROSA COUNTY

DIVISION OF EMERGENCY MANAGEMENT

By: _____

By: _____

Name and Title: _____

Name and Title: Bryan Koon, Director

Date: _____

Date: _____

Attachment A-2
BUDGET AND SCOPE OF WORK
Revised One

The scope of work for the five projects shall require the property owners to elevate single family residences and the finished floor shall be no less than two feet above the base flood elevation. The elevation of the structures will meet a number of objectives beginning with the elimination of repeated claims due to coastal basin flooding.

The structures are located in an AE flood zone and must allow for the entry/exit of floodwaters in all enclosed areas below the BFE and all construction materials below base flood elevation must be constructed with flood resistant materials. These areas must not be partitioned into separate rooms or have finished walls. Electrical and mechanical equipment shall not be located below BFE except for essential lightning which must be on a separate ground fault circuit.

The recorded deed restriction shall comply with the FEMA program requirements set forth in 44 CFR 206.434 (e) at the completion of the mitigation project. The completed work shall comply with all Federal, State and Local Rules and Regulations.

Federal Share:	\$ 901,192.50
Local Share:	<u>\$ 100,132.50</u>
Total Project Cost:	\$ 1,001,325.00

The Division of Emergency Management (DEM) shall reimburse eligible costs for this project up to \$901,192.50 (federal share).

The recipient shall require the property owners to adhere to the following Environmental conditions as part of the award.

- 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 CATEX, then coordination with and project review by appropriate regulatory agencies must be redone.
- Any change, addition, or supplement to the approved project Scope of Work that alters the project (including other work not funded by FEMA, but done substantially at the same time) will require re-submission of the application to FEMA for NEPA re-evaluation before starting project work.
- Construction vehicles and equipment used for this project shall be maintained in good working order to minimize pollutant emissions. The contractor will implement measure to prevent spillages or runoff of chemicals, fuels, oils, or sewer-related wastes during project work.
- 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 (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 below, and they will maintain flood insurance, must be provided to our office prior to issuance of a contract to the sub-grantee. The Model "Acknowledgement of Conditions for Mitigation of property in a SFHA with FEMA Grant Funds", referred to in the guidance, is located at:
http://www.fema.gov/government/grant/sfha_conditions.shtm
2. Verification that each owner of property located within a SFHA has obtained flood insurance on the structure(s) benefitting 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 US. C. §5154a, failure to maintain flood insurance on this property may prohibit the owners 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."

Eligible Expenditures

The categories outlined below are generally considered eligible for reimbursement under the Severe Repetitive Loss Program. Only reasonable eligible expenses may be reimbursed. The Recipient shall provide the Division with a detailed listing of project expenditures, classified according to the listed categories, as part of any request for payment. Any expenditure that does not clearly fall under the specified categories shall be submitted to the Division for review and determination of funding eligibility under the Severe Repetitive Loss Program.

Preliminary cost estimates for this project have been provided to the Division, and those costs that are eligible have been incorporated into the categories outlined below.

The amounts set forth below are estimates, and the Recipient may allow the Property Owner to exceed the estimates and be reimbursed for 100% of expenditures in a category, provided that the total reimbursement shall not exceed \$901,192.50 (federal share).

Budget

FEMA NO SRL-PJ-04-FL-2011-002 Contract Number 12SL-04-01-67-01-CDFA Number 97.110

Property	Construction	Lift/Elevator	Temporary Living Expense	Subapplicant Management Cost	Project Management	TOTALS
2958 Coral Strip Pkwy	\$141,400.00	\$0	\$3,800.00	\$2,500.00	\$2,500.00	\$150,200.00
2928 Coral Strip Pkwy	\$205,345.00	\$0	\$6,000.00	\$2,500.00	\$2,500.00	\$216,345.00
1644 Stanford Rd	\$140,300.00	\$0	\$4,300.00	\$2,500.00	\$2,500.00	\$149,600.00
3845 Sabertooth	\$225,520.00	\$16,800.00	\$6,000.00	\$2,500.00	\$2,500.00	\$253,120.00
3148 Coquina Way	\$200,910.00	\$20,350.00	\$5,800.00	\$2,500.00	\$2,500.00	\$232,060.00
Total	\$913,475.00	\$36,950.00	\$25,900.00	\$12,500.00	\$12,500.00	\$1,001,325.00
Federal Share	\$822,127.50	\$33,255.00	\$23,310.00	\$11,250.00	\$11,250.00	\$901,192.50
Local Share	\$91,347.50	\$3,695.00	\$2,590.00	\$1,250.00	\$1,250.00	\$100,132.50

Property	TOTALS	Federal Share	Local Share
2958 Coral Strip Pkwy	\$150,200.00	\$135,180.00	\$15,020.00
2928 Coral Strip Pkwy	\$216,345.00	\$194,710.50	\$21,634.50
1644 Stanford Rd	\$149,600.00	\$134,640.00	\$14,960.00
3845 Sabertooth	\$253,120.00	\$227,808.00	\$25,312.00
3148 Coquina Way	\$232,060.00	\$208,854.00	\$23,206.00
Total	\$1,001,325.00	\$901,192.50	\$100,132.50

General Schedule of Work For the Projects

	Days
Contract Execution	10
Assign Project Coordinator	10
Conduct Survey	30
Engineering Evaluation	10
Historical and Environmental Review	25
Engineering Design	15
Architectural Design	15
Permit Applications	30
Contractor Estimates	15
Contractor Begins	30
Project Wrap-Up	30
Total Duration	220

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Hunter Walker

From: Sheila Harris
Sent: Thursday, December 06, 2012 9:58 AM
To: Hunter Walker
Cc: Roger Blaylock; Michael Schmidt; Commissioner Lynchard
Subject: Settler's Colony HMGP Application
Attachments: TSDebbyApplicationDevelopmentProposalPegasus.pdf; Grant Information.pdf
Hunter,

At the November 8, 2012 Commission Regular Meeting, the board approved submittal of an HMGP (Hazard Mitigation Grant Program) application for the TS Debby county allocation to support the Settler's Colony drainage improvements project. The LMS (Local Mitigation Strategy) met on November 29, 2012 and also approved this project as their number #1 priority for submittal of grant funds.

Attached is a proposal from Pegasus Engineering for services related to preparation of an HMPG drainage improvement application for Phase I (Design) and Phase II (Construction) for improvements to the Settler's Colony area. Pegasus Engineering has worked with the county over the last several years in administering other HMGP drainage projects and they are very familiar with the project location and flooding issues. These costs are eligible for reimbursement under the grant at the 75% federal share, provided that the grant is approved. We believe that working with Pegasus will provide us the best opportunity to maximize federal funding for this project.

Please add this to next week's agenda for board discussion.

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

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

12/6/2012



December 5, 2012

P-229217

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

**Re: Settlers Colony Drainage Improvements
FEMA Hazard Mitigation Grant Program (HMGP) Application
Tropical Storm Debby (FEMA-4068-FL-DR)**

Dear Ms. Harris:

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

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

On June 29, 2012, the Santa Rosa County Local Mitigation Strategy (LMS) approved the Settlers Colony Drainage Improvement Project for Tier 1 funding associated with the Tropical Storm Debby allocation (FEMA-4068-DR-FL). Note that based on the initial 90-day estimate published by FEMA in October 2012, Santa Rosa County will receive a Federal allocation of \$256,552.90. The anticipated total cost of the project is approximately \$680,400, which is intended to provide improved flood protection for at least fifteen (15) residences on Settlers Colony Boulevard, Settlers Landing, Settlers Way and Venetian Way. In order to secure funding under Tier 1, it is anticipated that FEMA will allocate \$256,552.90 (37.7%) and Santa Rosa County will fund the remaining 62.3% (\$423,847.10). With that said, and in order to "secure" the 37.7% match from FEMA, a HMGP application must be prepared and submitted to DEM on or before February 15, 2013. *It should be pointed out that the fees associated with the preparation of the HMGP are partially reimbursable. In other words, FEMA allows the County to include professional fees in the HMGP application which will be reimbursed to the City (at a 75% Federal share).*

Our intent is to request that DEM structure the County's HMGP application for the Settlers Colony Drainage Improvements project in a two-phased approach. Specifically, Phase I will encompass engineering design, computer modeling, construction plans, cost estimates, and permitting while Phase II will include the project implementation (i.e., construction costs and construction inspection services).

"Engineering a Higher Standard"

301 West State Road 434, Suite 309, Winter Springs, FL 32708 • 407-992-9160 • Fax 407-358-5156

Ms. Sheila Harris
December 5, 2012
Page 2

We consider important to mention that one of the major strengths of Pegasus Engineering is our familiarity with federal regulations and FEMA grant programs and our ability to secure grant money from various local, state and federal programs. Often times, proposed capital improvement projects are expensive and require a substantial financial commitment from the municipality. However, there are numerous programs that provide funding to relieve the financial burden and allow projects to be implemented. In recent years, the staff of Pegasus Engineering has been successful in securing several millions of dollars in grant funds that have greatly assisted communities in implementing long-term hazard mitigation measures after major disaster declarations. In summary, Pegasus Engineering has successfully secured grant funding on behalf of various municipalities from the following sources: Federal Emergency Management Agency (FEMA), Environmental Protection Agency (EPA), U.S. Department of Agriculture - Natural Resources Conservation Service, Florida Department of Environmental Protection (FDEP), Florida Department of Transportation (FDOT), Florida Fish and Wildlife Conservation Commission, SJRWMD, Lake County Water Authority, Community Development Block Grant (CDBG) Program, and the Department of Community Affairs (DCA). Pegasus Engineering has cumulatively secured over **\$29,000,000** in grant money in recent years. In addition to obtaining grant funding, Pegasus Engineering has also assisted municipalities in implementing Stormwater Utilities or Stormwater Assessments in order to help fund flood control and water quality improvements. In fact, Pegasus Engineering has recently completed a stormwater assessment study for the City of DeBary, which currently generates \$500,000 to \$600,000 annually for the City and helped secure a \$10,000,000 bond for stormwater improvement projects.

We look forward to the opportunity to serve Santa Rosa County on this important assignment.

Very truly yours,

PEGASUS ENGINEERING, LLC

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

cc: Leylah Saavedra, Pegasus Engineering (w/ enclosures)
Pegasus Project File SRC-22002

**FEMA Hazard Mitigation Grant Program (HMGP) Application
Tropical Storm Debby (FEMA-4068-FL-DR)**

**SETTLERS COLONY DRAINAGE IMPROVEMENTS
SANTA ROSA COUNTY, FLORIDA**



EXHIBIT "A"

SCOPE OF WORK

Pegasus
ENGINEERING

PEGASUS ENGINEERING, LLC
301 West State Road 434
Suite 309
Winter Springs, Florida 32708
Phone: 407-992-9160
Fax: 407-358-5155

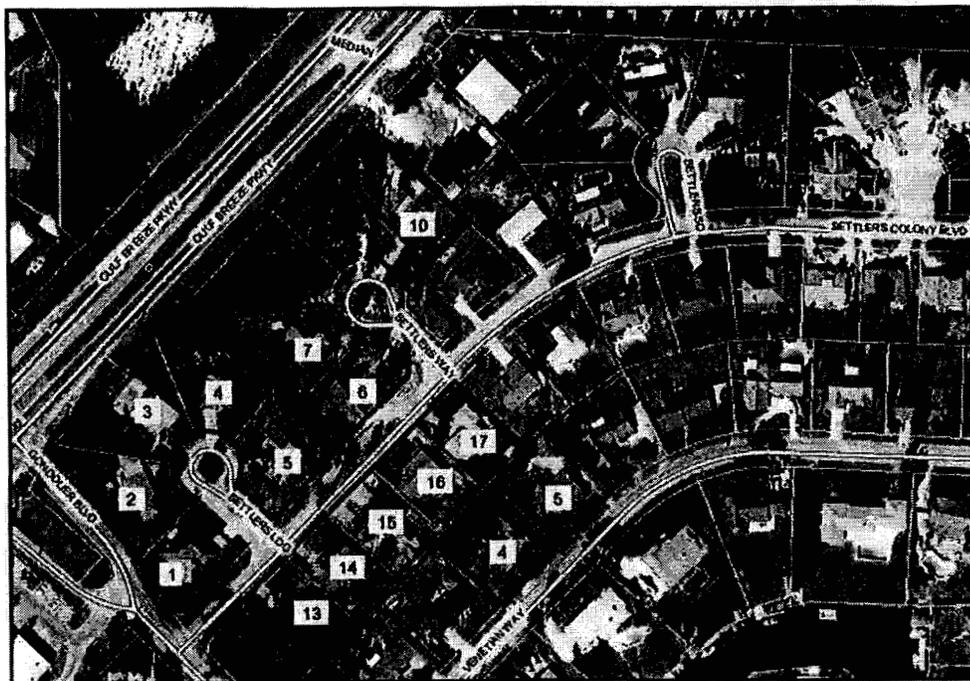
"Engineering A Higher Standard"



OBJECTIVE:

Santa Rosa County has requested a scope of work and fee proposal to prepare and submit a FEMA Hazard Mitigation Grant Program (HMGP) application to the Division of Emergency Management (DEM) in order to secure \$256,552.90 of FEMA funding to offset the costs associated with the implementation of the Settlers Colony Drainage Improvements project. The primary objective of this project is to eliminate flooding of the following residences, some of which have experienced repetitive structural flooding:

- 2628 Settlers Colony Boulevard (Lot 1)
- 2630 Settlers Landing (Lot 2)
- 2632 Settlers Landing (Lot 3)
- 2634 Settlers Landing (Lot 4)
- 2636 Settlers Landing (Lot 5)
- 2638 Settlers Way (Lot 6)
- 2640 Settlers Way (Lot 7)
- 2646 Settlers Way (Lot 10)
- 2629 Settlers Colony Boulevard (Lot 13)
- 2631 Settlers Colony Boulevard (Lot 14)
- 2633 Settlers Colony Boulevard (Lot 15)
- 2637 Settlers Colony Boulevard (Lot 16)
- 2641 Settlers Colony Boulevard (Lot 17)
- 2648 Settlers Colony Boulevard
- 2640 Venetian Way (Lot 4)
- 2644 Venetian Way (Lot 5)



Structural Flooding at Settlers Colony (June 2012)



Additional single family residences within the Villa Venyce PUD that experienced structural flooding have been identified at the following locations but are not part of the Settlers Colony Drainage Improvements project described within this proposal and will be addressed separately:

- 1019 Villa Venyce Court
- 2771 Venetian Way (Lot 1)
- 2776 Venetian Way (Lot 2)
- 2796 Venetian Way

PROFESSIONAL ENGINEERING SERVICES:

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

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



4. Conduct a field review of the project area, followed by a project briefing with County staff and the consulting engineer.
5. Coordinate with County staff and the residents to obtain / gather the following specific information required for the Benefit Cost Analysis (BCA):

Homes Flooded

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

Loss of Function

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

Project Cost

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



Damages

- Road closures
 - Cost due to emergency measures (including Police Department and Fire Department recovery services)
 - Loss of power
 - Loss of water service
 - Days community without potable water
 - Days community without wastewater treatment
 - Other damages – avoidable future damages
6. Prepare and submit to the County for review and approval a “draft” FEMA HMGP application package consistent with the *HMGP Application Desk Reference Manual* dated August 2012 and the “current” Application Completeness Checklist. The HMGP application package will include, but may not be limited to, the following information:
- ✓ Joint HMGP and FMA Application
 - ✓ Drainage Worksheets
 - ✓ Benefit Cost Analysis (BCA)
 - ✓ Written Narrative
 - ✓ Supporting Figures and Exhibits (including USGS Topo Maps and FIRM Maps)
 - ✓ Budget / Costs Estimate, including materials, labor and fees paid.
7. Prepare and submit four (4) final signed copies of the FEMA HMGP application package for submittal to DEM on or before February 15, 2013.
8. Coordinate with DEM representatives during the review of the HMGP application. As part of DEM's technical review process, the Consultant will coordinate with County staff to update and/or revise the cost estimates, modeling, or the benefit / cost ratio as necessary to incorporate any changes to address DEM's review comments.

**FEMA Hazard Mitigation Grant Program (HMGP) Application
Tropical Storm Debby (FEMA-4068-FL-DR)**

**SETTLERS COLONY DRAINAGE IMPROVEMENTS
SANTA ROSA COUNTY, FLORIDA**



EXHIBIT "B"

**MANHOUR AND
FEE ESTIMATE**



PEGASUS ENGINEERING, LLC
301 West State Road 434
Suite 309
Winter Springs, Florida 32708
Phone: 407-992-9160
Fax: 407-358-5155

"Engineering A Higher Standard"



EXHIBIT "B"
Manhour and Fee Estimate

SETTLERS COLONY DRAINAGE IMPROVEMENTS HMGP APPLICATION
Santa Rosa County, Florida



Task Description (December 5, 2012)	Principal (Hamstra, P.E.)	Sr. Project Engineer (Saavedra, P.E.)	AutoCAD / GIS Technician (Birkhead)	Clerical (Villanueva)	Task Hours	Task Fees
Standard Hourly Rates	\$170.00	\$150.00	\$70.00	\$60.00		
Coordinate with County Staff and DEM regarding the "General" HMGP Requirements	0	2	0	0	2	\$300.00
Prepare and Submit the HMGP Pre-Award Cost Request Form to DEM	0	2	0	0	2	\$300.00
Address the "Required" Information associated with the Environmental Review Criteria	0	6	4	0	10	\$1,180.00
Coordinate with County Staff and Residents to obtain / gather the "Specific" BCA Information	0	12	0	4	16	\$2,040.00
Conduct a field review of the project area, followed by a project briefing with County staff	8	8	0	0	16	\$2,560.00
Prepare the HMGP Application	0	12	0	0	12	\$1,800.00
Prepare the Drainage Analysis and Worksheets	0	24	0	0	24	\$3,600.00
Prepare the Benefit Cost Analysis	0	16	0	0	16	\$2,400.00
Prepare a Written Narrative	0	8	0	0	8	\$1,200.00
Prepare Supporting Photographs, Figures and Exhibits for submittal to FEMA	0	8	8	0	16	\$1,760.00
Establish the Project Budget and Costs	0	4	0	0	4	\$600.00
Prepare and Submit a "draft" HMGP Application Package to the County for review and comment	0	8	2	4	14	\$1,580.00
Prepare and Submit Four (4) copies of the HMGP Application Package to DEM (Deadline 02/15/13)	0	4	0	1	5	\$660.00
Address one (1) round of RAI (Request for Additional Information) Comments from DEM	0	8	0	1	9	\$1,260.00
Status Reports via Monthly Invoices, Project Administration and Review of Work Products	8	0	0	4	12	\$1,600.00
TASK HOURS	16	122	14	14	166	
TASK LABOR COSTS	\$2,720.00	\$18,300.00	\$980.00	\$840.00	\$22,840.00	\$22,840.00
PERCENT BREAKDOWN	11.9%	80.1%	4.3%	3.7%	100.0%	
<u>TOTAL LUMP SUM FEE COMPUTATIONS</u>						
						(1) Pegasus Engineering Labor Costs = \$22,840.00
						(2) Reimbursable Expenses (transportation, plots, copies, etc.) = \$1,000.00
						Total Lump Sum Fee = \$23,840.00

H. ADDITIONAL INFORMATION

30. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED.

Grant Experience

One of the major strengths of the senior personnel of Pegasus' Stormwater Department is the ability to secure grant money from various local, state and federal programs. Proposed capital improvement projects are costly and require a substantial financial commitment from the municipality. However, there are numerous programs that provide funding to alleviate some of the financial burden and allow projects to move forward. Grant funding has been secured by our senior personnel on behalf of various municipalities from the following sources:

FDEP Florida Forever Program (TMDL Water Quality Non-Point Source Reduction Program)

- \$400,000 for Seminole County (Club II Borrow Pit Stormwater Management Facility)
- \$850,000 for the City of Ocoee (Pioneer Key Regional Drainage Improvements)
- \$1,575,127 for the City of Winter Garden (Dr. Bradford Memorial Park Regional Pond)
- \$880,000 for the City of Ocoee (City Hall Regional Stormwater Pond)
- \$1,170,000 for Lake County (Hollondel Road Regional Stormwater Pond)
- \$1,105,000 for Polk County (Elizabeth Place Hydrologic Enhancement Program)
- **\$5,980,127 Total**

FDEP 319 Non-Point Source Program

- \$200,000 for the City of Edgewater (Reclaimed Water Augmentation Project)
- \$362,942 for the Town of Windermere (Stormwater Outfall Improvements)
- \$400,000 for Polk County (Elizabeth Place Hydrologic Enhancement Program)
- **\$962,942 Total**

Florida Fish and Wildlife Conservation Commission

- \$100,000 for the City of Ocoee (Bluford Avenue Pollutant Removal Structure)
- \$100,000 for the City of Ocoee (City Hall Regional Stormwater Pond)
- **\$200,000 Total**

SJRWMD Stormwater Cost-Share Program

- \$25,000 for the City of Ocoee (Flewelling Drive/Spring Lake Water Quality Improvements)
- \$50,000 for Orange County (Conway Estates Pollutant Removal Structure)
- \$30,000 for Orange County (Pershing Avenue Pollutant Removal Structure)
- \$231,905 for Lake County (Acorn Road Water Quality and Drainage Improvements)
- **\$336,905 Total**

Lake County Water Authority (LCWA) Stormwater Treatment Grant

- \$300,000 for Lake County (Getford Road Stormwater Park)
- \$250,000 for Lake County (Hollondel Road Stormwater Retrofit Project)
- \$250,000 for Lake County (Dead River Road Regional Pond)
- **\$800,000 Total**

Federal Emergency Management Agency (FEMA)

- \$7,500,000 for the City of DeBary (West Side Emergency Flood Management System)
- \$428,000 for Orange County (Regency Industrial Park Drainage Improvements)
- \$36,375 for the Town of Windermere (First and Oakdale Drainage Improvements)
- \$116,250 for the Town of Windermere (12th and Oakdale Drainage Improvements)
- \$1,650,000 for the City of DeBary (9-Home Buy-Out Program)
- \$576,000 for the Florida Hospital Fish Memorial (Stormwater Ponds)
- \$650,000 for the City of DeBary (Lakeside Gravity Outfall System)
- \$225,000 for the City of DeBary (Naranja Road / 2nd Street Drainage Improvements)
- \$1,500,000 for the Brevard County Natural Resources Management Office (Kingsmill Subdivision, Palomino Road and Aurora Road Food Hazard Mitigation Improvements)
- \$5,040,000 for the City of New Smyrna Beach (Central Beach Flood Mitigation Improvements)
- **\$17,721,625 Total**

Environmental Protection Agency's (EPA) State and Tribal Assistance Grant (STAG)

- \$192,400 for the Town of Windermere (Stormwater Drainage Improvement Projects)

Community Development Block Grant (CDBG) Program

- \$500,000 for the City of Ocoee (Pioneer Key Regional Drainage Improvements)
- \$1,000,000 for the City of Ocoee (Pioneer Key II Infrastructure and Paving Improvements)
- \$862,500 for the City of Ocoee (Lakewood Avenue Infrastructure and Paving Improvements)
- **\$2,362,500 Total**

Florida Department of Transportation (FDOT) Joint Participation Agreement (JPA)

- \$100,000 for Orange County (Lake Mary Jess Water Quality Improvements)
- \$100,000 for Orange County (Hansel Avenue Pond Outfall Improvements)
- \$1,000,000 for the City of DeBary (West Side Emergency Flood Management System)
- **\$1,200,000 Total**

Department of Community Affairs (DCA) CDBG 2008 Disaster Recovery Program

- \$2,461,491 for Volusia County (Miller Lake)
- \$3,469,803 for Brevard County (West Cocoa)
- **\$5,931,294 Total**

As shown, Pegasus Engineering Stormwater Department personnel has secured over **\$35,687,793** in grant funds in recent years. In addition to obtaining grant funding, Pegasus Engineering has also assisted municipalities in implementing Stormwater Utilities or Stormwater Assessments in order to help fund flood control and water quality improvements. Pegasus Engineering has recently completed a stormwater assessment study for the City of DeBary, which currently generates \$500,000 to \$600,000 annually for the City and assisted in the establishment and approval of a \$10 Million bond for stormwater improvement projects.

I. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

31. SIGNATURE

32. DATE
12/06/2012

33. NAME AND TITLE
David Hamstra, Principal

No support documentation for this agenda item.

RESOLUTION NUMBER 2012 - ____

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA DESIGNATING CERTAIN ROADS AND STREETS FOR USE BY GOLF CARTS; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, pursuant to Santa Rosa County Ordinance 2009-27 and Section 21-5, Santa Rosa County Code, the Santa Rosa County Board of County Commissioners may designate certain roads and streets upon which golf carts may be operated pursuant to Section 316.212, Florida Statutes; and

WHEREAS, the term "golf cart" is defined by the referenced statute; and

WHEREAS, Santa Rosa County has determined that golf carts may safely travel on or cross the roads and streets referenced herein, considering factors including the speed, volume, and character of motor vehicle traffic using the said roads and streets.

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

Section 1. That the following roads and streets located within Santa Rosa County, Florida are designated as roads and streets upon which golf carts may be operated pursuant to Section 316.212, Florida Statutes:

- Bayview Lane
- Circle Drive
- Circle Lane
- College Court
- College Parkway
- Crest Court
- Crestview Lane
- Cypress Lane
- Edgewater Drive
- Edgewater Lane
- Fairlane Drive
- Fernwood Drive
- Harbor Lane
- Hillside Avenue

Laguna Lane
Laguna Court
Laurel Drive
Maplewood Court
Maplewood Drive
Oakwood Lane
Park Lane
Redwood Lane
Santa Rosa Drive – the segment from Bayview Lane to Redwood Lane
Seabreeze Lane
Shady Lane
Summit Lane
Sunset Lane
Sycamore Lane
West Avenue
Willow Lane

Section 2. This Resolution shall become effective upon the date adopted by the Board of County Commissioners.

PASSED AND ADOPTED this 13th day of December, 2012, by a vote of __ yeas, __ nays, and __ absent of the Board of County Commissioners of Santa Rosa County, Florida.

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

By: _____
Robert A. "Bob" Cole, Chairman

ATTEST:

(SEAL)

By: _____
Mary Johnson, Clerk of the Circuit Court



**SANTA ROSA COUNTY
BOARD OF COMMISSIONERS
COMPUTER/GIS DEPARTMENT**



GIS/ Mapping/Software/Web Support/Network/Hardware Support Team

Aleta Floyd, IS/GIS Director
(Staff: Val Jarvis, IS/GIS Supervisor - Adrian Lowndes, DB Adm/Network Supervisor
Katrina Penton, Corey Adkinson, Pat Stockett, Brandon Knuth, Ron Strickland)

16

MEMORANDUM

TO: Mr. Hunter Walker, County Administrator
FROM: Aleta Floyd, IS/GIS Director
CC: Jayne Bell – OMB Director
SUBJECT: VoIP Enterprise Phone System Recommendation
DATE: December 4, 2012

The recently purchased enterprise VoIP county phone system is fully operational now which replaced six legacy independent PBX phone systems at Public Services, Public Works, Emergency Management, Animal Services, County Extension, and the County Administrative Center. This system is capable of supporting up to 1000 phones and has united all county departmental phones into one seamless voice system via internal four digit dialing including phones at the South End Service Center and Navarre Beach.

Recommend proceeding with migration of the remaining phones in the other Elected Official offices off the thirteen year old PBX system in the County Administrative building. 159 phones and 5 phone network switches will need to be purchased to replace legacy phones in the Supervisor of Elections, Property Appraiser, Clerk of Courts, and State Attorney offices for a cost of \$91,366/ \$775.36 monthly support utilizing the State of Florida SUNCOM STEPS contract. Due to the significant savings thus far with the VoIP system, we should be able to fund this from the current county communications line. Jayne and I will monitor this expense line, and if a budget transfer is needed to supplement this expense toward the end of the fiscal year, we will advise as such.

Thank you.



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
W. D. "DON" SALTER, District 3
JIM MELVIN, District 4
R. LANE LYNCHARD, District 5

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

17

M E M O R A N D U M

TO: Board of Commissioners
FROM: *HW* Hunter Walker, County Administrator
DATE: December 4, 2012
SUBJECT: Benny Russell Park

Benny Russell Park is a community driven park/playground begun in 2000 which was funded by community fundraising and volunteer labor with State of Florida legislative appropriation for layout and materials. Leathers and Associates was the firm selected by the steering committee to design and oversee this community built park. The County role at that time was as the grantee for the State of Florida appropriation and processed the invoices at the appropriate time for some of the materials and once built, assumed operational and maintenance responsibility.

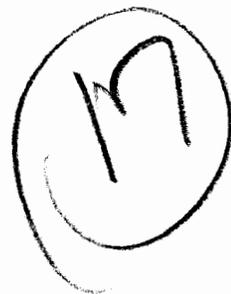
As would be expected, Benny Russell Park consistently is one of the most heavily utilized passive parks in Santa Rosa County. Usage includes toddlers to early teenagers in relatively unsupervised play activities. After eleven (11) years staff asked Leathers and Associates to assess the playground area in terms of the normal wear and tear issues such as structure, maintenance, safety, etc, but also for visibility, security, and ADA concerns as well. Given that the park serves mostly pre-adolescent youth the security and visibility concerns have increased over time.

Attached is the assessment by Leathers and Associates for consideration. Staff recommends requesting Leathers and Associates develop proposal for contract to finalize scope of work and plan to refresh and upgrade the facility.

Please contact this office with questions.



UNIQUE PLAYGROUNDS. IMAGINED BY CHILDREN. BUILT BY COMMUNITY.



11/1/12

PACE, FL Benny Russell Playground

RE: Playground Assessment

GENERAL REVIEW:

This assessment is based on my site visit and pictures I took during that visit as well as information I gathered from people I met with during the visit. I remember the playground well as I was the project manager and lead consultant on the project.

The playground is 11 years old and was originally constructed in the spring of 2001. The playground should be expected to last around 15-20 years. The playground includes two play areas a tot area and a school age area. It also includes one of our super structures. The main materials used in the playground are pressure treated poles and lumber. The decking is made out of composite material.

The structure itself is in pretty good shape and it's obvious that care has been taken to keep it that way. While the lumber has aged and darkened it is structurally sound. Some of the equipment needs to be repaired.

Times have changed over the years and there are some issues (CCA, maintenance, visibility and age separation) that are hot topics in today's playground.

The lumber used in your playground was treated with CCA. The A stands for Arsenic. We advise clients to follow the EPA's recommendations about playgrounds. Information can be found on their website. As a summary they don't recommend playgrounds made with these materials be removed but do advise on sealing the playgrounds.

Maintenance is also a hot topic. Between the legal issues and cost this is among the highest issues in today playgrounds. Even though the wood used in your playground is the highest grade it still needs care to keep it in good condition.

Visibility has become more and more of a concern as well. The ability to have good lines of site and minimize areas that are hard to see so parents and supervisors can monitor kids play is a growing concern.

Age separation has been and is addressed in the safety standards and guidelines. They recommend separated age appropriate areas for specific age groups. Your existing play has two areas one for 2-5 year olds another for 5-12 year olds.

OBSERVATIONS:

Based on my review of the playground I have developed a few options. Without knowing an approximate budget I have just mentioned some options. These can be tailored to meet a specific budget or broken into phases.

The poles are in good condition and will last many more years. The poles should at a minimum continued to be sealed. You could stain these as well for a greater visual appearance. There is a coating you can apply over them called EPL. It's similar to a linoleum floor covering. This is a material that you brush on and it actually coats the pole. The advantage of this is there is a material between the user and the actual post. This minimizes contact with the wood and helps address the CCA issue. Coating the tops of the poles helps prevent moisture in the top and will help them last longer.

The framing is in good condition. It does not get the direct sun as much as the railing and the majority is covered and in low contact areas. Sealing this is the best way to ensure it will last many more years. Washing and staining it would improve the visual appearance.

The Decking is made out of composite lumber which has proven to be maintenance friendly and is in good shape.

The handrails are composite lumber and are in good shape.

The balusters are pressure treated wood and are in high contact areas. Currently the lumber is in okay shape but is starting to weather and splinter. This will continue to grow in the future and need to be addressed. At the time the playground was constructed visibility was not really a big issue. We have developed several railing options that allow for much greater visibility and utilize other maintenance friendly materials other than wood.

Some of the equipment is in need of repair. They can be repaired back to their original condition or in some cases there are newer options that again offer more maintenance friendly materials. The ramps have some settling in the framing and need to be reinforced

The enclosed structure is in good condition structurally. It could be washed and stained for a better visual appearance. There was significant concern regarding visibility.

There was some conversation of changing the entrance. While this can be done it would mean a long access from the parking to the older kid's area.

RECOMMENDATIONS:

Project goals

- Bring playground up to current ASTM F1487 and & CPSC Pub.325 safety standard and guidelines
- Evaluate and increase current accessibility in the spirit of the ADA law
- Reduce overall wood exposure by removing significant portions of wood and replacing with composite materials. Also apply EPL coating to poles
- Increase visibility
- Close off access under lower structures
- Design a new entrance into the playground and tot area
- Repair or replace broken equipment with ease of maintenance in mind
- Reduce overall maintenance needs
- Increase the visual appearance of the entire structure

These recommendations are made without a budget in mind and based on what would make the structure last longer and offer a more maintenance friendly playground and significantly increase visibility. Adjustments can be made to try and meet a budget. All work will be in conformance with the current version of ASTM F1487 and & CPSC Pub.325 safety standard and guidelines. As part of the work outlined below accessibility will be increased based on the current ADA rules. The work will be completed by local contactors hired by the city who will work under the direct supervision of Leathers & Associates.

All new materials would be recycled structural and composite plastics similar to our new playgrounds.

Poles:

- Power wash, stain and seal with EPL

Framing:

- Power wash and stain

Decking:

- Leave as is

Handrails & Balusters

- Remove the handrails, balusters and 2x handrail post
- Replace with recycled plastic and coated metal raising options
 - Severely increase visibility throughout the railing systems

Equipment:

- Chain bridge replace with cable version
- Balance beam on chains cap with composite material
- Climbing wall replace with cable version
- Chain walk replace with cable version
- Swing (optional replace with manufactured ones price not included in estimate)

Misc:

- Rocket increase visibility
- Ship increase visibility
- Block off under lower areas
- Redesign main entrance to the south side of the hand tile wall
- Redesign tot area entrance to the East side of the tot lot

Enclosed structure:

- Remove the outside panels and re-build with a significantly greater percent of visibility
- Re-build with recycled structural and composite plastic materials
- Power wash and stain remaining exterior wood areas

ESTIMATED COSTS:

I estimate the materials for the above work to be around \$65,000. L&A fees for everything (design, materials list, project management, and construction supervision) at \$45,000. For the construction we would be working in addition to supervising the contractor. The contractor would need to supply 15 workers (10 skilled, 5 labors). The job would be eight ten hour days totaling 1,200 hours for the contractor. The city can account for as much of the contractor's labor as you decide. L&A will supply the majority of all the tools necessary. The contractor will supply the rest based on a list developed by L&A. The city or contractor will need to coordinate a crane for 2-4 days.

To develop a total budget you can estimate the contractors labor (1,200hrs x ?/hr = \$?). This amount can be reduced based on the amount of labor supplied by the city staff.

I would guesstimate a total budget between \$140,000-150,000.

NEXT STEPS:

Upon city approval L&A will:

- Finalize this plan and scope of work
- Develop a proposal outlining our fees
- Develop the final materials list so the city or contractor can order the materials
- Outline the scope of work for the contractor
- Develop a tools list for the contractor
- Upon choosing a construction date develop a timeline of events for all parties to prepare for construction

I appreciate the possible opportunity to work with you again. I know the park is a special place for the community and a renovation like this will not only help resolve a few issues but will lower you maintenance cost while increasing its popularity, play value and uniqueness.

Please contact me with any questions you may have

Sincerely,



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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

15

MEMORANDUM

TO: Board of County Commissioners
FROM: Angie Jones 
CC: Hunter Walker 
DATE: December 5, 2012
RE: Linda Hendrix v. Santa Rosa County

As you are aware, we are involved in litigation with former library director, Linda Hendrix, whose employment contract was terminated after it became apparent that her relationships with the community, subordinates, commissioners and others were damaged to the point that she could no longer remain as library director. After refusing another position offered to her, Ms. Hendrix was terminated and subsequently filed an ADA-based federal suit for discrimination related to age and disability.

I am of the opinion that Ms. Hendrix' contentions are without merit. However, in ADA cases, any jury award to the Plaintiff, even if it is only a token sum, subjects the defendant to payment of the Plaintiff's attorney fees, which would likely be significant in the case. Also, with any litigation, there is risk, and the defense of any case necessitates the expenditure of county resources.

At mediation last week, our insurance carrier was agreeable to equal division of a settlement. Ms. Hendrix agreed to dismiss her claims for a payment of \$40,000 from SRC and a like amount from FACT. I would recommend that you consider approval of the settlement, based on the fact that even a modest award to Ms. Hendrix could cost the county considerably more in attorneys' fees which are not covered by FACT.

No support documentation for this agenda item.



SANTA ROSA COUNTY BOARD OF COMMISSIONERS



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JIM MELVIN, District 4
R. LANE LYNCHARD, District 5

HUNTER WALKER, County Administrator
RECEIVED NOV 12 2012
JAYNE BELL, OMB Director

20

DATE: OCTOBER 1, 2012
TO: MIDWAY FIRE DISTRICT
FROM: KATHY JORDAN
RE: APPLICATION FOR CERTIFICATE OF CONVENIENCE AND NECESSITY FOR PROVISION OF NONTRANSPORT ADVANCED LIFE SUPPORT SERVICES

In accordance with Santa Rosa County Ordinance 87-54, please find enclosed in this packet an application for a permit pertaining to the operation of advanced life support services and a Vehicle Identification form. Please complete both forms and return by November 30, 2012 to the Santa Rosa County Administrator's Office, 6495 Caroline Street, Suite D, Milton, FL 32570.

A copy of your insurance, covering occurrences up to \$500,000 and a \$50.00 application fee are also required.

Please make checks payable to Santa Rosa County.

If you have any questions concerning this process, please contact the Santa Rosa County Administrators Office at (850) 983-1855.

Thank you.

ATTACHMENTS: APPLICATION
VEHICLE FORM



MIDWAY FIRE DISTRICT

GENERAL FUND
(850) 932-4771
1322 COLLEGE PARKWAY
GULF BREEZE, FL 32563



SUNTRUST

ACH RT 061000104

Check Number: 12110 63-215-631

DATE

Nov 6, 2012

AMOUNT

\$ 50.00

Memo:

Fifty and 00/100 Dollars

PAY
TO THE
ORDER
OF:

Santa Rosa County
6051 Old Bagdad Hwy
Milton, FL 32583

AUTHORIZED SIGNATURE

12110

Security features. Details on back.

RECEIVED

NOV 28 2012



ST SYLVESTER CATHOLIC CHURCH
6464 Gulf Breeze Parkway
Gulf Breeze, FL 32563

21

November 27, 2012
County Administrator
6495 Caroline Street
Suite D
Milton, FL 32570

Dear Hunter Walker,

Our Annual Flag Day 5K Run Walk was a huge success! We would like to do it again with your permission. This letter is requesting permission to use county roads again for a Flag Day 5k Run Walk. The Columbiettes and Knights of Columbus Organizations of Saint Sylvester Catholic Church are hoping to schedule the annual Flag Day 5K Run Walk fundraiser for June 15, 2013 from 0:730am-11:30am. The planned route for the race will be: Start at back parking lot left onto Sundown, right onto Marlin, right onto Sparrow, right onto Water, right onto Eagle, left onto Perch, left onto Cardinal, right onto Water, right onto Sundown and left into parking lot.

The Columbiettes and Knights are the Catholic women and men's organizations of the church. These two organizations will use the profits again to support local charities to be chosen at a later date.

We look forward to hearing from you. Thank you for this consideration.

Saint Sylvester Catholic Church
6464 Gulf Breeze Pkwy
Gulf Breeze, FL 32563
850-939-3020
FAX 850-936-5366

Ellen Stanley
Immediate Past President
Columbiette Auxiliary 13277
Co Race Coordinator 2013



22

**FLORIDA ASSOCIATION OF COUNTIES TRUST (FACT)
NOTICE OF 2012 FACT ANNUAL MEMBER MEETING**

The Florida Association of Counties Trust (FACT) hereby invites representatives of all FACT Member Counties to attend the 2012 Annual Member Meeting. This Annual Member Meeting, as provided for in the FACT Agreement and Declaration of Trust, will be for the purpose of:

- Holding an election for one (or more) "Member Trustees" as a FACT Board of Trustee (two-year term), and
- Discuss goals and accomplishments of the FACT program during the 2011/2012 coverage period
- Meet representatives from the new FACT Service Company
- Opportunity for questions and open discussion from members

Details of the meeting are as following:

Date: Friday, December 14, 2012

Place: Staybridge Suites, 1600 Summit Lake Drive, Tallahassee, 850-219-700, www.staybridge.com. A block of rooms under the name "FACT" is available. There is no cost to you for the hotel accommodations on Thursday evening. Reservation must be made no later than November 30th.

Time: 8:00 a.m. (meeting and a complimentary buffet breakfast will be held concurrently).

Attendees: Officials or employees representing FACT Member Counties.

Designation of a Voting Representative

In order to participate in the nomination and voting process, a Member County must designate one (1) county official or employee to attend as that County's representative with power to nominate and vote on behalf of the County. Only the following form (or a letter on County letterhead including all the provisions of this form), which has been executed by the Chair of the Board of County Commissioners, shall be used to designate the County's authorized representative.

Also note: The individual designated by the County must bring the following executed designation to the Annual Members' Meeting of FACT in order to vote.

To: The Board of Trustees of the Florida Association of Counties Trust (FACT):

Designation Voting Representative to the 2011 Annual Members' Meeting of FACT

Pursuant to the provisions of the FACT Trust Agreement, the undersigned County, a Member of FACT, hereby designates the following official or employee of this County as its voting representative to the 2012 FACT Annual Member Meeting with full authority to nominate the individual to serve as an elected Member Trustee of the FACT Board of Trustees and to cast this County's vote in the election of such FACT Member Trustee at this December 14, 2012, Member Meeting.

Designee's Name

Designee's Office or Position

Certification: I certify that I am the Chair of the County Board of County set forth below and that I am executing this document as such Chair.

County

Printed Name of Chair of County Board

Date Executed

Signature Chair of County Board



December 4, 2012

Honorable Robert A. Cole, Chairman
Santa Rosa County Board of County Commissioners
6495 Caroline Street Suite M
Milton, FL 32570

Dear Chairman Cole,

The Santa Rosa County Health Department has (7) computers, (5) Laptops, (3) printers and (1) copier (see attached list) which, with your permission, we would like to remove from inventory.

This equipment is tracked on the Santa Rosa County inventory. It is outdated in relation to our current system or not in working condition.

Thank you for your time and consideration regarding this matter. Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Del W. Lewis".

Del W. Lewis
Public Health Services Manager

CC: Wanda G. Harris, Santa Rosa County Clerk/BOCC Finance,
Property Inventory Clerk/Accounts Payable

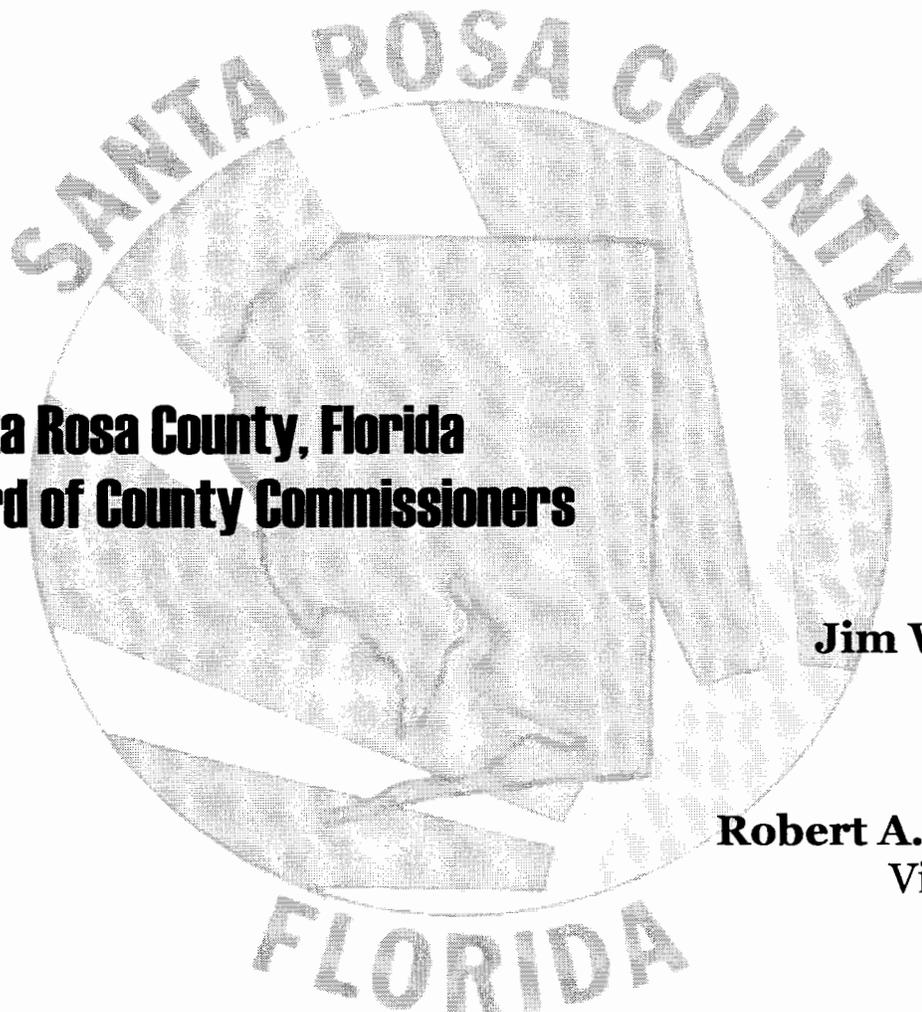
OCO Items

<u>OCO Code</u>	<u>Manufacturer</u>	<u>Model Number</u>	<u>Location</u>
0015OE0115	Dell	Optiplex GX620	Rm 33
0015OE0044	Dell	Optiplex GX270	Rm 33
0015OE0116	Dell	Optiplex GX620	Rm 33
0150OE0211	Dell	Optiplex GX620	Rm 33
0015OE0216	Dell	Optiplex GX620	Rm 33
0015OE0117	Dell	Optiplex GX620	Rm 33
0015OE0119	Dell	Optiplex GX620	Rm 33
0015OE0203	Dell	Latitude D600	Rm 19
0015OE0822	Dell	Latitude D600	Rm 19
0015OE0113	Dell	Latitude D800	Rm 19
0015OE0212	Dell	Latitude D630	Rm 33
0015OE0226	Dell	Latitude D820	Rm 33
0015OE0101	HP	LaserJet 4350tn	Rm 19
0015OE0245	Konica Minolta	Magicolor 4695MF	Rm 19
0015OE0223	Konica Minolta	Magicolor 7450	Rm 19
0015OE0009	Xerox	DC425AC40	Outside Storage Unit

No support documentation for this agenda item.

2012 LEGISLATIVE ISSUES

(25)



Santa Rosa County, Florida Board of County Commissioners

Jim Williamson
Chairman
District 1

Robert A. (Bob) Cole
Vice Chairman
District 2

Don Salter
District 3

Jim Melvin
District 4

Lane Lynchard
District 5

6495 Caroline St.
Milton, FL 32570
Phone: (850) 983-1877
Fax: (850) 983-1856
www.santarosa.fl.gov

1. Opposition to Onsite Sewage Systems Inspection Requirement Legislation

The Santa Rosa County Commission is opposed to any legislation, including **SB 820**, which may impose residential septic tank inspections requirements and fees. Such legislation places a financial burden on residents with fully functional septic systems and on local governments who must administer the program with funding that may not cover the actual cost of the program. Additionally, the “one size fits all” approach does not take into account soil type or geological variations, despite marked differences between the soil and geological conditions existing throughout our state.

Unlike many other counties, in 2000 Santa Rosa County passed local Ordinance 2000-22, which requires inspection by the Florida Department of Health of on-site septic systems whenever a property is sold or conveyed. In addition to this inspection requirement, the ordinance limits the placement of septic systems in certain wetland areas and within certain proximity to bodies of water. The ordinance was adopted by Santa Rosa County after extensive public debate and input from state and federal resources on local soil classifications and the effectiveness of septic systems within those classifications.

Since the inception of Santa Rosa County’s ordinance, 12,746 home sale inspections have occurred. Of this number, only those installed prior to 1984 required to be pumped and only 10% of these required maintenance or repairs. Given the fact that Santa Rosa County has had a functioning septic tank ordinance for 10 years and only a small number of those failed or required repair, the Santa Rosa Board of County Commissioners request that additional legislation regarding onsite sewage system inspection not be adopted by the state.

2. Continued Widening of SR 87

The county is requesting support of **continuing efforts to widen SR 87 from US 98 to the Alabama state line**. Since 2002, four segments totaling 14.8 miles have been widened from two to four lanes or are now under construction. The remaining 38.2 miles are currently in various phases of study or environmental mitigation, however funding is needed to continue through to construction. SR 87 is a strategic highway that fits many different funding opportunities, should they arise: economic stimulus, economic development, regional growth, safety, hurricane evacuation & recovery, and military base access. As evidenced in the 2010 Census, population has grown at a faster pace east of Pensacola over the last 10 years. After US 29/AL 113, the next most viable route north to I-65 is SR 87. The longer segments are being separated into smaller more affordable segments.

3. **Reinstatement of SHIP Funding**

For most families, next to credit issues, saving for down payment and closing costs are the biggest obstacle to homeownership. From 2007-2010, 242 Santa Rosa County families were assisted in purchasing a home utilizing SHIP funding. This **\$2.75 million investment** generated over **\$26.4 million in real estate transactions**. In 2010, no funding was allocated to SHIP jurisdictions. In our continuing slumping economy and weak housing marketing, reinstatement of SHIP funding is key to the recovery of our housing market.

4. **Sea Grass Study & Rehabilitation of Damaged Beds Project**

The commission supports funding of the **sea grass restoration and study project** for the Santa Rosa Sound. The program is anticipated to include rehabilitation of damaged sea grass beds, provide clearly marked deepwater ingress and egress channels for boaters, and signage designating the sea grass protection zones from the Oriole Beach Boat Ramp to the Woodlawn Beach Boat Ramp in south Santa Rosa County. The proposed program supports area interests of environmentalist, boaters and fishermen alike.

5. **Amend Florida Statues 328.72(15)**

As a result of **HB7175** passed during the 2006 legislative session, the wording "other boating-related activities" was deleted from 328.72(15). As a result of this change, counties can no longer utilize vessel registration funds for artificial reef development, or as match to secure limited federal artificial reef construction dollars from the Florida Wildlife Conservation Commission artificial reef program. Prior to HB7175, Santa Rosa County and other Florida counties had a reliable source of funding for artificial reef projects- especially materials of opportunity. Because HB7175 eliminated that local funding option, there is now higher competition for the Florida Fish and Wildlife Conservation Commission artificial reef grants.

As artificial reefs represent legitimate and important components of Florida's tourism economy and coastal counties depend on sufficient marine infrastructure to meet citizen and tourist demands, the Board requests that **Chapter 328.72(15)** be amended to include the development of artificial reefs.

6. Direct Request Initiatives

In recognition of the anticipated shortfalls in revenue available to the State of Florida for the short-term and potentially the medium-term, the Santa Rosa County Board of Commissioners has no requests for State appropriations for specific project or initiatives during upcoming legislative session. Given the inevitable reductions, the Board requests that revenue and programmatic reductions impacting counties be proportional to all reductions.

Additionally, the Board requests that care be given by the Legislature when dealing with revenue shortfall to resist transferring/shifting functions and responsibilities to county government in the form of unfunded mandates or masked mandates.

7. General Support Initiatives in priority order

- Continued funding of the **Florida Defense Infrastructure Grants** supporting the County's procurement of property proximate to NAS Whiting Field to reduce encroachment of development and incompatible uses which impair the mission and continued viability of Whiting and its outlying fields.
- Continued funding of **State-Aid to libraries** program which is long-standing partnership between State of Florida and local governments to provide quality library services for our mutual residents/constituents. This becomes even more important during economic downturns as libraries provide books and other material free and also serve as conduit to employment and benefit databases necessary for those seeking employment and related services.
- Support the inclusion of funding of **roadway access by Northwest Florida Water Management District** (NFWMD) in its program of purchasing environmentally sensitive property for public use. In prior years, the NFWMD has purchased environmentally sensitive property, but has not purchased the roadway access simultaneously. In several such purchases in Santa Rosa County, public access for boat ramps was purchased, but access to the property was excluded. The County purchased the property for access after-the-fact, which was extremely time consuming and expensive. Urge NFWMD to make provisions for right-of-way or access to property purchases for public use and access.
- Continued funding of **Florida Forever** program which purchases environmentally sensitive lands and places into conservation uses in perpetuity. Santa Rosa County has participated in partnership with State and Federal governments to purchase environmentally sensitive property adjacent to Clear Creek with the dual purpose of protecting this environmentally sensitive watershed and also buffer NAS Whiting Field from developmental encroachment.

NOTICE OF PUBLIC HEARING

WHEREAS, ~~Raymond M. Kutch~~ and Kimberly A. Kutch, have petitioned to vacate, abandon, discontinue and renounce any interest and right of the public in and to the following described property to wit:

A one (1) foot-wide non-access easement running from the southern end of Le Grande Court northerly for a distance of 435.60 ft. along the westerly side of Le Grande Court, which is a portion of Willard Norris Court, according to the plat thereof as recorded in PB "D" PG "86" of the Public Records of Santa Rosa County, Florida.

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

NOW THEREFORE, all interested persons and the public generally are directed that a public hearing upon the above mentioned Petition, shall be held by the Board of County Commissioners of Santa Rosa County, Florida, in the Commissioners Meeting Room in the Santa Rosa County Administrative Center located at 6495 Caroline Street, Milton, Florida on the 13th day of December, 2012, at the hour of 9:30 a.m. cst/cdst, or as soon thereafter as the matter can be considered.

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

If you wish to comment on the matter and are unable to attend the meeting, you may register your comments in writing to Santa Rosa County, Administrative Services Department, 6495 Caroline Street, Suite J, Milton, Florida 32570, Attention: Tammy Simmons. They will be considered just the same as if you were present. If you have questions, you may direct them in writing to the above address or call Rebecca Welch at (850) 983-1940.

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.

PLAT BOOK 878

WILLARD NORRIS COURT
 A SUBDIVISION OF A PORTION OF SECTION 10, TOWNSHIP 3 NORTH, RANGE 89 WEST,
 SANTA ROSA COUNTY, FLORIDA.

DATE: APRIL 1907

THE UNDERSIGNED BEING A PERSON HAVING KNOWLEDGE OF THE FACTS AND CIRCUMSTANCES OF THE MATTER, and being duly sworn, depose and say that the above is a true and correct copy of the original plat of the subdivision of the land herein described, as the same was approved by the Board of Supervisors of Santa Rosa County, Florida, on the 11th day of April, 1907, and that the same was duly recorded in the public records of said county, to-wit: in Book 878 of the Public Records of said county, at page 10.

WILLARD NORRIS, Surveyor.

OWNER & DEVELOPER, BY:
 HANSON AND HOLT ENGINEERS, INC.
 2428 OLD BREVARD RD.
 MILTIDY FL. 32200
 PHONOS: 1-904-241-1000

SURVEYED & PREPARED BY:
 LEWIS J. PARKER
 8548 WEST WINDFORD DR.
 PENSACOLA, FL. 32508
 PHONE 9-188-2828

DISTRICT OF FLORIDA
 IN SENATE JANUARY 17, 1907
 REPORTED AND APPROVED BY
 JOHN H. HARRIS, Surveyor General

ALL RIGHTS RESERVED

THE SURVEYING INSTRUMENTS USED IN THIS SURVEY WERE CALIBRATED BY THE SURVEYOR GENERAL OF FLORIDA AT THE TIME OF THE SURVEY AND FOUND TO BE ACCURATE AND CORRECT.

ALL DISTANCES MEASURED ON THIS SURVEY WERE MEASURED BY THE SURVEYOR IN PERSON OR BY HIS ASSISTANTS UNDER HIS CLOSE PERSONAL SUPERVISION AND THE SAME WERE MEASURED BY THE USE OF THE MOST ACCURATE INSTRUMENTS AND METHODS AVAILABLE AT THE TIME OF THE SURVEY.

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LOT CURVE DATA

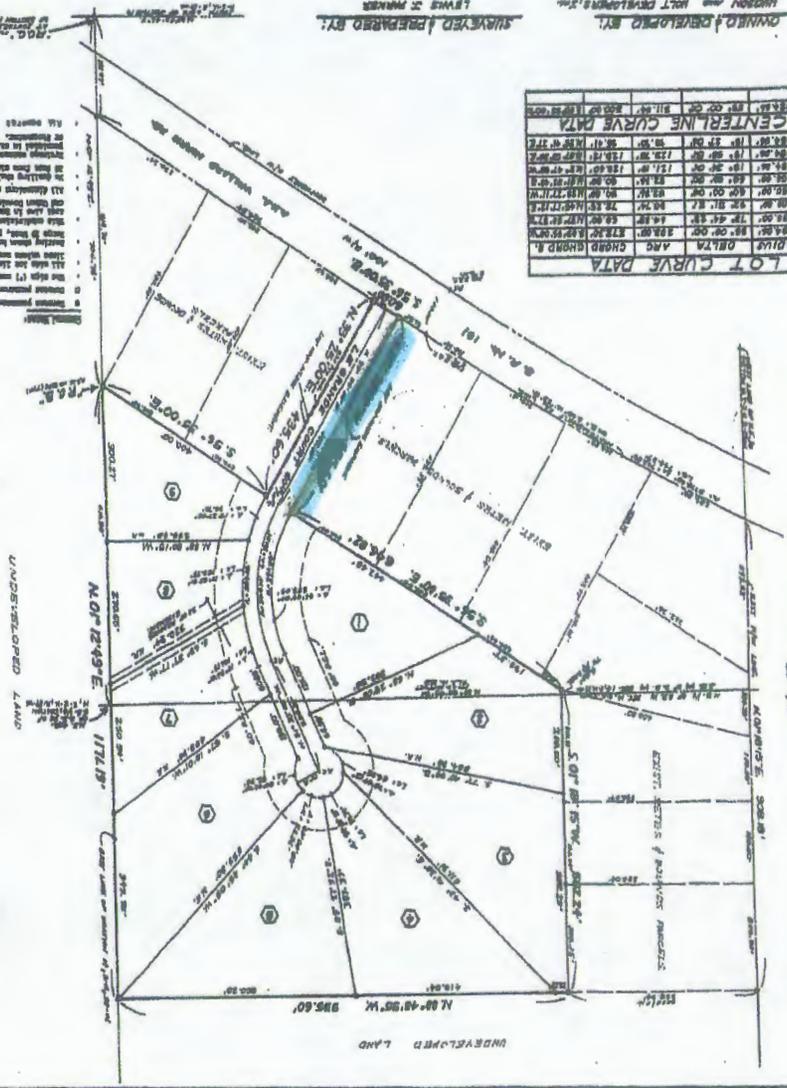
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1	88.00'	88.00'	88.00'	88.00'	88.00'	88.00'	88.00'	88.00'
2	78.44'	78.44'	78.44'	78.44'	78.44'	78.44'	78.44'	78.44'
3	68.00'	68.00'	68.00'	68.00'	68.00'	68.00'	68.00'	68.00'
4	58.00'	58.00'	58.00'	58.00'	58.00'	58.00'	58.00'	58.00'
5	48.00'	48.00'	48.00'	48.00'	48.00'	48.00'	48.00'	48.00'
6	38.00'	38.00'	38.00'	38.00'	38.00'	38.00'	38.00'	38.00'
7	28.00'	28.00'	28.00'	28.00'	28.00'	28.00'	28.00'	28.00'
8	18.00'	18.00'	18.00'	18.00'	18.00'	18.00'	18.00'	18.00'
9	8.00'	8.00'	8.00'	8.00'	8.00'	8.00'	8.00'	8.00'

CENTRAL CURVE DATA

STATION	CHORD	BEARING	CHORD	BEARING
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2	100.00'	89.99'	100.00'	89.99'
3	100.00'	89.98'	100.00'	89.98'
4	100.00'	89.97'	100.00'	89.97'
5	100.00'	89.96'	100.00'	89.96'
6	100.00'	89.95'	100.00'	89.95'
7	100.00'	89.94'	100.00'	89.94'
8	100.00'	89.93'	100.00'	89.93'
9	100.00'	89.92'	100.00'	89.92'
10	100.00'	89.91'	100.00'	89.91'
11	100.00'	89.90'	100.00'	89.90'
12	100.00'	89.89'	100.00'	89.89'
13	100.00'	89.88'	100.00'	89.88'
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15	100.00'	89.86'	100.00'	89.86'
16	100.00'	89.85'	100.00'	89.85'
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18	100.00'	89.83'	100.00'	89.83'
19	100.00'	89.82'	100.00'	89.82'
20	100.00'	89.81'	100.00'	89.81'
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31	100.00'	89.70'	100.00'	89.70'
32	100.00'	89.69'	100.00'	89.69'
33	100.00'	89.68'	100.00'	89.68'
34	100.00'	89.67'	100.00'	89.67'
35	100.00'	89.66'	100.00'	89.66'
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51	100.00'	89.50'	100.00'	89.50'
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55	100.00'	89.46'	100.00'	89.46'
56	100.00'	89.45'	100.00'	89.45'
57	100.00'	89.44'	100.00'	89.44'
58	100.00'	89.43'	100.00'	89.43'
59	100.00'	89.42'	100.00'	89.42'
60	100.00'	89.41'	100.00'	89.41'
61	100.00'	89.40'	100.00'	89.40'
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63	100.00'	89.38'	100.00'	89.38'
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65	100.00'	89.36'	100.00'	89.36'
66	100.00'	89.35'	100.00'	89.35'
67	100.00'	89.34'	100.00'	89.34'
68	100.00'	89.33'	100.00'	89.33'
69	100.00'	89.32'	100.00'	89.32'
70	100.00'	89.31'	100.00'	89.31'
71	100.00'	89.30'	100.00'	89.30'
72	100.00'	89.29'	100.00'	89.29'
73	100.00'	89.28'	100.00'	89.28'
74	100.00'	89.27'	100.00'	89.27'
75	100.00'	89.26'	100.00'	89.26'
76	100.00'	89.25'	100.00'	89.25'
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86	100.00'	89.15'	100.00'	89.15'
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89	100.00'	89.12'	100.00'	89.12'
90	100.00'	89.11'	100.00'	89.11'
91	100.00'	89.10'	100.00'	89.10'
92	100.00'	89.09'	100.00'	89.09'
93	100.00'	89.08'	100.00'	89.08'
94	100.00'	89.07'	100.00'	89.07'
95	100.00'	89.06'	100.00'	89.06'
96	100.00'	89.05'	100.00'	89.05'
97	100.00'	89.04'	100.00'	89.04'
98	100.00'	89.03'	100.00'	89.03'
99	100.00'	89.02'	100.00'	89.02'
100	100.00'	89.01'	100.00'	89.01'



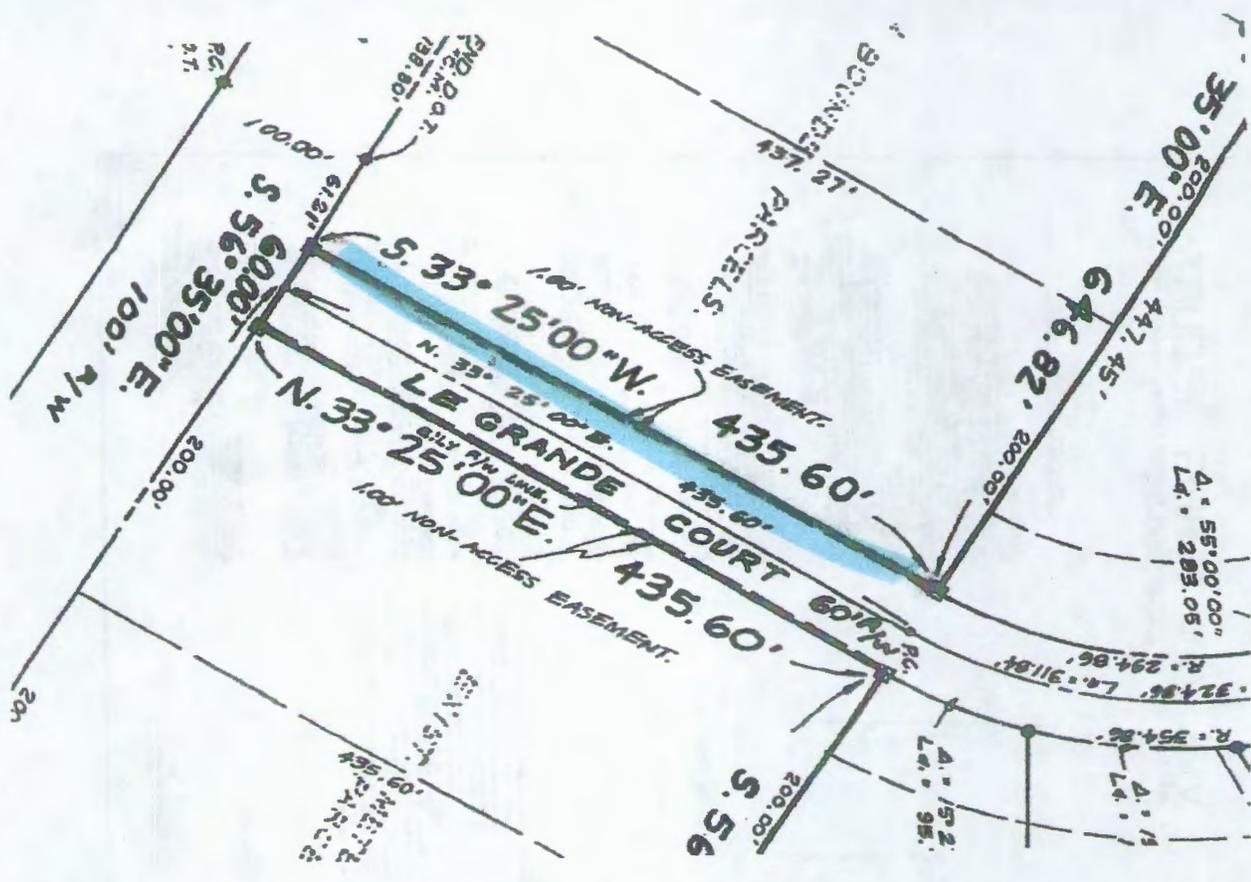
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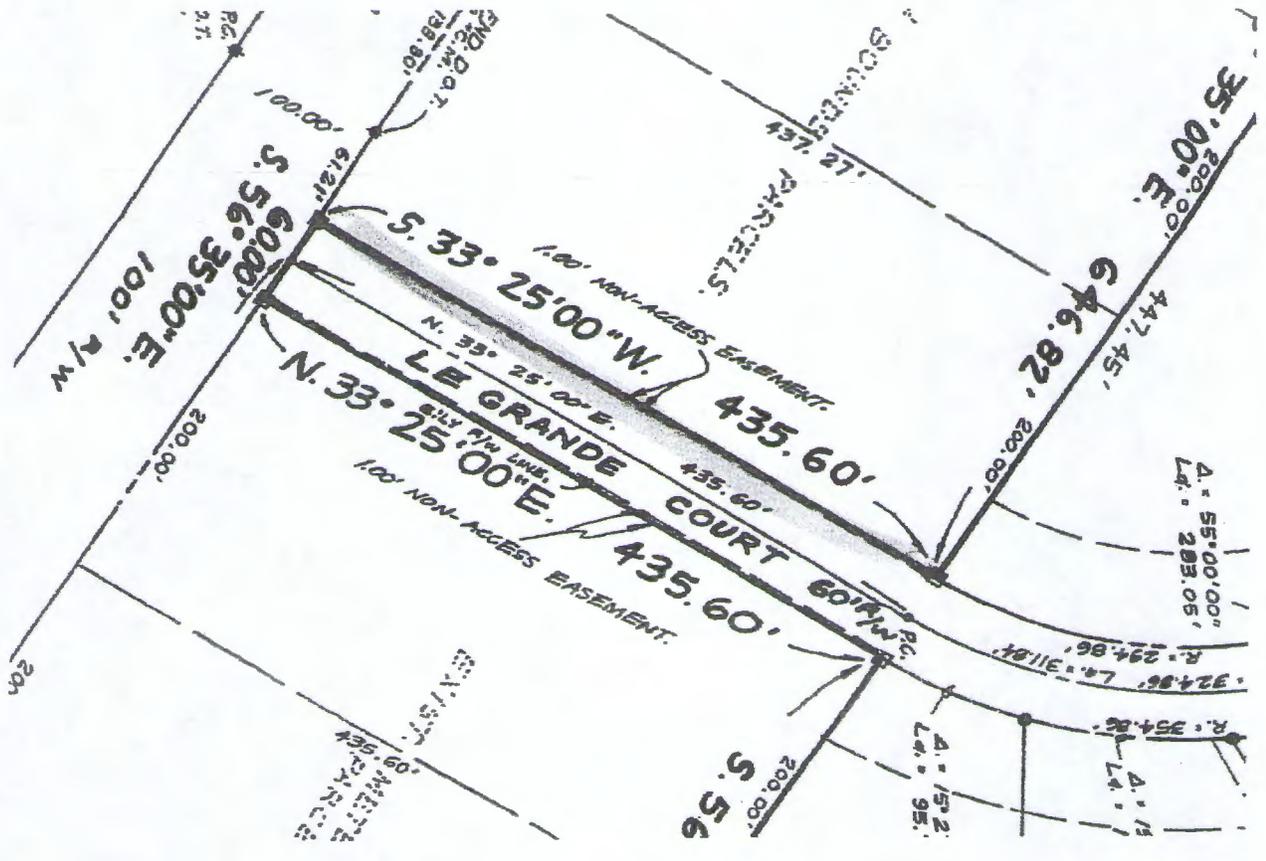


COUNTY ROAD 1000

UNDEVELOPED LAND

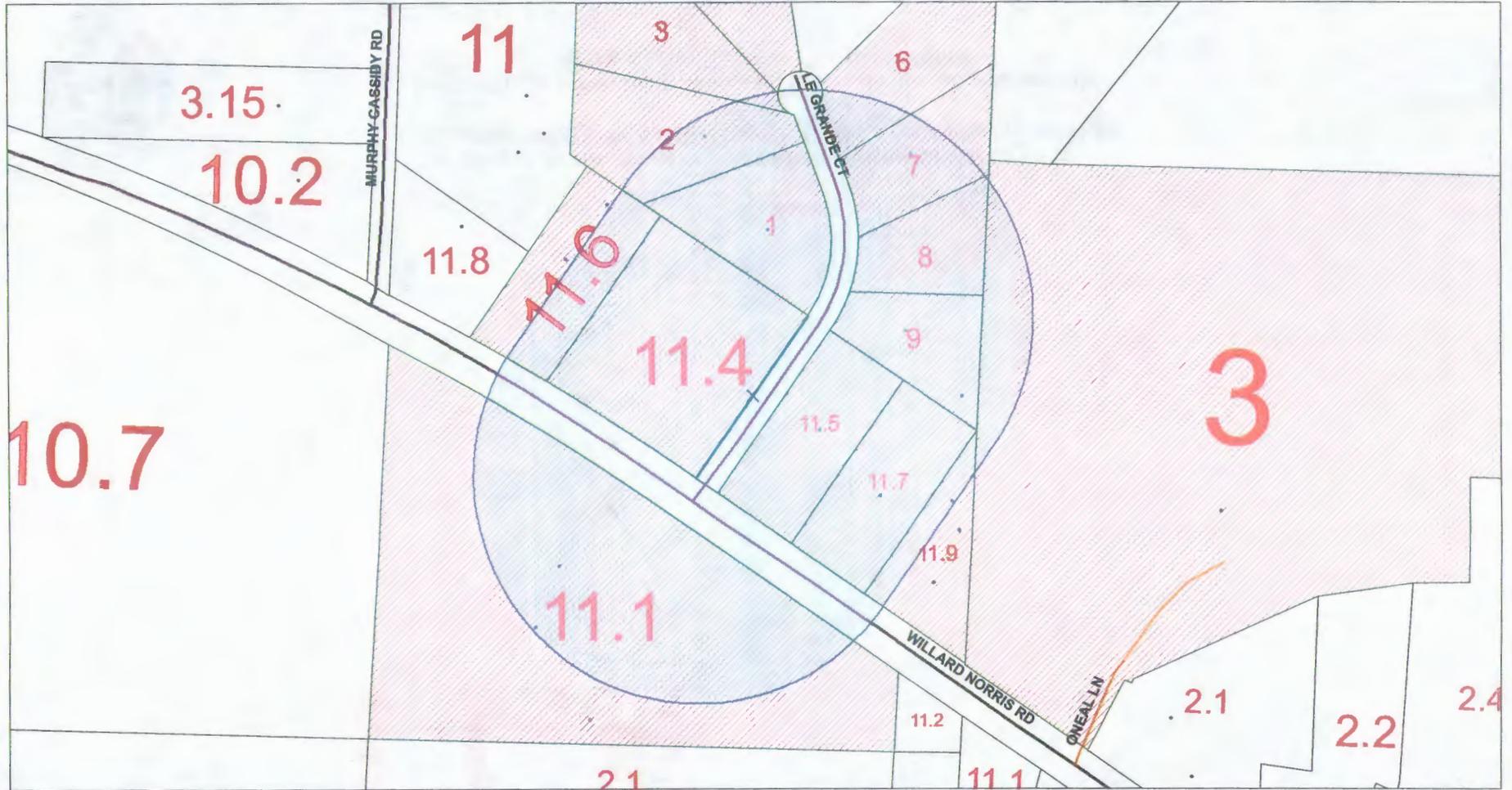
UNDEVELOPED LAND





Gregory S. "Greg" Brown, C.F.A.

Santa Rosa County Property Appraiser



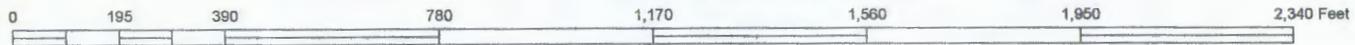
LEGEND

- Selected Parcels
- 500' Radius
- Variance Boundary



SANTA ROSA COUNTY PROPERTY APPRAISER'S OFFICE
VACATION MAP FOR Santa Rosa Co. BOCC Administrative Services

SUBJECT OF VACATION: A one (1) foot wide non-access easement
on the westerly side of Le Grande Court.

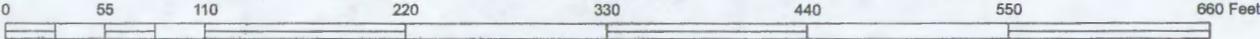


Gregory S. "Greg" Brown, C.F.A.
Santa Rosa County Property Appraiser



SANTA ROSA COUNTY PROPERTY APPRAISER'S OFFICE
VACATION MAP FOR Santa Rosa Co. BOCC Administrative Services

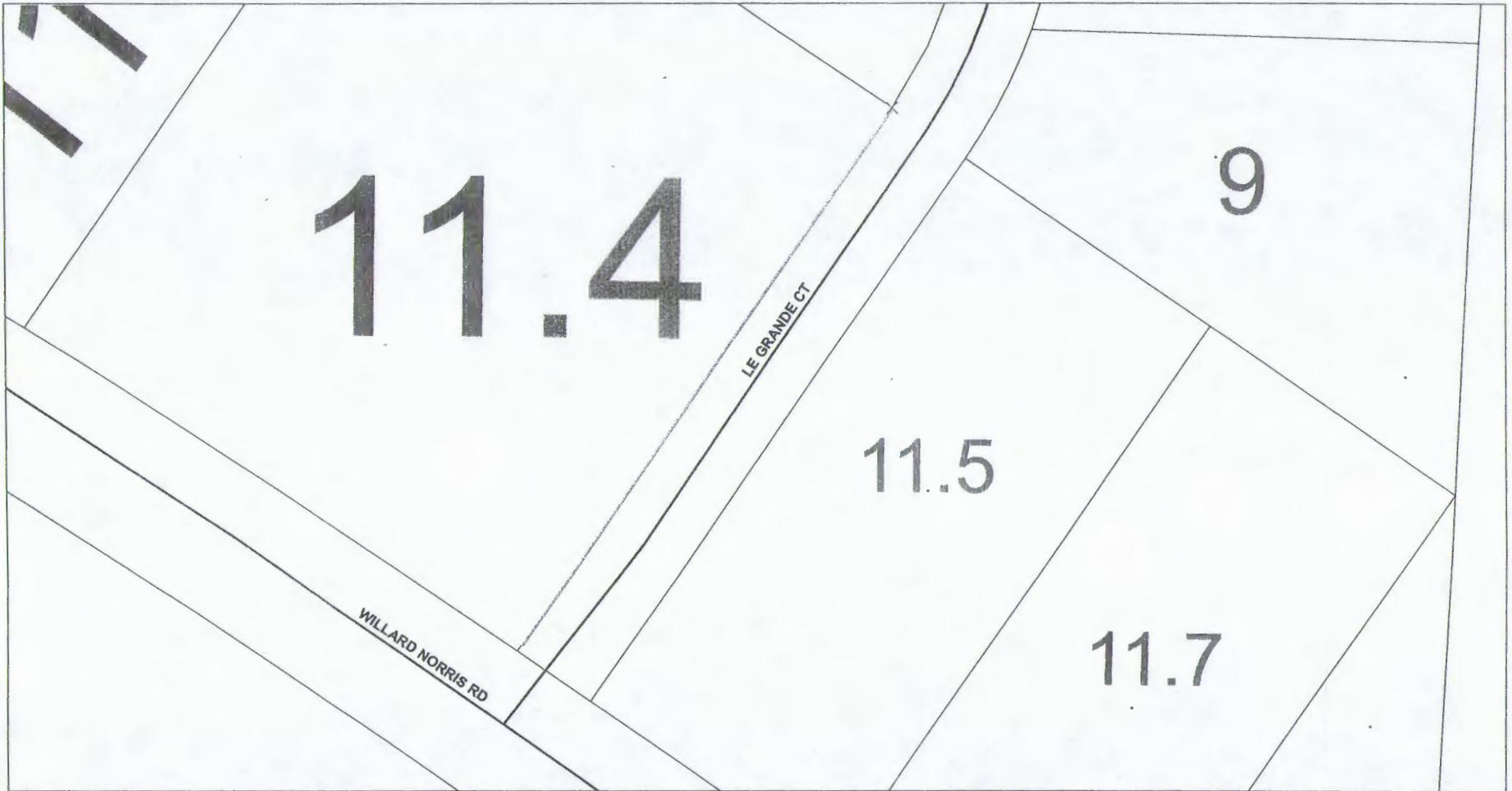
SUBJECT OF VACATION: A one (1) foot wide non-access easement
on the westerly side of Le Grande Court.



LEGEND

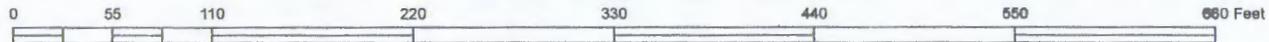
-  Selected Parcels
-  Variance Boundry

Gregory S. "Greg" Brown, C.F.A.
Santa Rosa County Property Appraiser



SANTA ROSA COUNTY PROPERTY APPRAISER'S OFFICE
VACATION MAP FOR Santa Rosa Co. BOCC Administrative Services

SUBJECT OF VACATION: A one (1) foot wide non-access easement
on the westerly side of Le Grande Court.



LEGEND

-  Selected Parcels
-  Variance Boundry

NOTICE OF PUBLIC HEARING

WHEREAS, T. A. "Ted" Borowski, Jr., representing Robert E. Ostrander, has petitioned to vacate, abandon, discontinue and renounce any interest and right of the public in and to the following described property to wit:

The westerly 1.5 feet of the drainage easement on the east and northerly 0.2 feet of the drainage easement of the south side of Lot 11, Block B of Magnolia Harbor, Subdivision as described in PB "G" PG "96".

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

NOW THEREFORE, all interested persons and the public generally are directed that a public hearing upon the above mentioned Petition, shall be held by the Board of County Commissioners of Santa Rosa County, Florida, in the Commissioners Meeting Room in the Santa Rosa County Administrative Center located at 6495 Caroline Street, Milton, Florida on the 13th day of December, 2012, at the hour of 9:30 a.m. cst/cdst, or as soon thereafter as the matter can be considered.

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

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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.

MAGNOLIA HARBOR

PLAT # 00876 SUB # 2325

PLAT BOOK ~~"A"~~, PG. ~~54~~

G

96



MAGNOLIA HARBOR

PLAT # 00876 SUB # 2325

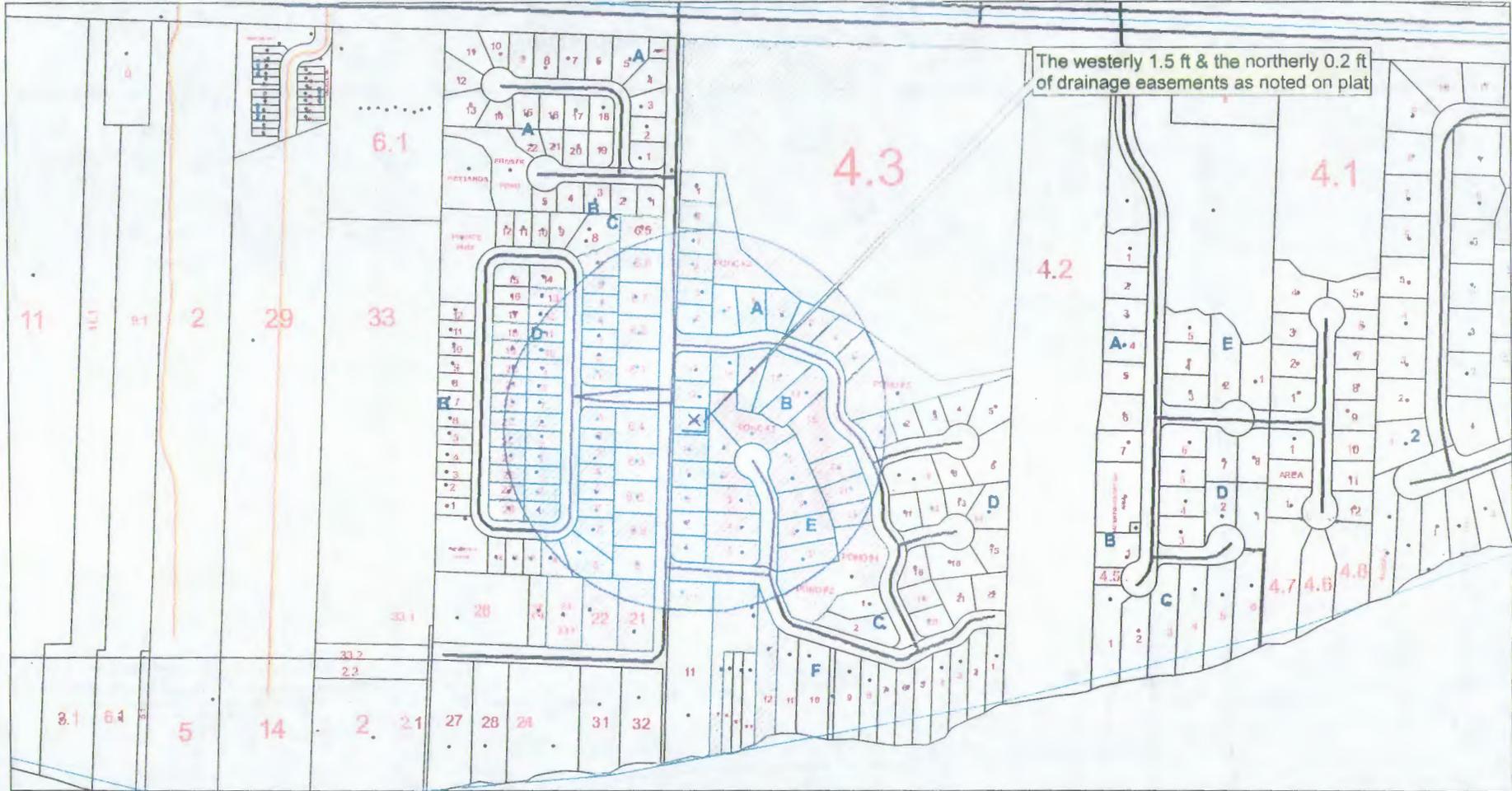
PLAT BOOK "~~A~~", PG. ~~54~~

G

96



Gregory S. "Greg" Brown, C.F.A.
Santa Rosa County Property Appraiser



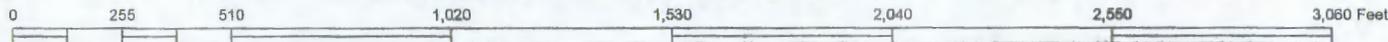
LEGEND

- Selected Parcels
- 500' Radius
- Variance Boundary

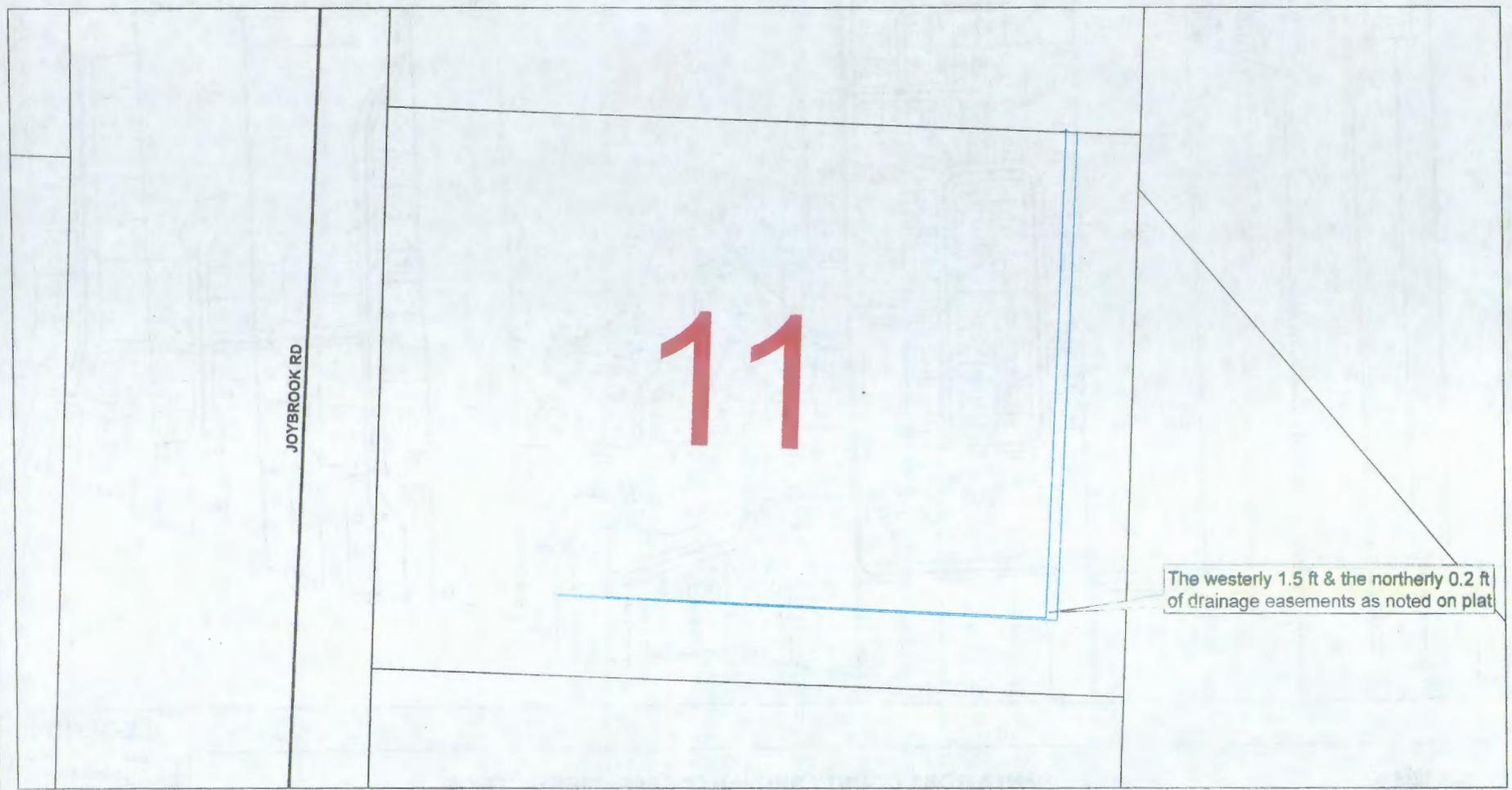


SANTA ROSA COUNTY PROPERTY APPRAISER'S OFFICE
VACATION MAP FOR Santa Rosa Co. BOCC Administrative Services

SUBJECT OF VACATION: A portion of the drainage easements, per description provided, lying within Lot 11, Block B, per plat of Magnolia Harbor Subdivision, PB "G" PG "96"

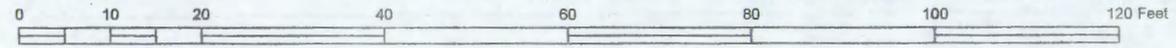


Gregory S. "Greg" Brown, C.F.A.
Santa Rosa County Property Appraiser



SANTA ROSA COUNTY PROPERTY APPRAISER'S OFFICE
VACATION MAP FOR Santa Rosa Co. BOCC Administrative Services

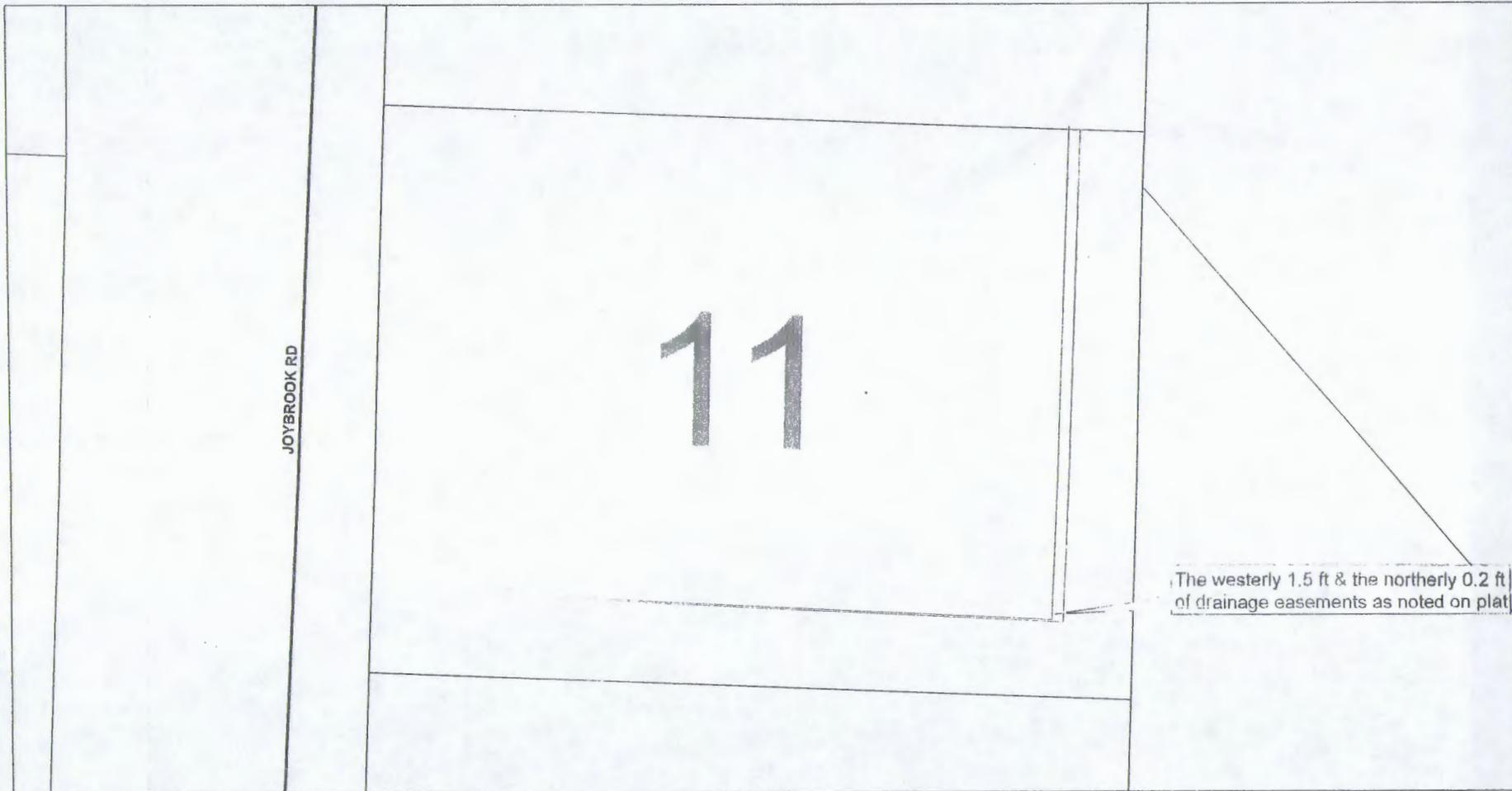
SUBJECT OF VACATION: A portion of the drainage easements, per description provided, lying within Lot 11, Block B, per plat of Magnolia Harbor Subdivision, PB "G" PG "96"



LEGEND

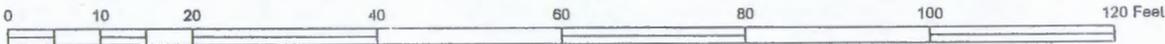
-  Selected Parcels
-  Variance Boundary

Gregory S. "Greg" Brown, C.F.A.
Santa Rosa County Property Appraiser



SANTA ROSA COUNTY PROPERTY APPRAISER'S OFFICE
VACATION MAP FOR Santa Rosa Co. BOCC Administrative Services

SUBJECT OF VACATION: A portion of the drainage easements, per description provided, lying within Lot 11, Block B, per plat of Magnolia Harbor Subdivison , PB "G" PG "96"



LEGEND

-  Selected Parcels
-  Variance Boundary

RESOLUTION NO. 2012 - ____

WHEREAS, Chapter 125, Florida Statutes, authorizes Santa Rosa County to establish Municipal Service Benefit Units for the provision of various facilities, services, projects, and/or improvements; and

WHEREAS, the Board of County Commissioners of Santa Rosa County has proposed to establish Municipal Service Benefit Units for the purpose of road paving or construction, road impact construction, storm water improvements, potable water, fire protection, sanitary sewer construction, canal maintenance, street lighting, fire hydrant installation, or any other purpose authorized by law,

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Santa Rosa County, Florida:

1. The Board of County Commissioners of Santa Rosa County intends to use the uniform method for the levy, collection, and enforcement of non-ad valorem assessments, as provided in Florida Statute 197.3632. Said non-ad valorem assessments shall be implemented for the purposes of road paving or construction, road impact construction, storm water improvements, potable water, fire protection, sanitary sewer construction, canal maintenance, street lighting, fire hydrant installation, or any other purpose authorized by law.
2. Such non-ad valorem assessments are needed in order to fund the above referenced services and facilities and to insure that the citizens who receive the benefit from such services and facilities also contribute to the funding of said services and facilities.

3. All property in the boundaries of Santa Rosa County shall be subject to the above referenced non-ad valorem assessments.

PASSED AND ADOPTED this 13th day of December, 2012, by a vote of yeas, nays, and absent of the Board of County Commissioners of Santa Rosa County, Florida.

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

ATTEST:

By: _____
Chairman

Clerk of Court



SANTA ROSA COUNTY ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

www.santarosa.fl.gov

Preliminary
Engineers Report
December 10, 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 December 13, 2012 at 9:00 a.m. in Milton, Florida.

1. Discussion of the lead abatement removal change order for the Navarre Beach Bridge in the amount of \$769,497.20 to Structural Preservation Systems. (Attachment A)
2. Discussion of the Peter Prince Airport Master Plan and Airport Layout Plan (ALP). (Attachment B)
3. Recommend approval of Final Plat for Forest at Oriole Beach, a 25 lot subdivision of a portion of Section 31, Township 2 South, Range 28 West, Santa Rosa County, Florida. (Working District 5)

Location: ¾ mile, more or less, South on Oriole Beach Road from U.S 98, property is on the West side of the road.
4. Recommend approval of Final Plat for Riverview Estates, a 24 lot subdivision a portion of Section 8, Township 2 South, Range 26 West, Santa Rosa County, Florida. (Working District 4)

Location: ¼ mile, more or less, West on East Bay Boulevard from Highway 87 South, property located on the north side of East Bay Boulevard.



651 East Burgess Road, Suite 53
Pensacola, FL 32504
850.477.7485
Fax 850.477.7517
www.110-1110.com
www.volkert.com

November 16, 2012

Mr. Michael Schmidt, PE
Assistant County Engineer
6051 Old Bagdad Hwy, Ste. 300
Milton, FL 32583

RE: Lead Abatement Recommendation
Project No.: 406942
Description: Navarre Bridge Rehabilitation

Mr. Schmidt,

The Prime Contractor for the current bridge rehabilitation contract, Structural Preservation Systems, LLC, took several samples throughout the bridge structure on November 9, 2012. The samples were tested by an EPA Certified Laboratory and indicated a lead concentrate of 10.329% by weight (see attached results). The federal definition of lead-based paint is 0.5% by weight or greater.

Volkert, Inc. collected and tested verification samples on November 16, 2012. The samples were sent to a different EPA Certified Laboratory and also indicated portions of the bridge to be well above the federal definition of lead-based paint.

The bridges existing paint layers are scaling and need to be removed in order to obtain a clean surface for the new coating system will adhere properly. Volkert recommends that the additional work associated with the Lead Abatement be approved and completed so that bridge can be coated lead free and provide an environmentally safe protective coating.

Please contact me if any additional information is required.

Sincerely,

Frank C. Tucker III, P.E.
Project Administrator

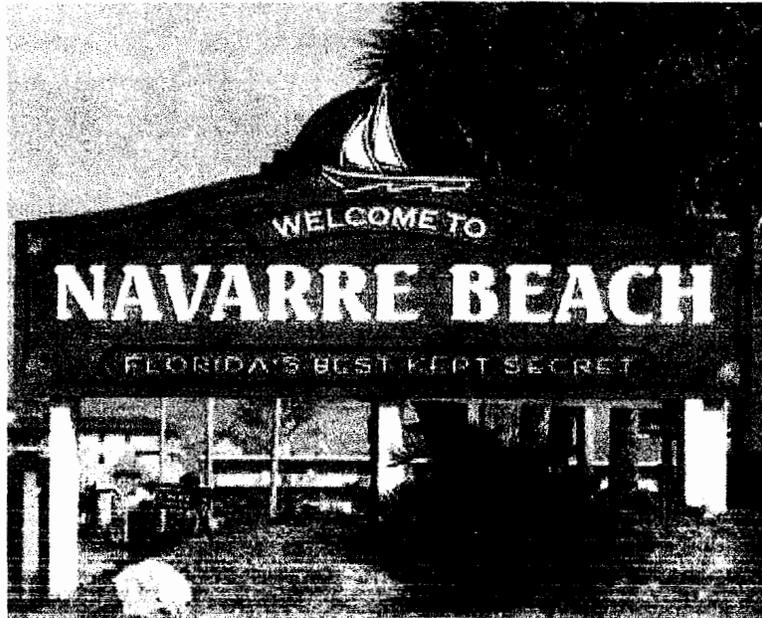
Office Locations:

Mobile, Birmingham, Foley, Alabama • New Orleans, Louisiana • Ft. Walton Beach, Miami, Pensacola, Tampa, Florida • Dalton, Georgia
Chattanooga, Tennessee • Alexandria, Virginia • Washington, D.C.

STRUCTURAL LEAD ABATEMENT PRICING BREAKDOWN

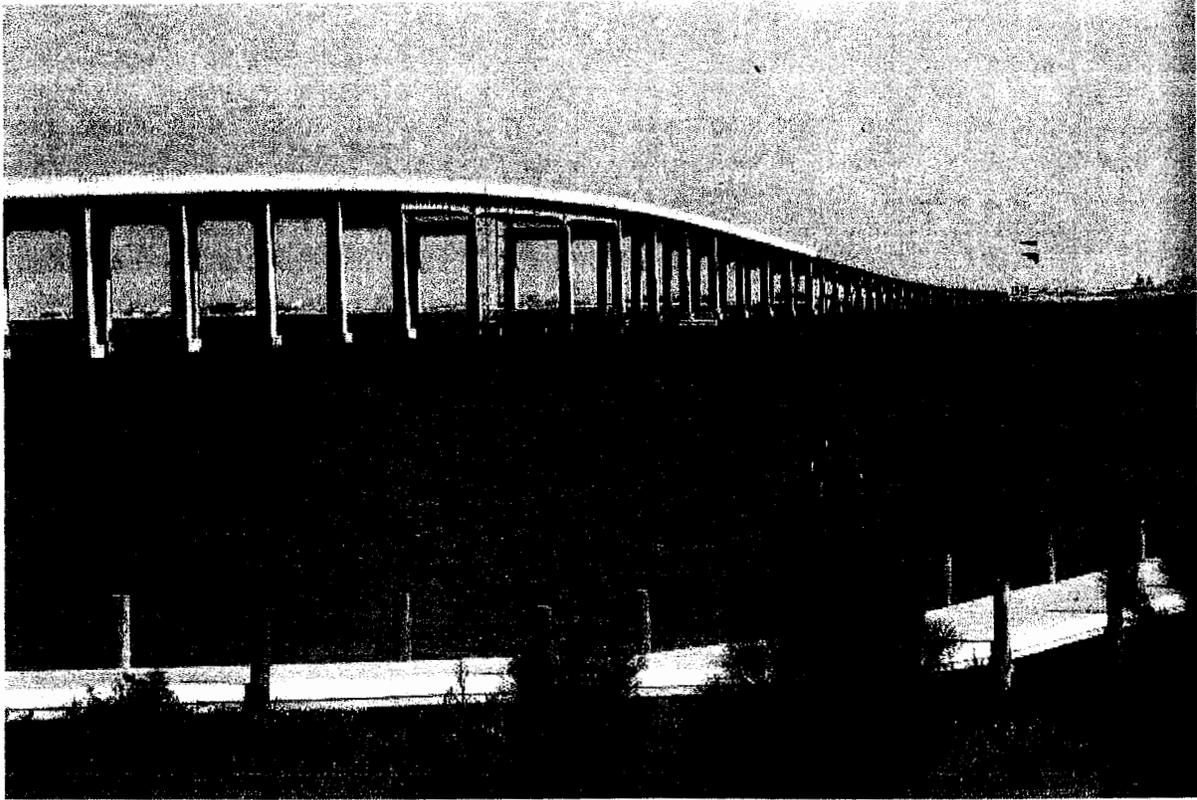
	Start Date	End Date	Total Weeks	Direct Cost	Additional Days of Work	Additional Hours of Work	Out of Town Costs	Total Contract Increase	Notes
Additional MOT	1/8/2013	3/1/2013	9.00					\$ 50,253.06	\$6,514 Per Week, same as schedule of values
General Conditions									
Project Manager	12/14/2012	3/1/2013	13.00	\$ 62.40	21.00	168.00	2,260.13	\$ 12,743.33	1.5 additional days per week or 3 days every other week.
Project Engineer	11/29/2012	3/1/2013	16.00	\$ 45.24	92.00	736.00	9,901.50	\$ 43,198.14	Full Time PE onsite
Superintendent	12/14/2012	3/1/2013	13.00	\$ 58.50	13.00	104.00	-	\$ 6,084.00	Overtime Pay
Out of Town Costs				\$ 107.63	113.00			\$ 12,161.63	Lodging & Per Diem for PM & PE
Application of EnviroPrep - PreBlast Treatment				\$ 49,059				\$ 49,059.00	
Hazardous Waste Management and Disposal				\$ 134,320				\$ 134,320.00	
Lead Coating Removal				\$ 266,317				\$ 266,317.00	
Testing, Monitoring, and Record Keeping				\$ 28,060				\$ 28,060.00	
Decontamination				\$ 33,444				\$ 33,444.00	
Subtotal								\$ 623,478.53	
Overhead 10%								\$ 62,347.85	
Profit 10%								\$ 68,582.64	
Bond @ 2%								\$ 15,088.18	
Grand Total								\$ 769,497.20	

Proposal for Lead Abatement Bridge Rehabilitation of CR 399 Over Santa Rosa Sound and Santa Rosa Sound Relief



structural

Structural Preservation Systems, LLC
Florida West Branch
6503 19th Street East, Unit F
Sarasota, FL 34243
Phone: (941) 758-9090
Fax: (941) 758-9099
www.structural.net



Date:	November 30, 2012
Project No.:	406942
Eng Project No:	232301.04

Submitted to:	Mr. Frank C. Tucker III, PE Project Engineer Volkert Construction Services, Inc. 651 East Burgess Rd, Suite 53 P.O. Box 11428 Pensacola, FL 32524-1428
CC:	n/a

Submitted by:	Stephen Johnson, Project Manager (314) 753-6524 mobile sjohnson@structural.net
STRUCTURAL cc:	Bob Stone, Branch Manager Brian Weber, Estimator Matt Shane, Director of Sales -Southeast

Our Commitment: Safety 24/7

1 INTRODUCTION

Thank you for giving STRUCTURAL the opportunity to prepare a cost estimate for the above referenced project. STRUCTURAL trusts that we have provided adequate detail for your evaluation and that we have expressed our continued desire to work with Volkert and Santa Rosa County on this project. The following outlines the project scope of services, working conditions, exclusions and support by others, safety considerations, estimated schedule, financial, suggested next steps, and attachments as they relate to this project.

2 SCOPE OF SERVICES

A. Work Area:

This proposal includes abating the lead paint in areas specified in the project drawings dated 6.29.12, work item 20, pay item 0561-1, Coating Existing Structural Steel.

B. Scope of Work:

STRUCTURAL proposes to provide all necessary labor, material, equipment, and supervision (except as noted below) to perform the following scope of work:

1. Provide Additional Maintenance of Traffic.
2. Hazardous Waste Management and Disposal.
3. Testing, Monitoring, and Record Keeping.
4. Application of EnviroPrep – PreBlast Treatment.
5. Lead Coating Removal by Means of Abrasive Blasting.
6. Decontamination and Replacement of Tools / Equipment.
7. General Conditions.

C. Special Considerations:

1. This proposal is contingent upon written approval to proceed to be provided no later than COB December 14, 2012. If written notice to proceed has not been provided by this time, delay costs may be incurred.

3 WORKING CONDITIONS

- A. As previously agreed upon.
- B. Additional storage in lay down area will be necessary, to be provided by others.

4 EXCLUSIONS AND SUPPORT BY OTHERS

The following items and associated costs are excluded from our estimate.

- A. As previously agreed upon.
- B. Unobstructed access to Work areas.

- C. Items contained within the above referenced drawings and/or narrative that are not specifically included in Scope Items above.
- D. Additional Staging area in close proximity to work area for decontamination, conex box, equipment, supplies, mixing materials, etc...
- E. Delays associated with inclement weather, client delays, engineering delays, acts of god.
- F. Damage to embedded utilities.
- G. Parking for service vehicles.
- H. Access and egress to work area

5 SAFETY CONSIDERATIONS

Safety is a core principle – there is nothing more important in what we do, 24/7. We owe it to our clients. We owe it to our employees. We owe it to the families of those that count on us. It's a moral and ethical requirement of our business.

STRUCTURAL's Frontline Safety Program in combination with a project-specific Safety Execution Plan will ensure that safety will be a primary measurement of success on this project.

6 ESTIMATED SCHEDULE

The scope of work as scheduled above will add (6) weeks to the current March 1, 2013 contractual end date of topside shut down work. Please let us know if this is not acceptable and we can discuss revisions.

7 FINANCIAL

A. Fees:

The budgetary price to perform the work as outlined above is as follows:

Additional MOT	\$ 50,253.06
General Conditions	
Project Manager	\$ 12,743.33
Project Engineer	\$ 43,198.14
Superintendent	\$ 6,084.00
Out of Town Costs	\$ 12,161.63
Application of EnviroPrep - PreBlast Treatment	\$ 49,059.00
Hazardous Waste Management and Disposal	\$ 134,320.00
Lead Coating Removal	\$ 266,317.00
Testing, Monitoring, and Record Keeping	\$ 28,060.00

Our Commitment: Safety 24/7

Decontamination	\$ 33,444.00
Subtotal	\$ 623,478.53
Overhead 10%	\$ 62,347.85
Profit 10%	\$ 68,582.64
Bond @ 2%	\$ 15,088.18
Grand Total	\$ 769,497.20

* Our cost estimate is based upon the above noted Scope of Services, Working Conditions, Exclusions, Support by Others, and schedule requirements. Changes to these items may affect cost and/or schedule.

B. Terms:

- As previously agreed.

8 SUGGESTED NEXT STEPS

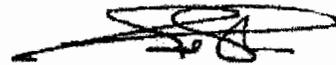
A. We look forward to hearing from you after you have had a chance to review this submittal. At that time we would suggest scheduling a meeting to discuss any concerns or questions that you may have regarding this estimate. This will help us assure you superior results. Final pricing will be based upon receipt of final approval by Volkert. We look forward to continuing to work with you on this important project!

9 ATTACHMENTS

The following attachments have been provided for your reference:

A. *Why Us?*

Respectfully,



Stephen Johnson
Project Manager

Accepted By _____ Title _____

Typed/Printed Name _____ Date _____

ATTACHMENT A

Why Us?

<p>We're Driven By A Vision</p> <p><i>Striving To Be World Class</i></p>	<p>"Leadership"... in everything we do as a world-class innovative & engineered specialty construction and services organization...delivering superior value for our clients.</p> <ol style="list-style-type: none"> 1. Diversified Proprietary Technology - Superior results 2. Engineering Capabilities - Dependable design support 3. Bundled Services - Efficient and effective 4. Safely Delivered - First priority 5. Trusted Relationships - Conducting business for the long-term 6. Operational Excellence - Quality first time, every time 7. Collaboration - Integrating best resources and utilizing best practices
<p>A Strategy Based On Providing Superior Value</p> <p><i>Its What We Do For A Living - EVERYDAY</i></p>	<p>"Solve Problems"...reducing risks and preventing the most common root causes of construction issues, including:</p> <ol style="list-style-type: none"> 1. Insufficient Performance - Including structural strength, material deterioration, failed moisture control and structural vulnerability 2. Inadequate - Safety, planning, capability and capacity to execute <p>"Improve Investments"... innovative solutions, including:</p> <ol style="list-style-type: none"> 1. Value-Engineered Systems 2. Preventative Maintenance 3. Life-Cycle Extension 4. Quality New Construction
<p>Delivering Innovation You Can Trust</p> <p><i>Constant Focus On Building and Sharing Best Practices</i></p>	<p>A Proud And Successful Past Invested In A Foundation In Our Future</p> <ol style="list-style-type: none"> 1. Largest And Fastest Growing – Over 15,000 projects successfully completed 2. Local Service And Global Resources – Ability to mobilize up to 300 professionals where needed 3. Engineering And Technology – Proprietary in-house forensics and design support capabilities 4. Planning And Processes – Disciplined approach starting with safety and assuring quality 5. Financially Strong – Capable of starting, completing, monitoring and assuring work long term
<p>Solving Problems</p> <p><i>Breaking The Repair & Repair Again Cycle</i></p>	<p>Preventing Financial Consequences</p> <ol style="list-style-type: none"> 1. Long Lasting - Best investment 2. Right Approach - Not spend too much 3. Reduce Liability - Prevent catastrophic event later <p>Preventing Disruptions to Operations</p> <ol style="list-style-type: none"> 1. Complete On-Time - Avoid delays <p>Preventing People From Getting Hurt & Property Damage</p> <ol style="list-style-type: none"> 1. Reduce Liability 2. Act Responsibly & Ethically 3. Comply With Regulations

structural

Structural Preservation Systems, LLC
Florida West Branch
6503 19th Street East, Unit F
Sarasota, FL 34243
Phone: (941) 758-9090
Fax: (941) 758-9099
www.structural.net

Improving Investments	Your Best Value <ol style="list-style-type: none">1. Right Capability - Thoroughly trained in-house experts assuring safety and quality2. Right Materials and Equipment - To complete the project on-time3. Right Approach - Disciplined focus on design, planning, execution, and project close out Budget Optimization Availability <ol style="list-style-type: none">1. Planning Support - Available to help prioritize and phase projects based on situation analysis Extend Asset Life <ol style="list-style-type: none">1. Quality Installation - Striving to perform projects right the first time, every time2. Monitoring & Maintenance Options - To assure dependability and a superior investment
<i>Short and Long Term, You've Found The Right Contractor</i>	

Our Commitment: Safety 24/7



Peter Prince Field (2R4)

Airport Master Plan Update

Aviation Advisory Committee Presentation



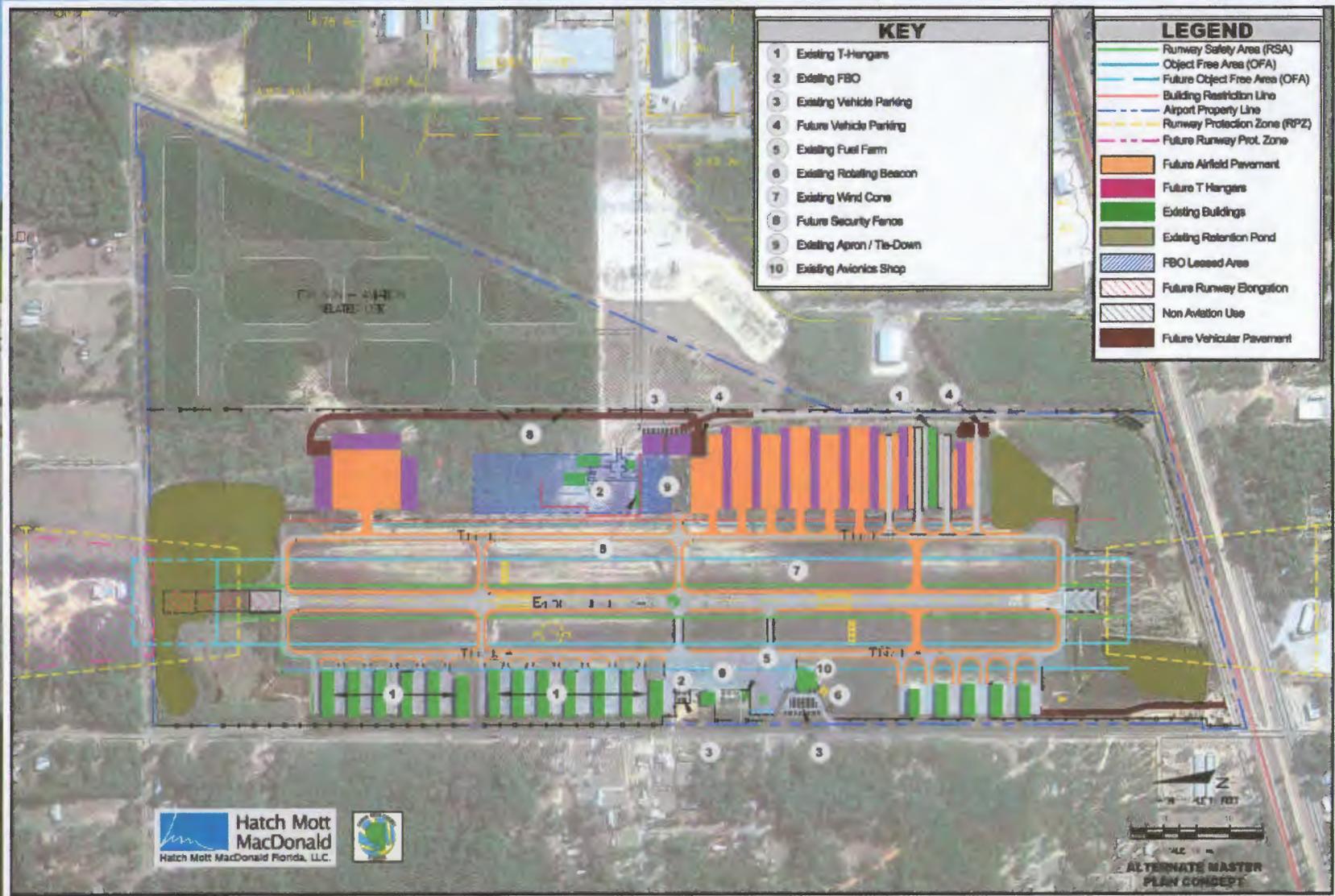
Santa Rosa County
Nov. 14, 2012



Hatch Mott
MacDonald

Project Update

□ Airport Layout Plan Development (ALP)



No support documentation for this agenda item.



Public Services Committee

Chaired by:
Salter & Lynchard

Meeting:
December 10, 2012, 9:00 A.M.

AGENDA

Emergency Management

1. Recommend BOCC approval of the grant agreements with the State of Florida, Division of Emergency Management in the amount of \$8,625.00 and authorization for Chairman to sign all related documentation. There is no match requirement.
2. Recommend BOCC approve State requested modification to Emergency Management Performance Grant (EMPG) and authorize the Chairman to sign all related documentation.

Development Services

3. Request BOCC approval to fund local match in the amount of \$6,560.00 for the Section 5310 Grant.
4. Recommend BOCC approval of HOME Interlocal Agreement between Escambia County and Santa Rosa County and authorization for Chairman to sign all related documentation.
5. Recommend BOCC re-adopt the existing strategies established by the SHIP Affordable Housing Advisory Committee (AHAC).
6. Recommend approval of the SHIP second mortgage subordination request for the property located at 5289 Overlook Drive, Milton.
7. Recommend approval of the lien release on the property located at 6006 Queen St., Milton, to facilitate the property purchase by Habitat for Humanity.



Department of Public Services

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



1

Tony Gomillion, Director

To: Santa Rosa County Board of County Commissioners
From: Sheryl Bracewell, Director, Emergency Management
Through: Tony Gomillion, Director, Public Services
Re: Citizen Corps Program Awards
Date: December 13, 2012

RECOMMENDATION

Recommend that the Board of County Commissioners approve grant agreements with the State of Florida, Division of Emergency Management reference FY2012, EO No. 58, and authorize signature of all related documentation. Santa Rosa County would accept funding in the total amount of eight thousand six hundred twenty-five dollars (\$8,625.00) with no match requirement.

BACKGROUND

The purpose of these programs is to continue our support of Citizen Corps, CERT, and related volunteer groups that are firmly established within Santa Rosa County. CERT teams along with several other volunteer organizations provide additional response capabilities throughout the county whenever necessary. The funds cover the costs for planning, education and training, and equipment necessary to maintain these groups.

COMPLETION

The project will be managed by DEM. All related documents will be forwarded to the BOCC for signature.

Animal Services
Leticia Persichini
Director

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

Emergency Management
Sheryl Bracewell
Director

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

Veterans Services
Karen Haworth
Director

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

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

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

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

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

"One Team, One Goal, One Mission"



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Tony Gomillion, Director

To: Santa Rosa County Board of County Commissioners
From: Sheryl Bracewell, Director, Emergency Management
Through: Tony Gomillion, Director, Public Services
Re: EMPG Agreement Modification 1
Date: December 13, 2012

RECOMMENDATION

Recommend that the Board of County Commissioners accept a modification to the Emergency Management Performance Grant (EMPG) Agreement No. 13FG-86-01-67-01-124, and authorize the Chairman to sign all related documentation.

BACKGROUND

The modification makes revisions to Attachment C Program Conditions, Section 2, Training and Exercise. Changes to this portion of the Scope of Work include more detail in the Training and Exercise participation requirements. A copy of the revised document is attached for review.

COMPLETION

Implementation of this revision will be managed by DEM. All related documents will be forwarded to the BOCC for signature.

Animal Services
Dominic Persichini
Director

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

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

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

Emergency Management
Sheryl Bracewell
Director

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

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

6051 Old Bagdad Hwy, Ste 201
Milton, FL 32583
(850) 981-7075

Veterans Services
Karen Haworth
Director

6491 Caroline St, Ste 1
Milton, FL 32570
(850) 626-8724

MODIFICATION # 1 TO SUBGRANT AGREEMENT

This Modification is made and entered into by and between the State of Florida, Division of Emergency Management, ("the Division"), and Santa Rosa County ("the Recipient") to modify Subgrant Agreement Number 13-FG-86-01-67-01-124, dated July 16, 2012 ("the Agreement").

WHEREAS, the Division and the Recipient have entered into the Agreement, pursuant to which the Division has provided a subgrant of \$72,785 to Recipient; and

WHEREAS, the Division and the Recipient desire to modify the Agreement by amending Attachment C (Program Conditions).

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

1. Attachment C (Program Conditions) to this Agreement is hereby deleted in its entirety, and the Revised Attachment C, which is attached hereto and incorporated herein by reference, is substituted in its place and stead.
2. All provisions not in conflict with this Modification remain in full force and effect, and are to be performed at the level specified in the Agreement.
3. All provisions of the Agreement being modified and any attachments thereto in conflict with this Modification shall be and are hereby changed to conform with this Modification, effective as of the date of the last execution of this Modification by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this document on the dates set out below.

RECIPIENT: SANTA ROSA COUNTY

BY: _____

NAME & TITLE: _____

DATE: _____

**STATE OF FLORIDA
DIVISION OF EMERGENCY MANAGEMENT**

BY: _____
Bryan Koon, Director

DATE: _____

Attachment C

Program Conditions

Items listed below are to be reviewed during the mid-year and end-of year progress report prepared in conjunction with the Division's Regional Coordinator to ensure county compliance.

1. **COORDINATION AND COLLABORATION** - Utilizing the below elements, county emergency management agencies will have an ongoing process that provides for coordinated and collaborated input in the preparation, implementation, evaluation and revision of emergency management programs. See Data Download and Upload details in # 3 below.
 - Provide an agenda or a copy of the certificate to show participation in the following during this contract period (July 1, 2012 – June 30, 2013):
 - Regional Domestic Security Task Force (RDSTF) Meeting
 - Urban Area Security Initiative Meetings (if applicable)
 - State Working Group Meetings (if applicable)

2. **TRAINING AND EXERCISE** - To ensure that each county emergency management agency is in compliance with EMPG Guidance, **each EMPG funded position** during this contract period (July 1, 2012 – June 30, 2013) shall provide the following items. See Data Download and Upload detail in # 3 below.
 - Participate in no less than three (3) exercises within the 12 month Agreement period
 - Submit an After Action Report (AAR) for each exercise conducted by the Recipient and/or provide sufficient exercise documentation (i.e., sign in sheet, certificate, etc.) for participation in each exercise not conducted by the Recipient
 - Complete IS 100, 200, 700, 800 and the Professional Development Series

3. **DATA DOWNLOAD AND UPLOAD** – Data exchange between the Division and counties will be facilitated by the use of the Division's Sharepoint Portal available at <https://portal.floridadisaster.org>. Counties will be provided user names and passwords to access the portal. All data, forms, templates and instructions to be provided by the Division will be made available via the portal, and counties shall use the portal to upload data or provide notice of "No Change" for applicable items.



Department of Public Services

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



Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners
FROM: Shawn Ward, Transportation Planner
THROUGH: Beckie Cato, Planning Director
DATE: December 3, 2012
RE: Section 5310 Grant, Capital Assistance for Service to the Elderly and People with Disabilities

RECOMMENDATION

Board approval to fund the local match in the amount of \$6,560.00 as required by the Section 5310 Notification of Funding for the purchase of a public transportation replacement vehicle.

BACKGROUND

On January 12, 2012, the Board of County Commissioners passed Resolution 12-02 authorizing the Chairman to sign the grant application and accept the grant award. In accordance with Section 5310, U.S.C., the vehicles will be used to provide public transportation to the elderly and people with disabilities in the county. The vehicle will replace high mileage vans currently operated by Pensacola Bay Transportation, who provides the service. Currently, Pensacola Bay Transportation dispatches a fleet of nine vehicles from its Stewart Street (State Road 87) location to provide door-to-door community transportation service for residents of Santa Rosa County.

Section 5310 applications are awarded on a competitive basis. Replacement vehicles can be ordered through a state Florida Department of Transportation (FDOT) contract. The County originally applied for three vehicles in January, two cutaways and a 9 passenger van. On August 13, 2012 the Chairman signed the Notification of Funding acknowledging that FDOT has awarded the county funding for the replacement of one commuter van, approximately \$37,655 from Federal and State and \$6,560.00 is required local funding for a total of \$44,215.50.

Pensacola Bay Transportation has requested that the County purchase the extended warranty for the new vehicle. The extended warranty cost is \$2,795 and is included in the local match referenced above. The extended warranty can not be matched with Section 5310 funding. The standard warranty is 3 yrs/36,000 miles whereas the extended warranty is 5 yrs/100,000 miles. The extended warranty is recommended due to the high mileage accrued yearly on the individual vehicles. The new vehicle will be titled to the county and leased to Pensacola Bay Transportation for operation, maintenance and insurance.

Attached is a copy of the vehicle information for reference.

"One Team, One Goal, One Mission"

Q: Which vehicle components does PremiumCARE cover?

A: Over 500! Here's just a partial list:

500+ Covered Components

ENGINE

- All Internal Lubricated Parts
- Cylinder Block
- Manifold and Bolts
- Oil Pan

FRONT-WHEEL DRIVE AXLE

- Axle Shafts
- Bearings (Front and Rear)
- Hubs, Automatic Front Locking (Four-Wheel Drive)

FRONT AND REAR SUSPENSION

- Ball Joints (Upper and Lower)
- Control Arms (Upper)
- Load Leveler Suspension System
- MacPherson Struts

AIR CONDITIONING AND HEATING

- A/C Accumulator
- A/C Clutch
- Evaporator
- Field Coil

Q: With Ford ESP PremiumCARE, are my covered repairs free?

A: Yes, if you purchase the \$0 deductible option with your plan. Here are all the coverage options available to you:

DEDUCTIBLE OPTIONS		
	STANDARD	OPTIONAL
New Ford, Lincoln, Mercury and Competitive-Make Vehicle Plans	\$100	\$0, \$50, \$200, Disappearing
Used Ford, Lincoln, Mercury and Competitive-Make Vehicle Plans	\$100	\$50, \$200, Disappearing
Competitive-Make Vehicle Plans	\$100	None

NEW FORD LINCOLN MERCURY AND COMPETITIVE MAKE VEHICLE PLANS					
Miles	12 Months	24 Months	36 Months	48 Months	60 Months
35,000	■	■	■	■	■
48,000	■	■	■	■	■
60,000	■	■	■	■	■
75,000	■	■	■	■	■
100,000	■	■	■	■	■

For New Plans: Coverage begins with the original in-service date (Bumper-to-Bumper New Vehicle Limited Warranty start date) and zero miles. Coverage expires upon reaching your selected time or mileage, whichever occurs first. Some eligibility limitations may apply. Ask your dealer for details.

USED FORD, LINCOLN, MERCURY AND COMPETITIVE MAKE VEHICLE PLANS

Coverage lengths range from 12 months/12,000 miles to 48 months/100,000 miles for 100,000 and over.

Important Details About Ford ESP PremiumCARE

Failure of covered components due to normal wear, mechanical breakdowns, and repairs caused by defective material or workmanship of covered components are included.

This brochure is intended to provide general information about Ford ESP. Prices and plans are subject to change without notice. Plan availability, benefits, coverage and provider may vary by state. See your dealer for details.

Florida dealers only: In Florida, Ford ESP on Ford, Lincoln & Mercury vehicles is a service contract from Ford Motor Company. Our Florida license number is 60018. In Florida, Ford ESP on competitive-make vehicles is a service contract from The American Road Insurance Company, Dearborn, MI 48126. Certificate of Authority #09079.

PREMIUMCARE

EXTENDED SERVICE PLANS



Q: What makes PremiumCARE the ultimate coverage for my vehicle?

A: It's the most comprehensive service contract protection offered by Ford Motor Company. PremiumCARE is like having the best available health plan for your car. It covers the parts and labor to repair thousands of key components, including engine, transmission, steering, brakes, front suspension, electrical and more. PremiumCARE even covers components that have worn out (e.g., tie rods, ball struts, etc.), including advanced technology that other plans may not protect, such as SYNC, GPS, Hybrids, SIRIUS® and more.

It covers any deductible for genuine Ford accessories. That's the real peace of mind.

Ford ESP is:

- Honored by all Ford and Lincoln Mercury dealers in the U.S. and Canada
- The only extended service plan offered by Ford Motor Company
- The only plan that guarantees your work will be performed by Ford Motor Company-trained technicians using Ford and Motorcraft® OEM parts

PremiumCARE is a great value. It can easily pay for itself. One covered repair could save you the amount you paid and more.

What Is PremiumCARE?

Complete Service Coverage for Future Vehicle Repairs

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Department of Public Services

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



4

Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners
FROM: Janice Boone
Housing Program Manager *J. Boone*
THROUGH: Beckie Cato, Director
DATE: November 9, 2012
SUBJECT: 2012 Escambia Consortium HOME Grant M-11-DC-12-0225
Interlocal Agreement

RECOMMENDATION:

Approval of the HOME Interlocal Agreement with an effective date of November 1, 2012, between Escambia County and Santa Rosa County and authorization for the Chairman to execute all documentation in connection with the agreement.

BACKGROUND:

The Escambia Consortium is comprised of Escambia County, the City of Pensacola, Santa Rosa County and the City of Milton. HUD has approved the Plan covering the 2012/2013 year. This Interlocal Agreement provides the authority and concurrent responsibility to implement Homebuyer Assistance activities utilizing HUD HOME funds.

Santa Rosa County Activities: Homebuyer Assistance \$150,368
Program Administration \$17,953

Animal Services
Dominic Persichini
Director

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

Building Inspections & Code Compliance
Rhonda Royals
Building Official

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Milton, FL 32583
(850) 981-7000

Emergency Management
Sheryl Bracewell
Director

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(850) 983-5360

Community Planning, Zoning & Development
Rebecca Cato
Director

6051 Old Bagdad Hwy, Ste 201
Milton, FL 32583
(850) 981-7075

Veterans Services
Karen Haworth
Director

6051 Old Bagdad Hwy
Milton, FL 32583
(850) 626-8724

"One Team, One Goal, One Mission"

**INTERLOCAL AGREEMENT
FOR HOME INVESTMENT PARTNERSHIPS ACT PROGRAM**

THIS AGREEMENT is made and entered into this 1st day of November, 2012, by and between the **COUNTY OF ESCAMBIA**, a political subdivision of the State of Florida ("**ESCAMBIA COUNTY**"), whose mailing address is P.O. Box 1591, Pensacola, Florida 32597; and the **COUNTY OF SANTA ROSA**, a political subdivision of the State of Florida ("**SANTA ROSA COUNTY**"), whose address is 6495 Caroline Street, Milton, Florida 32570 for the purpose of receiving and administering activities under the provisions located at 24 CFR, Part 92 which regulate funding provided through the federal HOME Investment Partnerships Program (the "HOME" Program", the "Program") and which regulate the terms under which Santa Rosa County shall provide HOME Program eligible services and assistance to eligible families residing within Santa Rosa County.

WITNESSETH:

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

WHEREAS, both Counties are authorized by Florida Statutes Section 163.01 et. seq. to enter into interlocal agreements and agreements with State agencies, and thereby cooperatively utilize their powers and resources in the most efficient manner possible; and

WHEREAS, the Cranston-Gonzalez National Affordable Housing Act of 1990 authorizes contiguous local jurisdictions to enter consortia for purposes of receiving funds and administering activities allowed under the HOME Investment Partnerships Program Regulations found at 24 CFR Part 92, hereinafter referred to as "HOME"; and

WHEREAS, after executing the Escambia HOME Consortium Agreement on June 22, 1999, as extended by mutual agreement in May 2011, Escambia County and Santa Rosa County have determined that the provision of **Homebuyer Assistance** as authorized at 24 CFR Part 92.205, 92.250, and 92.251 is a high priority need in Santa Rosa County; and

WHEREAS, Escambia County desires to provide necessary limited administrative authority related to the delivery of HOME financed activities to Santa Rosa County.

NOW THEREFORE, for and in consideration of the mutual covenants contained herein and of the mutual benefits and for other good and valuable consideration, Escambia County and Santa Rosa County agree as follows:

SECTION 1. Purpose of the Agreement.

This Agreement provides the Santa Rosa County Administrator the authority and concurrent responsibility required to implement Homebuyer Assistance activities in Santa Rosa County ("HOME Activities"), as provided for in the **2012 Escambia Consortium HOME Program Description** approved by the U.S. Department of Housing and Urban Development ("HUD"), and attached hereto as **EXHIBIT I** of this agreement and incorporated herein by reference. Santa Rosa County shall have direct responsibility for assuring full and complete compliance with all regulatory, statutory, and administrative requirements associated with the HOME Activities

undertaken in Santa Rosa County according to provisions articulated in the National Affordable Housing Act of 1990 (Public Law 101-625), as amended, the HOME regulations (24 CFR Part 92), and all HOME Activities related administrative directives as amended and published under authorization of HUD.

SECTION 2. Coordination.

Santa Rosa County agrees to cooperate fully with Escambia County and Neighborhood Enterprise Foundation, Inc. ("NEFI"), Escambia County's designated agent for housing and community development, in all actions related to the HOME Program and related HOME Activities. With regard to HOME fiscal matters, Santa Rosa County, in cooperation with NEFI, shall provide detailed cost documentation and other information pertaining to the payment of HOME Activities assistance on behalf of eligible clients to the Office of the Clerk of the Circuit Court/Finance Division as required to fully establish the eligibility and validity of HOME-funded expenditures.

SECTION 3. HOME Activities Administrative Requirements.

a) HOME Program Policies, Procedures and Requirements:

Santa Rosa County, Escambia County and NEFI shall cooperate in the development of the policies, procedures and actions required to implement the HOME Activities in Santa Rosa County, and both parties agree that Escambia County shall have the final local approval authority as designated in the HOME Consortium Agreement currently in effect between the two jurisdictions with regard to the expenditure of HOME activity and administrative funds. Santa Rosa County shall ensure that the HOME Activities provided through the HOME funding referenced herein are administered in accordance with the governing regulations found at 24 CFR Part 92, which have been provided to Santa Rosa County as evidenced by the acknowledgement included in **EXHIBIT II** of this Agreement and incorporated herein by reference. Santa Rosa County and Escambia County and their designated agents agree to cooperate and communicate fully with each other during the term of this Agreement to assure the provision of HOME Activities for qualified lower income families, including the execution of any documents necessary to carry out the purposes of this Agreement.

SECTION 4. Funding.

a) Santa Rosa HOME Activities:

The maximum **2012** HOME Program funding available to provide assistance to documented eligible, lower income clients through HOME Activities in Santa Rosa County, Florida, shall be **\$150,368.00.** Said funds are allocated between approved and eligible HOME Activities denoted as follows:

HOMEBUYER ASSISTANCE	<u>\$150,368.00</u>
----------------------	---------------------

EXHIBITS I and II further detail the requirements associated with the project categories cited above, and regulations contained therein shall at all times govern the expenditure of funds referenced in this Agreement. HOME Activities funds shall be utilized within these designated categories unless the funds are reallocated by formal amendment as mutually approved by Escambia County and Santa Rosa County.

b) Santa Rosa HOME Activities Payment Processing:

Escambia County, through coordination with NEFI, shall issue HOME related payments from the Escambia Consortium HOME Trust Fund for Santa Rosa HOME Activities as based upon clear and proper documentation of individual HOME Program client eligibility and of all costs to be paid or reimbursed by Escambia County in support of Santa Rosa HOME Activities and HOME client eligibility. Payments shall be either made directly to the approved vendor by Escambia County, or to Santa Rosa County to reimburse costs that are advanced by Santa Rosa County, as based upon voucher and supporting documentation provided to the Clerk of the Circuit Court/Finance Division. Santa Rosa County shall be programmatically and fiscally responsible for the accuracy, completeness and proper documentation of Santa Rosa HOME Activities, the eligibility of clients assisted in Santa Rosa County, and all related payments; and further, Santa Rosa County shall be responsible for the repayment of any disallowed costs related to Santa Rosa HOME Activities.

c) Santa Rosa HOME Program Local Match Requirement:

HUD HOME Program regulations require local cash matching in a minimum amount equal to twenty-five percent (25%) of the HOME allocation, excluding administrative funds. Based upon the Santa Rosa HOME Activities funding cited in Section 4(a) above, Santa Rosa County shall provide a minimum local match of **\$0.00** in non-federal funds. Santa Rosa County's State Housing Initiatives Partnership (SHIP) Program fund is an acceptable match source. Said matching funds shall be expended by Santa Rosa County to provide affordable housing for families with incomes at or below 80% of the Pensacola MSA median income adjusted for family size as defined by HUD and shall be expended during the term of this Agreement. Documentation of the expenditure of the required local matching funds shall be provided to Escambia County upon request, but at least annually, and shall at all times be at least equal to the pro-rata share of HOME funds expended. In the event matching funds are not fully expended prior to the completion or termination of this Agreement, said remaining funds shall be expended in support of affordable housing activities within Santa Rosa County, Florida.

d) HOME Administrative Payments:

In addition to HOME Program Activities funds, Santa Rosa County shall be entitled to payment for HOME Program related administrative services in an amount not to exceed **\$17,953.00**, payable solely from funds currently available under the **2011 Escambia Consortium HOME Grant M-12-DC-12-0225**. Prior to requesting administrative funds from Escambia County, Santa Rosa County shall provide a detailed breakdown of the administrative services to be provided. Upon receipt of said budget detail by the Office of the Escambia County Administrator or Escambia County's designated agent, NEFI, administrative funds shall be paid by Escambia County through the Clerk of the Circuit Court/Finance Division to Santa Rosa County in twelve (12) equal monthly installments beginning with the month following the effective date of this Agreement. Santa Rosa County shall be responsible for ensuring documentation of proper expenditure of such administrative funds.

e) HOME Funding Limitations:

All funding addressed in this Agreement is available solely from the **2012 Escambia Consortium HOME Grant M-12-DC-12-0225** as provided by HUD. Escambia County shall have the right to immediately terminate this Agreement and immediately cease all payments related thereto in the event of termination or cancellation of said funding by HUD. Upon such occurrence,

Escambia County shall have no responsibility whatsoever for any payments beyond the costs directly paid or reimbursed by HUD. The Clerk of the Circuit Court/Finance Division shall retain fiscal control concerning the allowability of all payments for HOME Activities and related HOME administrative expenditures under this Agreement, and shall disburse payments in accordance with the terms and conditions of this Agreement.

SECTION 5. Administrative Authority.

Santa Rosa County is not authorized to prepare and execute documents and requests required to enter (set-up) or draw down HOME Program funds from the Escambia Consortium Letter of Credit. Such actions shall be undertaken solely by personnel authorized by Escambia County to perform such functions.

SECTION 6. Program Records.

Santa Rosa County assumes responsibility for maintaining all records and documentation related to and supportive of the Santa Rosa HOME Activities associated with this Agreement. Further, such records and necessary HOME Activities information shall be readily available to Escambia County, its representatives or designated agent(s), the U.S. Department of HUD or its authorized representatives, or other duly authorized parties requiring access to such records. Santa Rosa County shall ensure that such records are maintained in accordance with the governing federal regulations, and shall keep all related records in a readily accessible location for a minimum of five (5) years, unless such records are the subject of litigation or audit, in which case they shall be maintained pending the completion of such action. Santa Rosa County shall cooperate with Escambia County to ensure the availability of all records related to this Agreement as may be required for audit, monitoring or reporting purposes.

SECTION 7. Liability.

Subject to any claim of sovereign immunity, each party to this Agreement shall be fully liable for the acts and omissions of its respective employees and agents in the performance of this Agreement. Santa Rosa County shall be directly responsible, legally and fiscally, for all matters related to the HOME Activities assistance provided hereunder including but not limited to compliance with HOME Program Regulations; client intake and eligibility documentation; legal matters involving HOME Activities contracts; forms; certifications; specifications; bidding processes; and other actions in connection with proper implementation of HOME Activities according to EXHIBITS I and II hereto.

SECTION 8. Notices.

All notices to be made hereunder shall be in writing and shall be served either personally or by deposit with the U.S. Postal Service, certified mail, return receipt requested or by deposit with Federal Express or other nationally recognized overnight courier service, postage pre-paid and addressed to Escambia County and Santa Rosa County at the address set forth first above, with a copy in the case of County to:

Randy Wilkerson, Executive Director
Neighborhood Enterprise Foundation, Inc.
P.O. Box 18178
Pensacola, Florida 32523

Phone: (850) 458-0466 FAX: (850) 458-0464

and in the case of Santa Rosa County (Administration) to:

Hunter Walker, County Administrator
Santa Rosa County
Santa Rosa County Administration Office
6495 Caroline Street, Suite M
Milton, Florida 32570-4592
Phone: (850) 983-1855 FAX: (850) 983-1856

All notices shall be deemed served when received, except that any notice mailed or deposited in the manner provided in this section shall be deemed served on the postmark date or courier deposit (pickup) date.

SECTION 9. Effective Date, Term, and Termination.

This Agreement shall become effective on **November 1, 2012**, and this Agreement shall continue for a term of one (1) year from said date or until all of the subject **2012 HOME** funds are fully expended and Grant **#M-12-DC-12-0225** is officially closed, or in the event of immediate termination in the event HUD funds cease to be made available to support the HOME Activities cited in this Agreement, according to Section 4(e) hereof.

SECTION 10. Nepotism

Santa Rosa County agrees to abide by the provisions of Section 112.3135, Florida Statutes, hereby incorporated by reference, pertaining to nepotism in its performance, under this Agreement.

SECTION 11. Civil Rights and Anti-Discrimination

a). Santa Rosa County agrees to abide by the spirit and intent of the Civil Rights Act of 1964, as amended, and the Civil Rights Act of 1968, as amended, in that its operation under this contract is free of discrimination against their employees, persons, or groups of persons on the basis of race, color, sex, or national origin. Both of the said Civil Rights Acts are incorporated by reference herein.

b). All services associated with this project shall be made available to the public in a non-discriminatory manner. Services and access thereto shall be available without regard to race, creed, color, handicap, familial status, disability, marital status, religion, or national origin. Santa Rosa County accepts sole responsibility for ensuring such non-discriminatory access to the services provided hereunder.

c). Santa Rosa County will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, physical handicap, or familial status. Such action shall include but not be limited to the following: employment; demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation and selection for training, including apprenticeship. Santa Rosa County agrees to post in a conspicuous place notices setting forth the provision of this Equal Employment Opportunity clause.

SECTION 12. Understanding of Terms.

(a) This Agreement is executed in Escambia County, State of Florida, and shall be construed under the laws of the State of Florida, and the parties agree that any action relating to this agreement shall be instituted and prosecuted in the courts of the County of Escambia, State of Florida, and each party waives the right to change of venue. Further, it is mutually understood and agreed that this Agreement shall be governed by the laws of the State of Florida, both as to interpretation and performance.

(b) It is understood and agreed by the parties that if any part, term, or provision of this Agreement is held by the Courts to be illegal or in conflict with governing law, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular part, term, or provision held to be invalid.

(c) In the event of any litigation between the parties concerning this Agreement or the transaction contemplated hereby, each party shall be responsible for its own attorney's fees and costs.

(d) Each individual executing this Agreement on behalf of a corporate or governmental party represents and warrants that he or she is duly authorized to execute and deliver this Agreement on behalf of said party, in accordance with a duly adopted action of the governing Board of said party in accordance with applicable law, and that this Agreement is binding upon said party in accordance with its terms.

(e) This Agreement shall become effective, after being properly executed by the parties, when recorded in the County's official records by the Office of the Clerk of the Circuit Court of Escambia County. The County shall be responsible for such filing after such execution by both parties.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the duly authorized representatives of the parties have set their hands and seals this day and year first written above.

ESCAMBIA COUNTY, a political subdivision of the State of Florida, by and through its BOARD OF COUNTY COMMISSIONERS OF ESCAMBIA COUNTY, FLORIDA

By: Wilson B. Robertson
Wilson B. Robertson, Chairman

ATTEST: Ernie Lee Magaha
Clerk of the Circuit Court

BCC Approved: November 1, 2012

BY: Debra Thomas
Deputy Clerk



Legal Department Approval:

This document approved as to form and legal sufficiency

By: Justin Huel

Title: Legal

Date: 10/11/12

[Santa Rosa County Signature Page to follow]

**SANTA ROSA COUNTY, a political subdivision
of the State of Florida, by and through its
BOARD OF COUNTY COMMISSIONERS OF
SANTA ROSA COUNTY, FLORIDA**

ATTEST:

Mary M. Johnson
Clerk of Courts

By: _____
Robert A. "Bob" Cole, Chairman

BCC Approved:

(SEAL)

PASSED AND ADOPTED BY THE SANTA ROSA COUNTY BOARD OF COUNTY
COMMISSIONERS THIS _____ DAY OF _____, 2012, BY A VOTE
OF _____ YEAS, _____ NAYS AND _____ ABSENT.

EXHIBIT I

2012 ESCAMBIA CONSORTIUM HOME PROGRAM DESCRIPTION

ESCAMBIA CONSORTIUM
2012-2013 HOME INVESTMENT PARTNERSHIPS ACT (HOME)
PROPOSED BUDGET AND ACTIVITIES DESCRIPTION
FOR MEMBER JURISDICTIONS

RECOMMENDED PROGRAM ACTIVITIES FUNDING

ESCAMBIA COUNTY:

SUBSTANTIAL HOUSING REHABILITATION/RECONSTRUCTION **\$410,192**
 Provide assistance for low/moderate income families through Deferred Payment Grants/Deferred Payment Loans/Low Interest Loans, or a combination thereof, for the substantial rehabilitation or reconstruction of approximately 4 to 5 severely substandard homeowner occupied housing units. (Escambia County)

CITY OF PENSACOLA:

SUBSTANTIAL HOUSING REHABILITATION/RECONSTRUCTION **\$205,158**
 Provide assistance for low/moderate income families through Deferred Payment Grants/Deferred Payment Loans/Low Interest Loans, or a combination thereof, for the substantial rehabilitation or reconstruction of approximately 2-3 severely substandard homeowner occupied housing units. (City of Pensacola)

SANTA ROSA COUNTY:

HOME BUYER ASSISTANCE **\$150,368**
 Provide down payment/closing cost or second mortgage (gap financing) assistance, through Deferred Payment Grants, Deferred Payment Loans, Low Interest Loans, or a combination thereof, to enable low/moderate income homebuyers to purchase an affordable home. It is estimated that this funding will assist 13-15 families. (Santa Rosa County)

JOINT HOME ACTIVITIES (CONSORTIUM-WIDE):

RENTAL HOUSING DEVELOPMENT (CHDO SET-ASIDE) **\$153,144**
 Provide low interest and/or deferred loan assistance to partially support the costs for development of approximately 2 affordable rental, special needs or homeless housing units through activities of locally designated non-profit Community Housing Development Organizations (CHDO's) in Escambia or Santa Rosa County.

ADMINISTRATION/MANAGEMENT (JOINT) **\$102,095**
 Provides for oversight, management, monitoring and coordination of financial and general administration of the HOME Program in all participating jurisdictions.

2012 HOME Funds Available to the Consortium (FINAL) \$ 1,020,957
 (Local match provided through limited SHIP funds and carry forward match balance)

TOTAL 2012 HOME FUNDS PROJECTED **\$ 1,020,957**
=====

EXHIBIT II

**HOME INVESTMENT PARTNERSHIPS PROGRAM REGULATIONS
(24 CFR PART 92)**

THIS EXHIBIT CONTAINS PERTINENT EXCERPTS FROM THE HOME INVESTMENT PARTNERSHIPS ACT FINAL RULE AS PUBLISHED BY THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT. THIS EXHIBIT IS FOR REFERENCE ONLY. THEREFORE, THE ENTIRETY OF THE HOME RULE AT 24 CFR PART 92; ALL AMENDMENTS TO THE RULE; AND ANY SUBSEQUENT AMENDMENTS TO THE RULE MUST BE CONSULTED TO DETERMINE PROGRAM COMPLIANCE AND PROCEDURAL REQUIREMENTS. A COMPLETE COPY OF THE TEXT OF 24 CFR PART 92 HAS BEEN PROVIDED TO THE PARTY(IES) WITH RESPONSIBILITY FOR MANAGEMENT AND IMPLEMENTATION OF THIS CONTRACT AS EVIDENCED BY THE ACKNOWLEDGEMENT CONTAINED IN THIS EXHIBIT.

CERTIFICATION REGARDING DRUG-FREE REQUIREMENTS

SANTA ROSA COUNTY, FLORIDA will provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibitions;
- (b) Establishing a drug-free awareness program to inform employees about-
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employer in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-
 - (1) Abide by the terms of the statement; and
 - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction;
- (e) Notifying HUD within 10 days after receiving notice under subparagraph (d) (2) from an employer or otherwise receiving actual notice of such conviction;
- (f) Taking one of the following actions, within 30 days of receiving notice under subpara-graph (d)(2), with respect to any employee who is convicted-
 - (1) taking appropriate personnel action against such an employee, up to and including termination; or
 - (2) requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State or local health, law enforcement, or other appropriate agency;
- (g) making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

PLACE OF PERFORMANCE
FOR CERTIFICATION REGARDING DRUG-FREE WORKPLACE REQUIREMENTS

Agency: SANTA ROSA COUNTY

Date: 11/1/12

Grant Program Name: HOME INVESTMENT PARTNERSHIPS ACT PROGRAM

Grant Number: M-12-DC-12-0225

SANTA ROSA COUNTY, FLORIDA shall insert in the space provided below the site(s) expected to be used for the performance of work under the grant covered by the certification:

PLACE OF PERFORMANCE (Including street address, city, county, state, and zip code for each site):

ADDRESS: Santa Rosa County Administrative Office
6495 Caroline Street
Milton, Florida 32570

Total estimated number of employees expected to be engaged in the performance of the grant at the site(s) noted above:

ESTIMATED: Three (3)

SIGNED: _____
Robert A. "Bob" Cole, Chairman
Santa Rosa County
Board of County Commissioners

ANTI-LOBBYING
CERTIFICATION FOR CONTRACTS, GRANTS, LOANS
AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form To Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: _____

Date: _____

Robert A. "Bob" Cole, Chairman
Santa Rosa County Board of County Commissioners

**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION,
AND OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

(1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Signature: _____ HOME Investment Partnerships Act (HOME)
Name: Robert A. "Bob" Cole (Project Name)
Title: Chairman M-12-DC-12-0225
(Project Number)

Firm/Agency: Santa Rosa County, Florida

Street Address: Santa Rosa County Administrative Office
6495 Caroline Street
Milton, Florida 32570

FR 24.510 & 24 CFR, Part 24, Appendix A

**CERTIFICATION OF RECEIPT
HOME INVESTMENT PARTNERSHIPS PROGRAM REGULATIONS
(24 CFR PART 92)**

I/We hereby certify and affirm that Escambia County has provided Santa Rosa County with a complete copy of the current U. S. HUD HOME Program Regulations (24 CFR Part 92), copies of any amendments to the governing Regulations, and related Federal Laws as may be applicable to the activities to be provided through this Agreement. I/We have reviewed the Regulations and understand the requirements which govern the HUD HOME Program financed activities under this Agreement. I/We also understand that clarification of any uncertainties regarding the Regulations or requirements related thereto should be resolved by contacting the Contract Manager denoted in this Agreement. If the Contract Manager cannot resolve the question, the issue will be submitted to the U. S. Department of Housing and Urban Development (HUD) for review and resolution.

Additionally, I/We have access to a complete copy of the HUD HOME Training Compliance Manual and have reviewed the document to ensure compliance in the implementation of activities provided through this Agreement.

This certification is provided in lieu of including the entire text of 24 CFR Part 92 in this Exhibit. I/We understand that additional copies of the entire text will be promptly provided upon written request directed to the County's designated Contract Manager.

Santa Rosa County:

By: _____
Robert A. "Bob" Cole, Chairman
Board of County Commissioners

Date: _____



Department of Public Services

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



5

Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners

FROM: Janice Boone
Housing Program Manager *Janice Boone*

THROUGH: Rebecca Cato

DATE: December 3, 2012

SUBJECT: SHIP Affordable Housing Advisory Committee (AHAC)
2012 Affordable Housing Incentive Review and Recommendation Report

Affordable Housing Incentive Action/Recommendation

The AHAC committee recommendation is for the county to re-adopt the existing strategies for the next triennial period, 2013-2015.

The committee members agreed that the current strategies have been implemented and are effective.

Background

Background information is attached.

The State Housing Initiatives Partnership (SHIP) Act (f.s. 420.907) defines the rules and regulations for each county or eligible municipality participating in the SHIP Program. The 2012 Affordable Housing Incentive Review and Recommendation Report was submitted in accordance with f.s. 420.9076: Adoption of affordable housing incentive strategies; committees.

Affordable Housing Incentives adopted by the BOCC must be included in an updated revision of the Local Housing Assistance Plan and submitted to Florida Housing Finance Corporation by March 11, 2013.

Animal Services
Dominic Persichini
Director

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

Building Inspections & Code Compliance
Rhonda Royals
Building Official

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Emergency Management
Sheryl Bracewell
Director

4499 Pine Forest Rd
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Community Planning, Zoning & Development
Rebecca Cato
Director

6051 Old Bagdad Hwy, Ste 201
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(850) 981-7075

Veterans Services
Karen Haworth
Director

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

"One Team, One Goal, One Mission"



**COUNTY OF SANTA ROSA
Affordable Housing Advisory Committee
2012 Incentive Review and Recommendation Report**

I. Background Information:

Affordable Housing Advisory Committee (AHAC) Members

Jerry Burden, chairman (Banking Representative)
Chrys Holley, vice-chair (Advocate for Low-income Individuals/Families)
Cindy Cotton (Real Estate)
Mike Majors (Citizen Representing Employers) Absent
Kelly Green (Labor Engaged in Home Building) Absent
Michelle Parker (Essential Services Personnel)
Michele Tucker (County At-Large)
Jim Waite (Citizen Actively Serving the Local Planning Agency)
Dan D'Onofrio (For-profit Affordable Housing Provider) Absent
VACANT (Residential Building)
VACANT (Non-profit Housing Provider)

Incentive Strategy Meeting Date

October 24, 2012

Committee Review of Incentive Strategies
Report/Recommendation Approval
Public Hearing

Scope of Review

- Requirement Summary of Triennial Report 420.9076(4) F.S.
Triennially, the advisory committee shall review the established policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan of the appointing local government and shall recommend specific actions or initiatives to encourage or facilitate affordable housing while protecting the ability of the property to appreciate in value. The recommendations may include the modification or repeal of existing policies, procedures, ordinances, regulations, or plan provisions; the creation of exceptions applicable to affordable housing; or the adoption of new policies, procedures, regulations, ordinances, or plan provisions, including recommendations to amend the local government comprehensive plan and corresponding regulations, ordinances, and other policies. At a minimum, each advisory committee shall submit a report to the local governing body that includes recommendations on, and triennially thereafter evaluates the implementation of, affordable housing incentives.
- Incentive Strategies Reviewed (A) through (K)
 - A. The processing of approvals of development orders or permits, as defined in s. 163.3164(7) and (8), for affordable housing projects is expedited to a greater degree than other projects.
 - B. The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.
 - C. The allowance of flexibility in densities for affordable housing.

- D. The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.
- E. The allowance of affordable accessory residential units in residential zoning districts.
- F. The reduction of parking and setback requirements for affordable housing.
- G. The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.
- H. The modification of street requirements for affordable housing.
- I. The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.
- J. The preparation of a printed inventory of locally owned public lands suitable for affordable housing.
- K. The support of development near transportation hubs and major employment centers and mixed-use developments.

Other: The advisory committee recommendations may also include other affordable housing incentives identified by the advisory committee.

- Review of implementation of previously recommended strategies. Resolution 98-17

II. Incentive Review and Recommendations:

The Affordable Housing Advisory Committee discussed each incentive strategy as required under the state regulations.

The Committee recommendation is to re-adopt the current strategies for the next triennial period July 1, 2013 through June 30, 2016. The triennial period runs simultaneous with the Local Housing Assistance Plan (LHAP). The proposed LHAP Incentive Strategies are attached (A-D).

The committee members agreed that the current strategies have been implemented and are effective and therefore, made no additional recommendations.

LHAP INCENTIVE STRATEGIES

Section 420.9071(16), F.S.

- A. **Incentive Strategy:** The processing of approvals of development orders or permits as defined in s. 163.3164(7) and (8) for affordable housing projects is expedited to a greater degree than other projects.

Established policy and procedures:

On, June 11, 1998, Santa Rosa County adopted Resolution 98-17 adopting an expedited processing procedure. Affordable housing permit applications will be given priority in the event the permit approval time should reach a level in excess of seven (7) days.

- B. **Incentive Strategy:** The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.

The county currently has a moratorium on transportation impact fees. However, in the event the moratorium is lifted, the county has an installment method which permits payment over a period of seven years with 1/7th paid upon approval and 1/7th paid annually for six years.

- C. **Incentive Strategy:** The establishment of a process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.

Resolution 98-17, Section 1 (b) establishes the requirement for the review of local policies, procedures, ordinances, regulations and plan provisions that significantly impact the cost of housing, prior to their adoption with an emphasis on limiting the cost impact upon housing affordability. The County Planning office will have the responsibility of performing the review procedure.

- D. **Incentive Strategy:** The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

An inventory of locally owned public lands suitable for affordable housing will be maintained by the County. The GIS Department has developed a program to identify such properties. A listing may be obtained upon request.



COMMUNITY PLANNING, ZONING AND DEVELOPMENT DIVISION
SANTA ROSA COUNTY, FLORIDA

6

Housing Program

TO: Board of County Commissioners

FROM: Janice Boone
Housing Program Manager *J. Boone*

THROUGH: Beckie Cato

DATE: December 4, 2012

SUBJECT: State Housing Initiatives Partnership (SHIP)
Second Mortgage Subordination Request
5289 Overlook Drive, Milton FL 32570

RECOMMENDATION:

Board approval of the request submitted on behalf of homeowner to execute a subordination agreement to be recorded in connection with a refinance of the first mortgage in the approximate amount of \$92,545.

BACKGROUND:

SHIP Second Mortgage: \$7,500
Recorded: 2/13/2006
Purpose: Home Purchase Assistance

Proposal is to reduce the annual interest rate on the first mortgage from 6.125% to 3.75%.

Current monthly principal and interest: \$619.81
Proposed monthly principal and interest: \$548.69

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



COMMUNITY PLANNING, ZONING AND DEVELOPMENT DIVISION
SANTA ROSA COUNTY, FLORIDA

Housing Program

Date: 12/3/12

Request for Subordination

Homeowner: Walter J. Cade

Property: 5289 Overbrook Drive Milton FL 32570

E-mail of Contact: camille.heckmann@regions.com

Contact Person: Camille Heckmann

Lender: Regions Mortgage

Lender's Address: 7 N Baylen Pensacola, FL 32502

Phone: 850-444-1154

Fax: 205-261-6792

Note: Santa Rosa County will consider a request for subordination under the following conditions:

- The refinance must be at a reduced fixed interest rate from the current mortgage rate; and
- The refinance will reduce the current principal & interest monthly payment; and
- No cash out or consolidation of debt. Refinance amount is restricted to existing mortgage and refinance closing costs.

Existing 1st Mortgage: \$ 92,536.00 Interest Rate: 6.125 %

Proposed New Mortgage: \$ 92,545.00 Interest Rate: 3.75 %

Current P&I \$ 649.81 Refi P&I: \$ 548.69

A preliminary HUD-1 indicating the details of the refinance transactions must be submitted with this request.

Requests meeting the above conditions will be submitted to the Board of County Commissioners for consideration. The Board will make the final determination regarding the request. A minimum of three weeks is required to process a request for subordination.

SRC SHIP/HHRP FILE NO. S-4B2005-20 Amount of Lien: 7,500

Date Recorded: 2/13/06 OR Book: 2575 Page 1570

Return completed request to: Janice Boone, Housing Program Manager

recvd. 12/4/12
JCB



COMMUNITY PLANNING, ZONING AND DEVELOPMENT DIVISION
SANTA ROSA COUNTY, FLORIDA

Housing Program

MEMORANDUM

TO: Board of County Commissioners

FROM: Janice Boone
Housing Program Manager *JBoone*

THROUGH: Beckie Cato, Director

DATE: December 4, 2012

SUBJECT: State Housing Initiatives Program (SHIP)
6006 Queen Street, Milton FL 32570

RECOMMENDATION:

Board approval to release lien in the amount of \$7,500 to facilitate the sale of the property to Pensacola Habitat for Humanity, Inc. for zero payment.

BACKGROUND:

The property was purchased in 2007 for \$97,900.
\$7,500 of SHIP funding was provided to assist with closing costs.
The first mortgage loan was in the amount of \$83,100.

The homeowner will be bringing \$3,000 to the closing to satisfy the first lender and other closing costs. The request indicates that the owner has moved from the property to be near elderly parents and that there are no resources to satisfy the SHIP lien.

An offer to purchase dated 11/28/12 is pending in the amount of \$76,000. Habitat has agreed to pay the full appraisal amount. Habitat will acquire the property with federal Neighborhood Stabilization Program funds, rehabilitate the property, and require an income eligible family to purchase and reside in the property. Habitat's deadline to close on the purchase is December 14, 2012.

This action is being taken to prevent a foreclosure and facilitate the purchase of the property by Habitat.

LINDA JOHNSON
6036 MANDIE STREET
MILTON FL 32570

December 3, 2012

Board of County Commissioners
Santa Rosa County, Florida

Re: SHIP Loan; 6006 Queen Street, Milton FL 32570

Dear Commissioners:

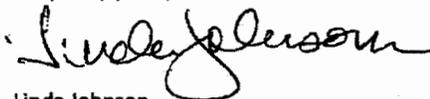
I am the owner of the referenced property, which is currently under contract for sale to Habitat for Humanity. I purchased the Queen Street property in June 2007, just prior to the downturn of the real estate market. I paid \$97,900 for the property in June 2007, and subsequently made approximately \$5,000 in improvements. Habitat had the property appraised in connection with its offer to purchase. The property appraised for \$76,000. Habitat has offered to purchase this property for the current appraised value.

I am selling the Queen Street residence as I have moved to a home closer to my elderly parents. We have no other family in the area, and I need to be near them.

I write to advise you that my circumstances are such that I do not have the means to repay the SHIP load due to the devaluation of my Queen Street residence. I am underwater on the Queen Street mortgage. I am a single parent, and receive no child support. Regrettably, I do not have any resources to repay the loan.

Thank you very much for your consideration. If you have any questions, please let me know.

Very truly yours,



Linda Johnson



Voluntary Notice for Acquisition

Pensacola Habitat for Humanity, Inc., is interested in purchasing your property located at:

6006 Queen St Milton, FL
Property Address/Description

Owned by: Linda Kay Johnson

Owners mailing Address:

This is pursuant to a grant from the United States Department of Housing and Urban Development ("HUD") under the Neighborhood Stabilization Program 2 ("NSP2"), pursuant to Title XII of Division A of the American Recovery and Reinvestment Act of 2009.

Voluntary Sale/Acquisition. Pensacola Habitat for Humanity is interested in acquiring property you own for a proposed project which may receive funding assistance from the U.S. Department of Housing and Urban Development (HUD). Please be advised that Pensacola Habitat for Humanity does not have authority to acquire your property by eminent domain. In the event we cannot reach an amicable agreement for the purchase of your property, we will not pursue this proposed acquisition.

We are prepared to offer you \$ 76,000.00 to purchase your property. We believe this amount represents the current market value of your property.

In accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act (URA), owner-occupants who move as a result of a voluntary acquisition are not eligible for relocation assistance.

Please sign below to acknowledge receipt of this notice and return it to us by mail, fax or email (summer@pensacolahabitat.org)

Linda Kay Johnson 10/31/12
Signature Typed or Printed Name Date

If you have any questions about this notice or the proposed project, please contact Summer McCollum, Land Associate at PO Box 13204, Pensacola FL, Phone 850-434-5456 ex 114, Fax 850-434-0805

Sincerely,

Sam McCollum

Offering a hand up, not a handout.



PENSACOLA HABITAT FOR HUMANITY, INC. DOES NOT DISCRIMINATE AGAINST ANY PERSON BECAUSE OF RACE, SEX, RELIGION, HANDICAP, PARTIAL STATUS OR NATIONAL ORIGIN. A COPY OF THE OFFICIAL REGISTRATION AND FINANCIAL INFORMATION FOR THE ORGANIZATION MAY BE OBTAINED FROM THE DIVISION OF CONSUMER SERVICES BY CALLING 1.800.435.7352. REGISTRATION DOES NOT IMPLY ENDORSEMENT, APPROVAL OR RECOMMENDATION BY THE STATE.

AGENDA
PUBLIC WORKS COMMITTEE

December 10, 2012

Chairman: Commissioner Lynchard

Vice Chairman: Commissioner Melvin

1. Discussion of paving the southernmost 1.1 miles of Wallace Lake Road in District Three at an estimated cost of \$70,044.00.
2. Discussion of resurfacing Hunters Ridge Drive and Gomillion Road in District Three at an estimated cost of \$70,042.00.
3. Discussion of paving the following roads in Working District Four at an estimated cost of \$94,701.00:

Durwood Lane
Beasley Road
Domino Road
Hirsch Street
Bernice Road (*off Santa Gertudas Dr.*)
Last Chance Road

4. Discussion of resurfacing the following roads in Working District Four at an estimated cost of \$61,412.00:

Pogue Thompson Road
Cassie Lane
Short Creek Road
Brandywood Street
North Lynn Road



Department of Public Works

SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

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

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

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

December 4, 2012

Mr. Don Salter
Santa Rosa County Board of County Commissioners
6495 Caroline Street
Milton, FL 32570

Dear Commissioner Salter:

The estimated cost to pave the southernmost 1.1 miles of Wallace Lake Road in District Three is \$70,044.00.

Sincerely,

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

Avis Whitfield
Public Works Director

AW/lc



Department of Public Works

SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

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

AVIS WHITFIELD
Director of Public Works
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Thad Allen
Superintendent
Building Maintenance/Parks
P. O. Box 864
623-1569 • 939-1877

December 4, 2012

Mr. Don Salter
Santa Rosa County Board of County Commissioners
6495 Caroline Street
Milton, FL 32570

Dear Commissioner Salter:

The total estimated cost to resurface the following roads in District Three is \$70,042.00:

Hunters Ridge Drive	\$ 33,271.00
Gomillion Road	36,771.00

Sincerely,

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

Avis Whitfield
Public Works Director

AW/lc



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

Stephen L. Furman
Assistant
Public Works Director
6075 Old Bagdad Hwy.
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Thad Allen
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P. O. Box 864
623-1569 • 939-1877

December 4, 2012

Mr. Jim Melvin
Santa Rosa County Board of County Commissioners
6495 Caroline Street
Milton, FL 32570

Dear Mr. Melvin:

The estimated cost of paving the following dirt roads in District Four is \$94,701.00:

Durwood Lane	\$ 11,445.00
Beasley Road	6,148.00
Domino Road	11,380.00
Hirsch Street	15,108.00
Bernice Road (<i>off Santa Gertudas Dr.</i>)	32,373.00
Last Chance Road	18,247.00

Sincerely,

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

Avis Whitfield
Public Works Director

AW/lc



Department of Public Works

SANTA ROSA COUNTY, FLORIDA
Milton, Florida 32583

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

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

December 4, 2012

Mr. Jim Melvin
Santa Rosa County Board of County Commissioners
6495 Caroline Street
Milton, FL 32570

Dear Mr. Melvin:

The estimated cost of resurfacing the following roads in District Four is \$ 61,412.00:

Pogue Thompson Road	\$ 24,412.00
Cassie Lane	8,176.00
Short Creek Road	8,160.00
Brandywood Street	5,323.00
North Lynn Road	15,341.00

Sincerely,

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

Avis Whitfield
Public Works Director

AW/lc

BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Cole
Vice Chairman: Commissioner Melvin

December 10, 2012

Bid Actions:

- 1) Discussion of bids received for HOME Program / Housing Reconstruction Project located at 10406 Double R Ranch Road in Holt. Low bidder meeting specifications is Joe Baker Construction, Inc. with a bid of \$71,750.
- 2) Discussion of bids received for HOME Program / Housing Reconstruction Project located at 9807 John Hamm Road in Milton. Low bidder meeting specifications is Bill Walther Construction with a bid of \$63,284.
- 3) **Budget Amendment 2013 – 048** in the amount of **\$206,774** to carry forward unspent SRC Boating Improvement Funds to the Boating Improvement Fund Reserves in the General Fund.
- 4) **Budget Amendment 2013 – 049** in the amount of **\$120,096** to carry forward prior year unspent funds from the District 1 Capital Fund.
- 5) **Budget Amendment 2013 – 050** in the amount of **\$1,265,467** to carry forward prior year unspent funds from the District II Capital Fund.
- 6) **Budget Amendment 2013 – 051** in the amount of **\$151,570** to carry forward prior year unspent funds from the District III Capital Fund.
- 7) **Budget Amendment 2013 – 052** in the amount of **\$626,036** to carry forward prior year unspent funds from the District IV Capital Fund.
- 8) **Budget Amendment 2013 – 053** in the amount of **\$1,263,238** to carry forward prior year unspent funds from the District V Capital Fund.
- 9) **Budget Amendment 2013 – 054** in the amount of **\$3,098,133** to carry forward prior year Electric Franchise Fee balances \$1,175,591 to Economic Development Reserve; and \$1,922,542 to Road & Drainage Reserve.
- 10) **Budget Amendment 2013 – 055** in the amount of **\$30,000** to carry forward funds for the City of Milton's Conceptual Development Plan for the Master Plan for Blackwater River frontage from the Tourist Development Fund.
- 11) **Budget Amendment 2013 – 056** in the amount of **\$135,375** to carry forward funds and allocates for remaining contracted expenditures in the Ski Watch Estates MSBU.

- 12) **Budget Amendment 2013 – 057** in the amount of **\$40,000** to recognize 2012-2013 DRG (16-05) grant award and authorizes for expenditure in the Grant Fund.
- 13) **Budget Amendment 2013 – 058** in the amount of **\$5,455** to fund the wireless network for the judiciary previously approved at the September 13, 2012 Regular BOCC Meeting from the Fine & Forfeiture Fund.
- 14) **Budget Amendment 2013 – 059** in the amount of **\$4,601** to fund the recurring secretarial support expenses associated with the County Court Division 2 from the Fine & Forfeiture Fund.
- 15) **Budget Amendment 2013 – 060** in the amount of **\$2,662** to carry forward unspent funds from prior year in the Fine & Forfeiture Fund.
- 16) **Budget Amendment 2013 – 061** in the amount of **\$6,920** to fund the boating restriction/regulation signs at Indian Bayou that were approved by the BOCC on September 13, 2012 from the General Fund.
- 17) **Budget Amendment 2013 – 062** in the amount of **\$8,430** to fund the boating restriction/regulation signs at Archie Glover Boat Ramp that were approved by the BOCC on September 13, 2012 from the General Fund.
- 18) **Budget Amendment 2013 – 063** in the amount of **\$6,893** to carry forward fund balance of Partner For Pets donations in the General Fund.
- 19) **Budget Amendment 2013 – 064** in the amount of **\$56,234** to carry forward 2012 Federal Home Program (HUD) funds and allocate for expenditure in the General Fund.

County Expenditure/Check Register:

- 20) Discussion of County Expenditures / Check Register

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** HOUSING RECONSTRUCTION PROJECT LOCATED AT 10406 DOUBLE R RANCH ROAD, HOLT, FL 32564
2. **RESPONSIBLE OFFICE:** HOUSING DEPARTMENT
3. **DESCRIPTION OF SERVICE/PRODUCT:**
Demolition of current dwelling and construction of new dwelling
4. **SCOPE OF WORK:**
Demolition of current dwelling and construction on a 1,040 square foot dwelling
5. **BIDDERS AND PRICES:**

A. Joe Baker Construction, Inc.	\$71,750.00
B. Mike Motes Builders, LLC	\$77,450.00
C. Winterfell Construction, Inc.	\$80,556.00
D. Bill Walther Construction	Non-responsive

PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:** HOUSING RECONSTRUCTION PROJECT LOCATED AT 9087 JOHN HAMM ROAD, MILTON, FL 32583
2. **RESPONSIBLE OFFICE:** HOUSING DEPARTMENT
3. **DESCRIPTION OF SERVICE/PRODUCT:**
Demolition of current dwelling and construction of new dwelling
4. **SCOPE OF WORK:**
Demolition of current dwelling and construction on a 1,144 square foot dwelling
5. **BIDDERS AND PRICES:**

A. Bill Walther Construction	\$63,284.00
B. Joe Baker Construction, Inc.	\$64,050.00
C. Mike Motes Builders, LLC	\$72,950.00
D. Winterfell Construction, Inc.	\$82,985.00

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: November 8, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	001 – 3990002	Bal. Forward Boating Improvements	\$ 206,774
To:	9001 – 5990012	Florida Boating Improvements – Reserves	\$ 206,774

State reason for this request:

Carries forward unspent SRC Boating Improvement Funds to Boating Improvement Fund Reserves.

Requested by Avis Whitfield/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-048**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/12

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: November 28, 2012

FROM: **District I 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>
From:	311 – 3990001	Cash Carry Forward	\$ 120,096
Fund 104:	2321 – 599001	District I Capital Reserves	\$ 120,096

State reason for this request:

Carries forward prior year unspent funds from District I Capital Fund.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-049**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: November 28, 2012

FROM: **District II 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>
From:	312 - 3990001	Cash Carry Forward	\$ 1,265,467
Fund 104:	2322 - 599001	District II Capital Reserves	\$ 1,265,467

State reason for this request:

Carries forward prior year unspent funds from District II Capital Fund.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-050

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this ***13th*** day Of ***December***, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: November 28, 2012

FROM: **District III 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>
From:	313 – 3990001	Cash Carry Forward	\$ 151,570
Fund 104:	2323 – 599001	District III Capital Reserves	\$ 151,570

State reason for this request:

Carries forward prior year unspent funds from District III Capital Fund.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-051

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: November 28, 2012

FROM: **District IV 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>
From:	314 – 3990001	Cash Carry Forward	\$ 626,036
Fund 104:	2324 – 599001	District IV Capital Reserves	\$ 626,036

State reason for this request:

Carries forward prior year unspent funds from District IV Capital Fund.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-052**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this **13th day Of December, 2012.**

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: November 28, 2012

FROM: **District V 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>
From:	315 – 3990001	Cash Carry Forward	\$ 1,263,238
Fund 104:	2325 – 599001	District V Capital Reserves	\$ 1,263,238

State reason for this request:

Carries forward prior year unspent funds from District V Capital Fund.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-053

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: 11/28/2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
FROM:	106 – 3990006	Balance Forward – Economic Development	\$ 1,175,591
	106 – 3990007	Balance Forward – Roads & Drainage	\$ 1,922,542
TO:	9106 – 5990015	Reserves – Economic Development	\$ 1,175,591
	9106 – 5990016	Reserves – Roads & Drainage	\$ 1,922,542

State reason for this request:

Carries forward prior year Electric Franchise Fee balances \$1,175,591 to Economic Development Reserve; and, \$1,922,542 to the Road & Drainage Reserve.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-054

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: 11/30/2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
FROM:	107 - 3990001	Cash Carried Forward	\$ 30,000
TO:	4010 - 581001	Aid to Other Governments	\$ 30,000

State reason for this request:

Carries forward funds for the City of Milton's Conceptual Development Plan for the Master Plan for Blackwater River frontage

Requested by Kate Wilkes/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-055

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Hunter Walker
Sent: Thursday, November 29, 2012 10:54 AM
To: Jayne Bell
Subject: FW: Dec. BOCC meeting
Attachments: Promo fund agreement 11-2012.pdf

From: Kate Wilkes [<mailto:kwilkes27@gmail.com>]
Sent: Thursday, November 29, 2012 10:39 AM
To: Hunter Walker
Subject: Dec. BOCC meeting

Hunter,
At the Nov. 28, 2012 TDC meeting the Council voted to take \$30,000 from TDC fund for the City of Milton's Conceptual Development Plan for the Master Plan for the Blackwater River frontage.

We would also like the BOCC to approve the Promotional Fund Grant Agreement with BP for \$491,000 - attached.

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

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: 11/30/2012

FROM: **Ski Watch Estates MSBU**
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:	129 – 3990001	Cash Carried Forward	\$ 135,375
TO:	8302 – 5340052	Emergency Drainage	\$ 135,375

State reason for this request:

Carries forward funds and allocates for remaining contracted expenditures.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-056

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS



**SANTA ROSA COUNTY
BOARD OF COMMISSIONERS
OFFICE OF MANAGEMENT & BUDGET**



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

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

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

MEMORANDUM

Date: November 26, 2012

To: Jayne Bell, Budget Director

From: Diane Ebentheuer *DE*

Subj: Ski Watch Estates MSBU Budget Amendment

Request budget amendment to carry forward Ski Watch Estates MSBU funds and allocate for remaining contracted expenditures.

Fund 129:	129-3990001	Cash Carried Forward	\$135,375
	8302-5340052	Emergency Drainage	\$135,375

SUNGARD PENTAMATION
 DATE: 11/26/2012
 TIME: 13:01:41

SANTA ROSA COUNTY BOCC
 PRINT BALANCE SHEETS BY FUND

PAGE NUMBER: 1
 STATMN11

SELECTION CRITERIA: genledgr.fund='129'
 ACCOUNTING PERIOD: 2/13

FUND - 129 - MSBU SEWER SKIWATCH EST				
ACCOUNT - - - - -	TITLE - - - - -		DEBITS	CREDITS
101101	CHECKING		103,964.31	
TOTAL CASH AND POOLED EQUITY			103,964.31	.00
TOTAL ASSETS			103,964.31	.00
241000	EXPENDITURE BUDGET CONT			47,067.00
241100	REVENUE BUDGET CONT		47,067.00	
242000	EXPENDITURE CONTROL		46,137.00	
242100	REVENUE CONTROL			48.90
271000	FUND BALANCE			135,325.14
TOTAL EQUITIES			93,204.00	182,441.04
281000	FUND BAL RESTRICTED			13,421.81
TOTAL FUND BAL RESTRICTED			.00	13,421.81
TOTAL EQUITIES			93,204.00	195,862.85
TOTAL MSBU SEWER SKIWATCH EST			197,168.31	195,862.85
TOTAL REPORT			197,168.31	195,862.85

103,964.31
 - 135,375.00 CCF

 (31,410.69)

Note: 46,137.00
 Debt since was transferred
 already + assessments
 for this year (now Nov)
 are 46,520.

dk [Signature]

SUNGARD PENTAMATION
 DATE: 11/26/2012
 TIME: 11:03:34

SANTA ROSA COUNTY BOCC
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 1
 AUDIT21

SELECTION CRITERIA: orgn.fund='129' 1=1
 ACCOUNTING PERIODS: 1/12 THRU 13/12

SORTED BY: FUND,ACCOUNT

TOTALED ON: FUND

PAGE BREAKS ON: FUND

FUND - 129 - MSBU SEWER SKIWATCH EST
 DEPARTMENT - 8302 - MSBU SEWER SKIWATCH EST

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
129-530-535-8302-8302 - MSBU SEWER SKIWATCH EST									
534001									
	09/30/11				.00	.00	.00	BEGINNING BALANCE	
	07/25/12		20121966		980.00	952.00		POSTED FROM BUDGET SYSTEM	
								RECORD MSBU 2% FEE	
TOTAL					980.00	952.00	.00		28.00
5340052									
	09/30/11				.00	.00	.00	BEGINNING BALANCE	
	10/06/11		109526	6283 WATERFRONT PROPE	268,500.00	28,500.00	.00	POSTED FROM BUDGET SYSTEM	
	12/22/11		111158	6283 WATERFRONT PROPE		24,000.00	.00	SKI WATCH COMMUNITY	
	01/25/12				-500.00		.00	SKI WATCH HOA	
	02/20/12		V1951	6283 WATERFRONT PROPE		22,500.00	.00	TO DEBT SERVICE COSTS	
	04/09/12		V2546	6283 WATERFRONT PROPE		21,000.00	.00	SKI WATCH HOA	
	05/24/12		V2963	6283 WATERFRONT PROPE		37,125.00	.00	SKI WATCH	
TOTAL					268,000.00	133,125.00	.00	DREDGING/SKI WATCH	134,875.00
573001									
	09/30/11				.00	.00	.00	BEGINNING BALANCE	
	11/10/11		20120266		7,500.00	2,500.00	.00	POSTED FROM BUDGET SYSTEM	
	01/25/12				500.00		.00	DEBT PROCEEDS 11/10/2011	
	01/26/12		111701	5365 MCGUIREWOODS LLP		5,500.00	.00	INCREASE AUTHORITY	
TOTAL					8,000.00	8,000.00	.00	SKI WATCH EST DREDGIN	.00
59100201									
	09/30/11				.00	.00	.00	BEGINNING BALANCE	
	11/15/11		20120297		40,730.00	40,730.00	.00	POSTED FROM BUDGET SYSTEM	
TOTAL					40,730.00	40,730.00	.00	BUDGET TRANSFERS	.00
599001									
	09/30/11				.00	.00	.00	BEGINNING BALANCE	
TOTAL					.00	.00	.00	POSTED FROM BUDGET SYSTEM	.00
TOTAL FUND - MSBU SEWER SKIWATCH EST					317,710.00	182,807.00	.00		134,903.00

+500
 = 135,375

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: 11/30/2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
FROM:	104 – 33450085	Defense Reinvestment Grant (DRG)	\$ 40,000
TO:	0793 – 5340075	Defense Reinvestment Grant Project	\$ 40,000

State reason for this request:

Recognizes 2012-2013 DRG (16-05) grant award and authorizes for expenditure.

Requested by Sheila Harris/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-057

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Harris
Sent: Tuesday, November 20, 2012 2:26 PM
To: Jayne Bell
Subject: Budget Amendment Request - 2013 DRG Grant Award

Hi Jayne,

Please process a budget amendment as follows:

104 - 33450085	Defense Reinvestment Grant (DRG)	\$40,000
0793 - 5340075	Defense Reinvestment Grant Project	\$40,000

Recognizes 2012-2013 DRG (13-05) grant award and authorizes for expenditure.

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

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: 11/30/2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
FROM:	102 – 3990001	Cash Carried Forward	\$ 5,455
TO:	5004 – 564001	Machinery & Equipment	\$ 5,455

State reason for this request:

Funds the wireless network for the judiciary previously approved at the September 13, 2012 Regular BOCC Meeting.

Requested by Brenda Van Brussel/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-058

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: 11/30/2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
FROM:	102 - 3990001	Cash Carried Forward	\$ 4,601
TO:	5004 - 534001	Other Contract Services	\$ 4,601

State reason for this request:

Funds recurring secretarial support expenses associated with County Court Division 2.

Requested by Brenda Van Brussel/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-059

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Brenda VanBrussel <Brenda.VanBrussel@FLCOURTS1.GOV>
Sent: Monday, November 19, 2012 1:25 PM
To: Jayne Bell
Cc: Will Moore
Subject: Budget Amendment Request

Jayne:

I am requesting the following budget amendment of \$4,600 as follows:

FROM: Court Innovations Reserve Account

TO: 102 Fine & Forfeiture Fund
5004 / 534001 Other Contract Services

As we discussed, there was a balance of \$4,600.99 in the Other Contract Services account at the end of the FY. As required, any balance is rolled into the Court Innovations Reserve Account at the end of the fiscal year. This budget amendment is returning the balance since we still are incurring the secretarial support expenses associated with County Court Division 2.

Please let me know if you should you have any questions or need any additional information to process this request.
Thank you.

B

Brenda Van Brussel
Court Operations Manager
Santa Rosa County
850.623.3159 Office
850.698.7856 Cell
Brenda.VanBrussel@flcourts1.gov

 Please consider the impact to the environment before printing this e-mail.

Attention: The information contained in this E-mail message may be privileged and confidential under Fla. R. Jud. Admin. 2.420 and information intended only for the use of the individual(s) named above. If the reader of this message is not the intended recipient, you are hereby notified that any dissemination, distribution, or copy of this communication is strictly prohibited. If you have received this communication in error, please contact the sender by reply E-mail and destroy all copies of the original message. Thank you.

Email scanned by Check Point

SUNGARD PENTAMATION
 DATE: 11/15/2012
 TIME: 12:38:47

SANTA ROSA COUNTY BOCC
 EXPENDITURE AUDIT TRAIL

PAGE NUMBER: 3
 AUDIT21

SELECTION CRITERIA: orgn.fund='102' 1=1
 ACCOUNTING PERIOD: 13/12

SORTED BY: FUND,ACCOUNT

TOTALED ON: FUND

PAGE BREAKS ON: FUND

FUND - 102 - FINE AND FORFEITURE
 DEPARTMENT - 5016 - COURT FACILITY

ACCOUNT DATE	T/C	PURCHASE O	REFERENCE	VENDOR	BUDGET	EXPENDITURES	ENCUMBRANCES	DESCRIPTION	CUMULATIVE BALANCE
52410		WORKERS COMPENSATION	(cont'd)						
TOTAL		WORKERS COMPENSATION			4,100.00	4,100.00	.00		.00
102-710-719-5003-5003 - LEGAL AID									
534001		OTHER CONTRACTUAL SERVICE			38,000.00	28,003.25	.00	BEGINNING BALANCE	
10/15/12		21-13	V4620	00017069		9,996.75	.00	07/01/12-09/30/12	
TOTAL		OTHER CONTRACTUAL SERVICE			38,000.00	38,000.00	.00		.00
102-710-719-5004-5004 - COURT INNOVATIONS									
534001		OTHER CONTRACTUAL SERVICE			10,320.00	4,646.98	.00	BEGINNING BALANCE	
10/15/12		21-13	V4617	00018523		581.44	.00	BRITTANY SEYMOUR	
10/15/12		21-13	V4617	00018523		490.59	.00	BRITTANY SEYMOUR	
TOTAL		OTHER CONTRACTUAL SERVICE			10,320.00	5,719.01	.00		4,600.99
102-710-712-5016-5016 - COURT FACILITY									
534001		OTHER CONTRACTUAL SERVICE			20,000.00	9,301.60	.00	BEGINNING BALANCE	
10/02/12		21-13	V4551	5453		100.00	.00	SEPTEMBER 2012	
10/02/12		21-13		000154		.00	.00	SA0015 6	
10/02/12		21-13		000154		.00	.00	SA0015 10	
10/02/12		21-13		000154		.00	.00	SA0015 24	
10/02/12		21-13	V4561	001432		43.00	.00	8138	
10/02/12		21-13	117157	00019699		650.89	.00	7094195	
10/15/12		21-13	V4623	001432		72.00	.00	CUST # 7555	
10/29/12		21-13	117673	000154		50.00	.00	SA0015 6	
10/29/12		21-13	117673	000154		20.00	.00	SA0015 10	
10/29/12		21-13	117673	000154		20.00	.00	SA0015 24	
10/30/12		21-13		000154		.00	.00	SA0015 10	
10/30/12		21-13		000154		.00	.00	SA0015 24	
10/30/12		21-13		000154		.00	.00	SA0015 6	
TOTAL		OTHER CONTRACTUAL SERVICE			20,000.00	10,257.49	.00		9,742.51
102-670-689-5017-5017 - CIRCUIT - JUVENILE									
534001		OTHER CONTRACTUAL SERVICE			38,000.00	8,681.71	.00	BEGINNING BALANCE	
TOTAL		OTHER CONTRACTUAL SERVICE			38,000.00	8,681.71	.00		29,318.29

put
 Back into
 Contractual
 Services

* THERE IS A NOTE ASSOCIATED WITH THIS TRANSACTION

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: 11/30/2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
FROM:	102 – 3990001	Cash Carried Forward	\$ 2,662
TO:	5002 – 554001	Books/Publications/Subs	\$ 2,662

State reason for this request:

Carries forward unspent funds from prior year.

Requested by Brenda Van Brussel/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-060

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: December 4, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	9001 – 5990012 9000 – 5900101	Florida Boating Improvements - Reserves To Road & Bridge Fund	(\$ 6,920) \$ 6,920
To:	101-38100011 2100 – 534001	From General Fund Other Contractual Services	\$ 6,920 \$ 6,920

State reason for this request:

Funds the boating restriction/regulation signs at Indian Bayou that was approved by the BOCC on September 13, 2012.

Requested by Avis Whitfield/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-061

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Avis Whitfield
Sent: Tuesday, December 04, 2012 2:54 PM
To: Jayne Bell
Cc: Hunter Walker; Stephen Furman; Louann Callahan
Subject: Budget amendment

Jayne,

Please add an item to the budget agenda to move \$6920 from Boater Registration Fees to 2100-534001 (Other Contractual Services) to fund the boating restriction/regulation signs at Indian Bayou that were approved by the BOCC on September 13, 2012. The work will be performed by Davis Marine as outlined below.

Avis Whitfield
Director
Santa Rosa County Public Works

-----Original Message-----

From: davmarinc [mailto:davmarinc@bellsouth.net]
Sent: Tuesday, November 27, 2012 3:03 PM
To: Stephen Furman
Subject: Re: Santa Rosa County No Wake sign installation

INDIAN BAYOU

- 1. MOBILIZATION.....\$1100
- 2. PURCHASE 4 MARINE TREATED PILINGS- \$1620
- 3. LABOR TO INSTALL PILINGS.....\$1966
- 4. LABOR AND MATERIALS FOR SIGN.....\$1194
- 5. LABOR TO INSTALL SIGNS.....\$740
- TOTAL.....\$6920

COMMENTS:

- Based on 25' pilings
- Based on 12' water depth or less
- No permit fees included
- Signs provided by others
- Deduct \$500 for every pole that is not needed

From: Stephen Furman
Sent: Wednesday, November 07, 2012 12:01 PM
To: 'davmarinc'
Subject: Santa Rosa County No Wake sign installation

Santa Rosa County is requesting quotes for the installation of signage required for two (2) FWC issued permits designating sections of waterways as "No Wake Zones". The designated areas are in the vicinity of the County boat ramp on Indian Bayou and at the Archie Glover Boat Ramp, just north of Interstate 10. Location maps for each site are included in the attached permit documents.

Santa Rosa County will provide all of the 3' x 4' sign plates, with the required markings. All other materials, and all required labor, are to be provided for in the price quote.

Please provide three separate quotes. One for the Archie Glover signs, one for the Indian Bayou signs, and, one that includes both areas under the same quote. If interested, please provide the requested quotes to me no later than 12:00 noon, Monday, Nov. 26th. All quote information will be kept in strictest confidence until all solicited quotes are received.

If you have any questions, please contact me.

Thanks,

Stephen Furman

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

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

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

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: December 4, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	9001 – 5990012 9000 – 5900101	Florida Boating Improvements - Reserves To Road & Bridge Fund	(\$ 8,430) \$ 8,430
To:	101-38100011 2100 – 534001	From General Fund Other Contractual Services	\$ 8,430 \$ 8,430

State reason for this request:

Funds the boating restriction/regulation signs at Archie Glover Boat Ramp that was approved by the BOCC on September 13, 2012.

Requested by Avis Whitfield/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-062**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Avis Whitfield
Sent: Tuesday, December 04, 2012 3:00 PM
To: Jayne Bell
Cc: Stephen Furman; Louann Callahan
Subject: Budget amendment

Jayne,

Please add an item to the budget agenda to move \$8430 from Boater Registration Fees to 2100-534001 (Other Contractual Services) to fund the boating restriction/regulation signs at Archie Glover Boat Ramp that were approved by the BOCC on September 13, 2012. The work will be performed by Davis Marine as outlined below.

Avis Whitfield
Director
Santa Rosa County Public Works

ARCHIE GLOVER

1. MOBILIZATION\$1100
2. PURCHASE PILING.....\$2080
3. LABOR TO INSTALL 6 PILING,,,,\$2599
4. LABOR AND MATERIAL FOR SIGN FRAMES,,,,\$1441
5. INSTALL Signs\$1210

COMMENTS

- Based on 12' of water or less
- No permit fees are included
- Based on 25' pilings
- Signs furnished by others
- Deduct \$500 for every piling below 10 that is not needed

From: Stephen Furman
Sent: Wednesday, November 07, 2012 12:01 PM
To: 'davmarinc'
Subject: Santa Rosa County No Wake sign installation

Santa Rosa County is requesting quotes for the installation of signage required for two (2) FWC issued permits designating sections of waterways as "No Wake Zones". The designated areas are in the vicinity of the County boat ramp on Indian Bayou and at the Archie Glover Boat Ramp, just north of Interstate 10. Location maps for each site are included in the attached permit documents.

Santa Rosa County will provide all of the 3' x 4' sign plates, with the required markings. All other materials, and all required labor, are to be provided for in the price quote.

Please provide three separate quotes. One for the Archie Glover signs, one for the Indian Bayou signs, and, one that includes both areas under the same quote. If interested, please provide the requested quotes to me no later than 12:00 noon, Monday, Nov. 26th. All quote information will be kept in strictest confidence until all solicited quotes are received.

If you have any questions, please contact me.

Thanks,

Stephen Furman

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

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

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

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: December 5, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	001 – 3990001	Cash Carry Forward	\$ 6,893
To:	001 – 36600022	Partner For Pets Donations	\$ 6,893

State reason for this request:

Carries forward balance of donations from prior year.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-063**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: December 5, 2012

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	001 – 3990001	Cash Carry Forward	\$ 6,893
To:	001 – 39900022	Balance Forward Partner For Pets	\$ 6,893

State reason for this request:

Carries forward balance of donations from prior year.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2013-063

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 12/10/2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: December 5, 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 – 3990001	Cash Carried Forward	\$ 56,234
	9104 – 5910001	To General Fund	\$ 56,234
Fund 001:	001 – 3810043	From Grants Fund	\$ 56,234
	3301 – Various	See Attached	\$ 56,234

State reason for this request:

Carries forward 2012 Federal Home Program (HUD) Funds and allocates for expenditure.

Requested by: Janice Boone/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2013-064**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: December 10, 2012

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13th day Of December, 2012.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

BA2013-064 (cont)

Fund	Dept.	<u>Community Development Housing Program</u>			
001	3301	51210	Regular Salaries	\$	47,254
		52110	FICA	\$	3,000
		52210	Retirement	\$	2,500
		52310	H&A Insurance	\$	3,000
		5490011	Advertising	\$	480
			Total Expenditure	\$	56,234

Budget Amendment Request:

11/7/2012

FUND	104 Grants		
DEPT	0787 HUD HOME Program		
Revenue Account:		3413004	
	Funds Received 8/20/12		56,234.00
		Total	<u><u>56,234.00</u></u>
TO:	General Fund		
	3301-51210	Regular Salaries	\$ 47,254.00
	3301-52110	FICA	\$ 3,000.00
	3301-52310	H&A Insurance	\$ 3,000.00
	3301-5490011	Advertising	\$ 480.00
	3301-551001	Office Supplies	\$ -
	3301-531001	Professional Services	\$ -
	3301-52210	Retirement	\$ 2,500.00
		Total	<u><u>\$ 56,234.00</u></u>

Escambia Consortium

Reimbursement of administration expense for the HUD HOME Program.

3/1/12 thru 7/31/12

Request allocation to housing cost center to recognize funds received.

Requested by:

Janice Boone
Housing Program Mgr.

No support documentation for this agenda item.