

October 10, 2011

**ECONOMIC DEVELOPMENT COMMITTEE**

1. Discussion of installation by MediaCom of optical fiber cable in the Santa Rosa Industrial Park at cost not to exceed \$50,000.
2. Discussion of resolution providing for ad valorem tax abatement for economic development as economic development incentive.
3. Discussion of Joyce Yon as the National Caucus and Center on Black Aged, Inc. appointment to the Workforce Escarosa, Inc. Board of Directors.



To: Santa Rosa County Board of County Commissioners  
From: Cindy W. Anderson, P.E., Executive Director  
Re: Optical Fiber in the Santa Rosa Industrial Park  
Date: September 29, 2011

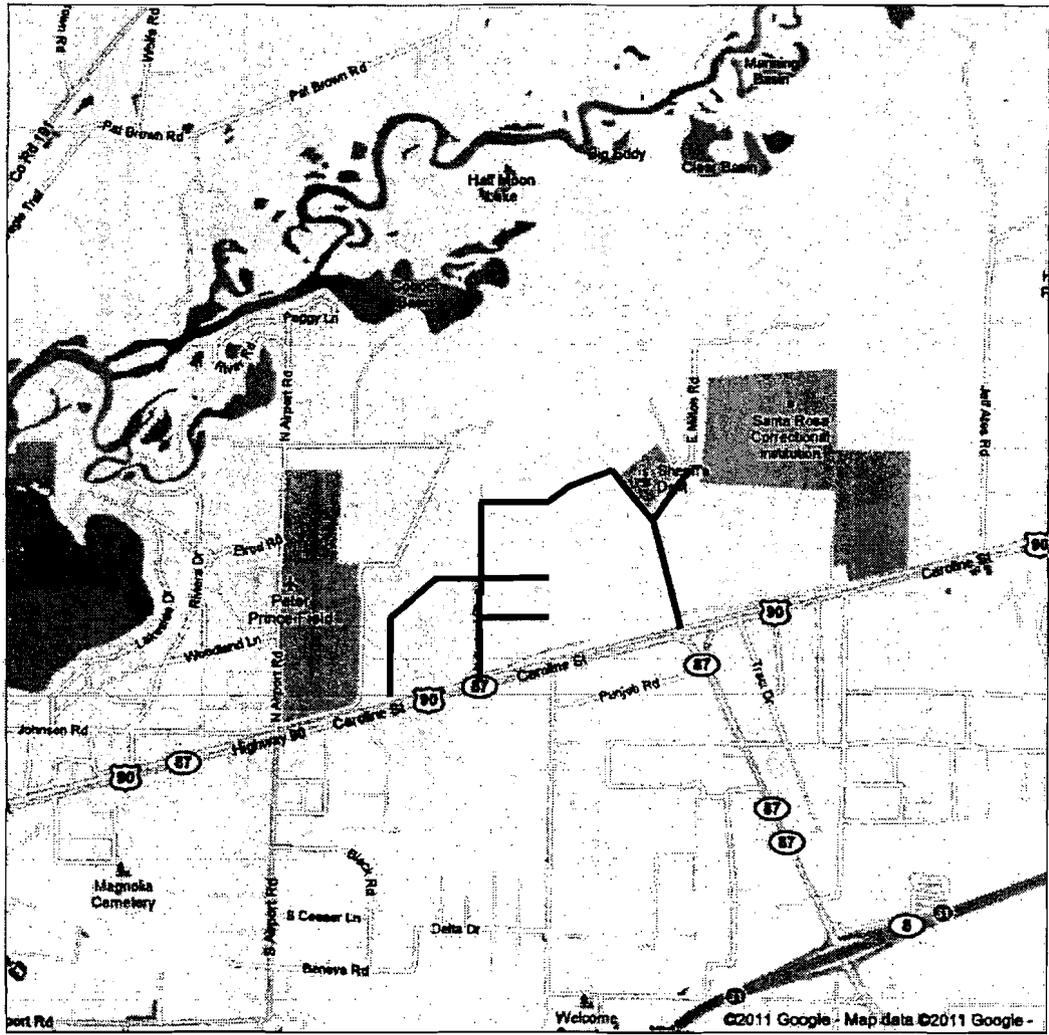
**RECOMMENDATION**

That the Board of County Commissioners approve up to \$50,000 from the Economic Development Reserves for the installation of optical fiber in the Santa Rosa Industrial Park (SRIP) to ensure all existing and future tenants in the primary portion of the Park (see attached map) be provided access to this service.

**BACKGROUND**

TEAM Santa Rosa the Economic Development Council is constantly listening to our existing industries and identifying means to provide them what they require to be more successful. The need for fiber has always been a discussion item relative to the SRIP. However, recently, with all the changes in technology and the need for better data, voice and video transmission, more companies are looking at an improved system. We are working with different potential providers. We are comfortable that it should not exceed \$50,000. Once we have a formal quote from each of the three, we will provide to the County Administrator for action.

Specific tenants in the Park have urgency and we desire to move as expeditiously as possible, which is why we are asking for funding to be put into place at this time.



Jay Overman  
Chairperson  
Susan Nelms  
Executive Director

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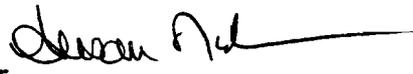
workforceescarosa



Connecting businesses and resources.

**MEMORANDUM**

**TO:** Hunter Walker, County Administrator  
Santa Rosa County Board of Commissioners

**FROM:** Susan Nelms   
Executive Director

**DATE:** October 4, 2011

**RE:** The National Caucus and Center on Black Aged, Inc. Appointment

Please find enclosed a letter from John J. Eckert, Program Coordinator, The National Caucus and Center on Black Aged (NCBA), Inc., appointing Joyce Yon to represent NCBA on the Workforce Escarosa, Inc. Board of Directors. Ms. Yon will replace Mr. Eckert who currently represents NCBA on the Workforce Escarosa Board of Directors. The Workforce Investment Act of 1998 mandates an Older American Act Employment Program representative on regional workforce boards.

If you have any questions or need additional information, please contact me at 473-0939. Thank you for your assistance with the above.

/js

Enclosure

Regional Workforce Board  
9111 Sturdevant Street  
Pensacola, FL 32514  
Phone: (850) 473-0939  
Fax: (850) 473-0935

Pensacola Center  
3670-A North "L" Street  
Pensacola, FL 32505-5217  
Phone: (850) 607-8700  
Fax: (850) 607-8849

Milton Center  
5725 Highway 90  
Milton, FL 32583  
Phone: (850) 983-5325  
Fax: (850) 983-5330

Century Center  
8120 N. Century Blvd.  
Century, FL 32535  
Phone: (850) 256-6259  
Fax: (850) 256-6266

[www.workforceescarosa.com](http://www.workforceescarosa.com)



September 23, 2011

The National Caucus and Center on Black Aged, Inc.  
Senior Community Service Employment Program (SCSEP)  
5341 Stewart Street  
Milton, Florida 32570  
Phone: 850-623-3046  
Fax: 850-623-3045

Ms Susan Nelms  
Executive Director  
Workforce Escarosa  
9111 Sturdevant St, Ste A  
Pensacola, Fl, 32514

Dear Ms Nelms

Under the provisions of the Workforce Investment Act (WIA), Ms Joyce Yon is appointed as the permanent representative of the National Caucus and Center on Black Aged (NCBA) to sit as a member of your Workforce Board.

This appointment supersedes any previous appointments and will remain in effect until further notice from this Headquarters.

Ms Yon is a first time member of the Board but will be a benefit to the Board and NCBA.

Thanking you in advance for your consideration in this matter,

Sincerely,



JOHN J ECKERT  
Program Coordinator  
NCBA Florida

**WORKFORCE ESCAROSA, INC.  
BOARD MEMBERSHIP PROFILE - PRIVATE SECTOR**

TYPE OF BUSINESS (Check all that apply):  Small Business (less than 500 employees)  
 Minority Owned

Name: JOYCE M. YON Title: EMPLOYEE SPECIALIST  
 Business Name: NCBA, SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM  
 Address: 5341 STEWART ST.  
MILTON, FL 32570 Phone No.: (850) 623-3046  
 FAX No.: (850) 623-3045  
 E-Mail Address: NCBA\_JOY@COX.NET  
 Cell Phone No.: (850) 208-4731

Home Address: 538 ROYCE ST., #5A  
PENSACOLA, FL 32503

**MEMBERSHIP DEMOGRAPHICS (for reporting purposes)**

<b>GENDER:</b> <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<b>RACE:</b> <input type="checkbox"/> Black <input type="checkbox"/> Asian <input type="checkbox"/> Hispanic <input checked="" type="checkbox"/> White <input type="checkbox"/> Ameri. Indian <input type="checkbox"/> Other	<b>VETERAN:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>AGE:</b> <input type="checkbox"/> < 55 <input checked="" type="checkbox"/> 55 OR >	<b>DISABLED:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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**Community Organization Memberships**

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**Board Memberships**

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*Briefly state why you would like to become involved in the Workforce Escarosa, Inc. Board.*  
To be able to (hopefully) contribute to the betterment of our community and Escambia/Santa Rosa Counties.

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Does your company currently provide any service or products to Workforce Escarosa, Inc.?  
 Yes  No

Please attach a copy of your resume' to this form

October 10, 2011

**ADMINISTRATIVE COMMITTEE**

1. Discussion of establishing term limits for the Tourist Development (TDC) Board of Directors.
2. Discussion of renewal of Marketing Services Agreement with MDi Media Group, Inc. through September 30, 2011 as recommended by the Tourist Development Council.
3. Discussion of soliciting proposals for architectural services for construction of amphitheatre on Navarre Beach.
4. Discussion of appointments to fill three (3) vacancies on the Santa Rosa Bay Bridge Authority Board of Directors.
5. Discussion of proposed amendment to lease with Milton Aviation Partners, LLC for fixed base operator services at Peter Prince Airport.
6. Discussion of probable costs associated with water and sewer installation on east side of Peter Prince Airport for proposed aircraft hangars.
7. Discussion of soliciting proposals for water intrusion repair at the Fisher Hamilton building.
8. Discussion of request from Element Markets for extension of the contract evaluation period an additional 120 days.
9. Discussion of Mediated Settlement Agreement in Owens v. Santa Rosa County case.
10. Discussion of annual contract with Florida State University for mosquito surveillance program for FY 2012.
11. Discussion of contract with Fabre Engineering, Inc. for construction and inspection services for 2010 Community Development Block Grant for Neighborhood Revitalization for Navarre East wastewater project.
12. Discussion of proposals for architectural services for Equestrian Center at East Milton Park.

13. Discussion of soliciting proposals for architectural services for community center in south Santa Rosa County.
14. Discussion of Resolution designating County Housing Program Manager as the Fair Housing contact person and the County Human Services Director/Risk Manager as the Equal Employment Opportunity and Section 504 handicapped accessibility contact person.
15. Discussion of request from Navarre Patriots to hold fish fry benefiting the Navarre High Junior ROTC program following Veterans Day program November 11, 2011 at Navarre Park including waiver of pavilion fee.
16. Discussion of fourth annual Sunset Stampede 5K Run/Walk on Navarre Beach April 7, 2012 in Navarre Beach Park.
17. Discussion of Board member to serve on Canvassing Board for 2012 election cycle.
18. Discussion of request from the Navarre Krewe of Jesters to hold the 26<sup>th</sup> Annual Navarre Beach Mardi Gras parade on Saturday, February 18, 2012.
19. Discussion of scheduling 2011-2012 Board reorganization meeting at conclusion of November 10, 2011 regular meeting.
20. Discussion of cancellation of the November 21, 2011 and December 19, 2011 Committee-of-the-Whole meetings and November 24, 2011 and December 22, 2011 regular meetings due to observance of Thanksgiving and Christmas holidays.
21. Appeal of Bagdad Architectural Advisory Board by Julia Brown scheduled for 9:15 a.m. Thursday, October 13, 2011.
22. Public Hearing items scheduled for 9:30 a.m. Thursday, October 13, 2011:

Resolution authorizing the Escambia County Housing Finance Authority issue \$150,000,000 Single Family Mortgage Revenue Bonds for first time homebuyers program and authorize Interlocal Agreement with Authority as participating County.



# 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  
JOEL D. HANIFORD, OMB Director

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

TO: Board of Commissioners

FROM: *W/W* Hunter Walker, County Administrator

DATE: September 26, 2011

SUBJECT: Tourist Development Council (TDC) Term Limits

At the September 6, 2011 Committee-of-the-Whole meeting the Board tabled discussion of this item until the October 10, 2011 Committee meeting. Currently the Santa Rosa County TDC has no limitation on the number of terms served by the TDC Board of Directors. Of the area Tourist Development Councils, two (Escambia and South Walton) have no term limits and two (Bay and Okaloosa) limit members to two (2) consecutive four (4) year terms.

Attached is the criteria and selection process followed by the TDC to fill the most recent vacancies. Also attached is 2010-2011 TDC Board of Directors with appointment dates filled-in by Kate Wilkes.

This matter will be on the October 10, 2011 Committee-of-the-Whole agenda as directed.

**TDC Recommendations for Criteria and Selection Process for TDC vacancies  
TDC Meeting April 21, 2010**

**Time line for public notice**

**3 months prior to end of term public notice in newspapers**

**1 month prior TDC Board review input at August TDC meeting**

**Submit all applications and TDC recommendations to SRC BOCC-Sept.**

**Complete application**

**Tourism experience, knowledge and background**

**Demonstrate involvement at the Committee level**

**No term limits**

## SANTA ROSA TOURIST DEVELOPMENT COUNCIL 2010-2011 BOARD OF DIRECTORS

**Chair - Vernon Compton (10/2009-10/2013)**  
(Tourism Related)  
**Longleaf Alliance**  
8831 Whiting Field Circle 2005/2006 - present  
Milton, FL 32570  
623-0987 FAX: 981-5425  
[vernon@longleafalliance.org](mailto:vernon@longleafalliance.org)

**Clayton White (10/2007-10/2011)**  
(Municipality)  
**City of Milton** — 2000/2001 - present  
5365 Park Lane  
Milton, FL 32570  
850-623-3089 FAX: 850-626-2339  
[adminsec@ci.milton.fl.us](mailto:adminsec@ci.milton.fl.us)

**Jack Sanborn (10/2007-10/2011)**  
(Tourism Related) 1999/2000 - present  
**Gulf Star/Adventures Unlimited**  
8974 Tomahawk Landing Road  
Milton, FL 32570  
850-623-6197 or 800-239-6864  
FAX: 850-626-3124  
[jades1952@aol.com](mailto:jades1952@aol.com)

**Councilman J.B. Schutter (10/2009-10/2013)**  
(Municipality)  
**City of Gulf Breeze** — 2006/2007 - present  
Gulf Breeze, FL 322561  
232-0939  
[innerlightjb@aol.com](mailto:innerlightjb@aol.com)

**Dorothy Slye (10/2009-10/2013)**  
(Accommodation)  
**Navarre Beach Agency** 1997/1998 - present  
1804 Prado Street  
Navarre, FL 32566  
939-2020 EX.102 FAX: 939-3298  
[dslye@bellsouth.net](mailto:dslye@bellsouth.net) or  
[Dorothy.Slye@gmail.com](mailto:Dorothy.Slye@gmail.com)

**Commissioner Jim Melvin (10/2010-10/2014)**  
**Santa Rosa County Commissioners' Office** —  
6495 Caroline Street, Suite M  
Milton, FL 32570  
983-1877 FAX: 983-1856  
[comm-melvin@santarosa.fl.gov](mailto:comm-melvin@santarosa.fl.gov)

**Kati Curle (10/2007-10/2013)**  
(Accommodation) 1995/1996 - present  
**Dale E. Peterson Vacations**  
8666 Navarre Parkway  
Navarre, FL 32566  
850-650-7002 FAX: 850-650-6147  
[kcurle@destinresorts.com](mailto:kcurle@destinresorts.com) or  
[kcurle@hotmail.com](mailto:kcurle@hotmail.com)

**\*ALTERNATE\***  
**Commissioner Jim Williamson**  
6495 Caroline Street, Suite M  
Milton, FL 32570  
983-1877 FAX: 983-1856  
[comm-williamson@santarosa.fl.gov](mailto:comm-williamson@santarosa.fl.gov)

**Ed Taylor (10/2007-10/2011)**  
(Tourism Related)  
**Gulf Power Company** 2001/2002 - present  
140 Hollywood Blvd. S.W.  
Ft. Walton Beach, FL 32548  
244-4779 FAX: 833-4825  
[eltaylor@southernco.com](mailto:eltaylor@southernco.com)

**STAFF**  
**Kate Wilkes**  
**Santa Rosa Co. Tourist Development Council**  
**Executive Director**  
8543 Navarre Parkway  
Navarre, FL 32566  
939-8666 CELL: 232-4366  
FAX: 939-0085  
[srctdc@mchsi.com](mailto:srctdc@mchsi.com)

**Ira Mae Bruce (10/2008-10/2012)**  
(Accommodation) 1992/1993 - 97/98  
**Century 21 Island View Realty**  
8510 Navarre Parkway  
Navarre, FL 32566  
939-2774 FAX: 939-3804  
[iramae@navarre21.com](mailto:iramae@navarre21.com) 2003/2004 - present

**Nancy Sandler**  
**Brittany Rounds**  
**SRC TDC Admin**  
8543 Navarre Parkway  
Navarre FL 32566  
939-8666  
[info@floridabeachestorivers.com](mailto:info@floridabeachestorivers.com)

**Hunter Walker**

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**From:** Kate Wilkes [kwilkes27@gmail.com]  
**Sent:** Thursday, September 22, 2011 3:47 PM  
**To:** Hunter Walker  
**Subject:** MDi / TDC Contract

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At the Sept. 21, 2011 Tourist Development Council meeting the Council voted to recommend renewal of the Marketing Services Agreement with MDi Media Group, Inc.

--

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

## MARKETING SERVICES AGREEMENT

**THIS AGREEMENT** made and entered into by and between Santa Rosa County, having its principal office at 8543 Navarre Parkway; Navarre, Florida, 32566 (hereinafter the "CLIENT"), and MDi media group inc., an Alabama corporation, having its principal office at 601 Government Street, Mobile Alabama 36602 (hereinafter the "GROUP").

**WHEREAS**, the GROUP is in the business of providing marketing programs for its clients, including brand development and marketing consultation services, and of planning, creating, establishing and monitoring marketing communications programs on behalf of retained clients; The CLIENT hereby appoints the GROUP, and the GROUP hereby agrees to serve as the CLIENT's Agency of Record for advertising, marketing and public relations. The GROUP is hereby authorized to purchase media and outside services on the CLIENT's behalf as the CLIENT's Agent, pending the CLIENT's approval of such purchases. The GROUP shall devote its best efforts to further the CLIENT's interests and endeavor to make their communications successful. The GROUP shall supervise mutually agreed upon media, graphic design, packaging, collateral and promotional materials for appearance, accuracy, timeliness, position, size and mechanical reproduction. The GROUP shall credit and pay all bills incurred on behalf of the CLIENT's account, insuring timeliness and meeting vendor payment obligations, and shall make no commitments or incur obligations for the CLIENT's account without authorization or approval from the CLIENT.

**NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:**

**1. Appointment and Authorization of GROUP.**

- A. The GROUP is hereby retained, appointed and engaged to represent the CLIENT in carrying out certain of its marketing programs, subject to the terms and conditions of this Agreement. For purposes of this Agreement, the term "marketing programs" shall include those specific services of the GROUP set forth more specifically on Addendum "A" attached hereto and made an integral part hereof, as the same may be modified and amended from time to time by mutual agreement of the GROUP and CLIENT.
- B. In order to carry out the purposes of this Agreement, the CLIENT hereby authorizes the GROUP, as an agent of the CLIENT, to enter into contracts and other agreements with third parties, and the CLIENT agrees to be primarily liable to GROUP for all payments due as a disclosed principal thereunder. The GROUP agrees that it shall use its best efforts to insure that such third party contracts and agreements are at competitive prices, and to obtain CLIENT's consent to such contracts and agreements as provided in Section 7 hereinafter. In addition, while the GROUP shall endeavor to prevent any loss to the CLIENT as a result of improper performance by any third party, in no event shall the GROUP be held liable or responsible to the CLIENT for the acts or omissions of any third party.

## **2. GROUP Exclusivity.**

- A. During the term of this Agreement, without the full knowledge and written consent of the CLIENT, the GROUP shall not represent any other client in connection with providing products or services which are directly competitive with the CLIENT's products or services set forth on Addendum "B" attached to and made an integral part of this Agreement.
- B. During the term of this Agreement, without full disclosure to the GROUP, the CLIENT shall not, within the geographic territory specified herein, engage the services of any other GROUP for the purpose of providing CLIENT with the products and/or type of services as mutually agreed upon to be provided by the GROUP under this Agreement, for any of the CLIENT's products or services identified on Addendum "B". **However, this provision shall not apply to any effort by Client to help secure an airline carrier to serve the area.**

## **3. GROUP Services.**

The GROUP shall act as the CLIENT's marketing program representative, to research, plan, create, establish and monitor its designated marketing programs. In the course of carrying out such marketing programs, or any element thereof, the GROUP may perform, upon mutual agreement by the CLIENT in the manner set forth hereinafter, such services as the GROUP and CLIENT shall deem necessary or appropriate to fulfill CLIENT's needs, including, but not necessarily limited to those services of the GROUP set forth on Addendum "A".

## **4. Duration and Extension of the Agreement.**

- A. The initial term of this Agreement shall be for a period of 12 months, commencing October 1, 2009 (the "Commencement Date") and continuing through and including September 30, 2010.
- B. Unless terminated by either party in the manner provided for hereinafter, this Agreement shall, unless mutually agreed upon, automatically renew for one (1) additional term of one (1) year, commencing on the day after the date of expiration of the then current initial or renewal term, and expiring one (1) year thereafter.

## **5. GROUP Capacity.**

It is specifically acknowledged and agreed by the CLIENT, that with regard to all negotiations, contracts or other agreements entered into by the GROUP for the purpose of obtaining the products or services of any third party deemed necessary by the GROUP to carry out any aspect of its duties under this Agreement, the GROUP shall at all times be deemed to be acting as agent for and on behalf of the CLIENT as the disclosed principal.

## **6. GROUP Disclaimers.**

In addition to any other disclaimers of the GROUP specifically provided for in the

Agreement, and notwithstanding any other provision set forth in this Agreement to the contrary, it is further specifically acknowledged and agreed to by the CLIENT, that in the event GROUP is requested to assist in obtaining the services of a third party internet-based online service provider, web site host server, or other third party provider of internet based web page or web site hosting services (collectively an "ISP"), for the purpose of advertising and promoting the CLIENT's products and services to its customers and the general public via the internet, all services provided by such ISP shall be subject to the following GROUP disclaimers:

- A. GROUP expressly disclaims all express or implied warranties or representations regarding the services provided, or to be provided, by any ISP, of any nature whatsoever, including without limitation, any warranties of merchantability, fitness for a particular purpose, security or accuracy; and
- B. GROUP does not warrant or represent, in any manner whatsoever, that access to, or the use of, the online services to be provided by or through such ISP will be uninterrupted or error-free, or that such ISP services will meet any particular criteria of performance or quality; and
- C. CLIENT's use of the services of any ISP shall be at the CLIENT's own risk, and CLIENT assumes full responsibility and all risk of loss which may result from CLIENT's use of such ISP services; and
- D. GROUP shall not be liable for damages, including consequential or special damages, arising out of CLIENT's use, or inability to use, the services of any ISP, and hereby waives any claims against GROUP with respect thereto, whether such claims are or may be based on contractual, tort or other legal grounds, and hereby releases and discharges GROUP from any and all liability therefore.

#### **7. Prior Approval of CLIENT.**

- A. The GROUP shall not incur any obligations or provide any services for the CLIENT's account for any marketing programs without first obtaining written approval from the CLIENT's designated representatives or any other person or persons duly identified by the CLIENT in writing. The CLIENT's designated representatives shall be set forth on Addendum "C" attached hereto and made an integral part hereof, as the same shall be modified or amended by the CLIENT, from time to time, by written instrument delivered to the GROUP. If no specific representatives are so designated by the CLIENT, the party giving such approval shall be deemed by the GROUP as being authorized to give such approval.
- B. In order to obtain the CLIENT's approval, the GROUP shall submit written proposals to the CLIENT containing descriptions of the proposed services, together with estimates of the costs of the obligations or services involved, including media costs, cost of preparation, costs of production and any additional costs, such as for travel (subject to State of Florida guidelines), mailing, postage and similar activities. When time is of the essence, the GROUP may submit oral proposals for the CLIENT's approval and may incur obligations or provide services for the CLIENT's account

upon obtaining oral approval from the CLIENT's designated representative, director or any other person or persons duly identified by the CLIENT in writing. Oral approvals will be followed by written approval forms and must be signed by CLIENT and returned to GROUP. The GROUP shall not be responsible for missed deadlines caused by the delay of the CLIENT in providing any approval required herein.

#### **8. GROUP Compensation.**

The basis of GROUP's compensation for its services rendered for and on behalf of CLIENT in accordance with this Agreement shall be as set forth on Addendum "D" attached hereto and made an integral part hereof.

#### **9. CLIENT Billing and Reimbursement of GROUP Costs and Expenses.**

The terms and provisions for billing by, and payment to the GROUP for services provided for and on behalf of the CLIENT in accordance with this Agreement, and for reimbursement of costs and expenses incurred by the GROUP in the course of providing such services, shall be as specifically set forth on Addendum "E" attached hereto and made an integral part hereof.

#### **10. Termination of Agreement.**

- A. The GROUP or CLIENT may terminate this Agreement without cause by written notice to the other party in the form and manner specified hereinafter, which notice shall be given not less than ninety (90) days prior to the effective date of such termination. In the event such notice of intention to terminate is given by either party as provided herein, such notice shall specify the proposed date of termination, and this Agreement shall be deemed to remain in full force and effect from and after the date of such notice through the effective date of such termination.
- B. Notwithstanding the giving of notice to terminate this Agreement as provided hereinabove, nor the specified date of termination as set forth therein, this Agreement shall in any event continue in full force and effect for the period of time necessary to complete all work which shall have been approved by CLIENT in the manner set forth in Section 7 hereinabove.

#### **11. Rights and Duties upon Termination of Agreement.**

- A. Upon the giving or receipt of notice of termination, the GROUP shall not commence any new work, but it shall complete and place all work on marketing programs previously approved by the CLIENT. All other rights and duties of the parties shall continue through the effective date of termination, and the CLIENT shall be responsible for payment to the GROUP for any contract obligation incurred with third parties during this period.
- B. Upon the giving of notice to terminate this Agreement by the CLIENT, the GROUP shall remain entitled to receipt of payment for, and CLIENT shall pay when due as

hereinabove provided, that portion of any annual fee due and payable to the GROUP from the date of the GROUP's receipt of such notice of termination through the actual date of termination.

- C. Upon termination by the CLIENT prior to expiration of the initial term of this Agreement, any unpaid hourly fees for work completed to that date will be paid based on a rate of \$100.00 per hour. All work completed after the notice of termination and previously approved by CLIENT will be paid for as specified.
- D. Upon termination of this Agreement, the GROUP shall assign to the CLIENT all rights in contracts, agreements, arrangements or other transactions made with third parties for CLIENT's account, effective on the date of termination or on such other date as may be agreed upon by the parties; and the CLIENT shall assume all obligations and hold the GROUP harmless from all liability thereunder. In the event any such contracts are nonassignable, or consent to assignment is refused, or the GROUP cannot obtain a release from its obligations, the GROUP shall continue performance, and the CLIENT shall meet its obligations including its obligations to pay to the GROUP as though this Agreement had not terminated.
- E. Upon termination of this Agreement, pursuant to notice from one party to the other as herein provided, the GROUP shall bill the CLIENT for all amounts not previously billed and which remains due the GROUP through the date of termination. The GROUP shall be entitled to payment, and CLIENT shall pay, for all costs and services related to the portion of the marketing programs commenced and approved by the CLIENT prior to the receipt of such notice and, with the prior express written consent of the CLIENT, for all costs and services related to that portion of the marketing program approved by CLIENT after receipt of such notice through the actual date of termination.

## **12. Disposition of Property and Materials upon Termination.**

- A. Upon termination of this Agreement, GROUP shall provide CLIENT with a list of all reproduction materials, including electronic files, photographs and other materials resulting from projects implemented by GROUP for CLIENT and which are in the possession of GROUP, and shall request that CLIENT select those materials it desires to have transferred into CLIENT's possession. Upon selection of such materials, GROUP shall provide an estimate of the cost to provide those materials to CLIENT. Such estimate shall include reasonable costs necessary to download electronic files onto appropriate media, packaging and shipping. Upon signing this estimate form and payment of all outstanding invoices, GROUP shall transfer the selected materials to CLIENT.
- B. All plans, preliminary outlines, sketches, copy, and other property and materials produced under this Agreement which are rejected or disapproved by the CLIENT shall remain the property of the GROUP and may be used by the GROUP as it sees fit for any other client or purpose.

C. GROUP shall not be responsible for the return of publication reproduction materials after their use in publications unless their return is specifically required prior to sending for publication.

D. GROUP shall take all reasonable precautions to safeguard any of CLIENT's property entrusted to its custody or control. Except as required with respect to designated confidential information as provided for in Section 14 hereinafter, in the absence of willful negligence on the part of the GROUP, it shall not be responsible for loss, damage, destruction or unauthorized use thereof.

**13. Self-Promotion Rights of GROUP.**

GROUP reserves the right to utilize materials (ads, literature, websites, etc.) produced by GROUP on behalf of CLIENT for self-promotion of GROUP'S services to potential clients and employees so long as such materials are not of a confidential or proprietary nature.

**14. Indemnification.**

The CLIENT agrees to indemnify and hold the GROUP harmless against any suits, claims, demands, proceedings, judgments or any liability of whatever nature which may be asserted, obtained or brought against the GROUP, its partners, officers, directors, employees, contractors or agents, for advertising costs incurred by the GROUP under this Agreement, provided however that should CLIENT's approval under the terms of this Agreement be required prior to placement of a particular advertisement, this indemnity shall not apply if such approval has not been obtained by GROUP. This indemnification of the GROUP shall include the costs of litigation and reasonable attorney fees.

**15. Assignment and Delegation.**

Except as herein specifically provided, neither party may assign or delegate any duties hereunder without the express prior written consent of the other.

**16. Modification.**

This Agreement contains the entire understanding of the parties with regard to the subject matter hereof, and no other representations are made or relied upon by either party, except as expressly set forth herein. This Agreement may not be altered, amended, modified or revoked except in writing and signed by duly authorized representatives of the parties hereto.

**17. Binding Effect and Controlling Law.**

This Agreement shall be binding upon and inure to the benefit of the parties hereto and to their respective successors and assigns. This Agreement shall be governed and construed under the laws of the State of Florida.

**18. Waiver.**

No failure on the part of any party to this Agreement to take affirmative action with respect to any breach of the terms of this Agreement shall be construed as a waiver thereof, or of any future breach by such party.

**19. Execution.**

This Agreement may be executed simultaneously or in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

**20. Notice.**

Any notice required herein shall be in writing and sent to the party entitled to receive such notice by certified or registered mail, postage prepaid and return receipt requested. Any such notice shall be deemed effective when delivered to the party entitled to receive such notice at the following addresses:

If to CLIENT, at: Kate Wilkes  
Santa Rosa Tourist Development  
8543 Navarre Parkway  
Navarre, Florida 32566

If to GROUP, at: James A Ellis, President  
MDi media group inc.  
601 Government Street  
Mobile, Alabama 36602

**21. Addenda.**

The following Addenda, if any, are attached hereto and by this reference made a part hereof and shall control in the event of a conflict with any of the terms and provisions set forth in this Agreement:

ADDENDUM "A" - GROUP SERVICES  
ADDENDUM "B" - CLIENT PRODUCTS AND/OR SERVICES  
ADDENDUM "C" - CLIENT'S DESIGNATED REPRESENTATIVES  
ADDENDUM "D" - GROUP COMPENSATION  
ADDENDUM "E" - TERMS FOR PAYMENT

**22. Effective Date.**

This Agreement shall become binding as of the last date of execution by the parties as provided for hereinafter, and shall be deemed effective as of the Commencement Date set forth in Section 4. A. hereinabove.

**IN WITNESS WHEREOF**, the GROUP and CLIENT, have caused this Agreement to be executed by their duly authorized representatives on the date affixed next to their respective signatures below.

Signature for the CLIENT:

\_\_\_\_\_ Date: BCC approved September 10, 2009  
Printed Name: Don Salter  
Title: Chairman

Attest: \_\_\_\_\_  
Mary Johnson, Clerk

Signature for the GROUP:

\_\_\_\_\_ Date: \_\_\_\_\_  
Printed Name: James A Ellis  
Title: President

## ADDENDUM "A"

### GROUP SERVICES

In the course of carrying out the CLIENT's marketing programs, or any element thereof, the GROUP may perform, for the GROUP's stated (\$81,000, eighty-one thousand dollars) fee as in ADDENDUM D, upon authorization by the CLIENT in the manner set forth in the Agreement, such services as the GROUP and CLIENT shall deem necessary or appropriate to fulfill CLIENT's needs, including, but not necessarily limited to, the following:

- Research, Strategy, Planning and On-going Consulting
  - Deliverables:
    - Yearly planning meeting
    - Yearly marketing analysis/review of available research data
    - Development of Marketing and Brand Development Plan
    - Development of Marketing Budget
    - Monthly meeting with TDC
    - On-going review; strategic marketing/branding consulting
    - Telephone calls and meetings with the TDC executive director as needed
- Account Management
  - Deliverables:
    - Implementation of marketing and brand development plan as approved by the TDC
    - Weekly management reports to TDC executive director
    - Monthly reports and meetings with North and South end marketing committees
    - Monthly reporting and meeting with TDC
    - Respond to management needs of the TDC and or executive director
    - Research and coordinate statistical reports regarding marketing and brand activities
- Creative Development
  - Deliverables:
    - Create yearly TDC ad campaign concepts in alignment with defined objectives
    - Produce master design templates (including print, web and outdoor ads)
    - Resize and finalize each campaign ad (including print, web and outdoor ads) for publication for master campaign theme
    - Program online ads for master campaign theme for specific media outlets and websites as needed
    - Design e-newsletter template; update to reflect campaign theme
    - Design and program micro site for master campaign theme
    - Script concepts for television and radio (does not include writing the final script)
- Public Relations
  - Deliverables:
    - Create public relations strategy in alignment with stated objectives
    - Manage and respond to all media inquiries
    - Work with TDC director and assist on collecting seasonal and topic related information for press releases, events calendars, and newsletters
    - Write and distribute press releases in conjunction with push campaigns
    - Manage "Back to the Island Media Day" strategy and planning

- Provide on-going public relations consultation
  - Provide strategic support and ideas for FAM tours
  - Assist TDC director in press relations
  - Develop and maintain an up-to-date press kit
  - Provide PR activities report to the TDC director monthly
  - Meetings and telephone calls as needed
- Media Management
    - Deliverables:
      - Develop conceptual integrated media plan in alignment with marketing and brand development goals
      - Manage all media placement pertinent to master campaign theme
      - Evaluate media opportunities, make recommendations as needed
      - Act as liaison between media and TDC director
      - Negotiate media contracts pertinent to master campaign theme

**ADDENDUM "B"**

**CLIENT PRODUCTS AND/OR SERVICES**

The provisions set forth in Section 2 ("GROUP Exclusivity") of the Agreement shall apply to the following CLIENT products and/or services, and within the geographic territory indicated:

Government or Community Funded Travel and Tourism Organization

Geographic territory is defined as Coastal Community principally within a 75 mile distance of any boundary of Santa Rosa County.

**ADDENDUM "C"**

**CLIENT'S DESIGNATED REPRESENTATIVES**

As provided for in Section 7 ("Prior Approval of Client") of the Agreement, the following individuals shall constitute the CLIENT's designated representatives:

Kate Wilkes or Executive Director

## ADDENDUM "D"

### GROUP COMPENSATION

The basis of GROUP's compensation shall be as follows:

- A. During the initial and any renewal term of this Agreement, the GROUP shall receive fees as compensation for its services rendered for and on behalf of the CLIENT in accordance with the terms of this Agreement, and which fees shall be in addition to all reimbursed costs and expenses as provided for hereinafter. During the initial term, it is agreed that the GROUP's fee shall be in the amount of:

\$81,000 (Eighty One Thousand)

The compensation for services to be paid as follows:

- a. The first quarter's fee totaling \$20,250 (twenty thousand two hundred fifty) is to be paid on or before October 1, 2009. Starting January 1, 2010 a monthly payment of \$6,750 (six thousand seven hundred fifty) is due every 30 days thereafter for the following 9 months.
  - b. During any concurrent renewal period the monthly payment of \$6,750 (six thousand seven hundred fifty) will be paid for the entire 12 months within the period unless a new contract amount has been negotiated according to ADDENDUM D Section D. In the event that a new contract amount has been negotiated then the renegotiated contract amount will be paid as an amount due every 30 days with the amount being equal to 1/12 of the entire contract amount.
- B. GROUP SHALL deduct any commissions earned for media time or space over 2% prior to invoicing CLIENT. The remainder of the industry standard 15% mark-up will be considered an investment in the CLIENT.
- C. For projects that are outside the CLIENT's marketing program and agreed upon by both parties as warranted, the GROUP will submit cost estimates which shall include the GROUP's compensation for services rendered to execute the project (such as idea generation, writing, design, layout, proofing, etc.), as well as all third party supplier costs.
- D. During the period beginning ninety (90) days prior to the expiration of the current term of this Agreement, the CLIENT and GROUP agree to review the fees to be paid as compensation to the GROUP, to determine the appropriateness of such fees based upon work performed by the GROUP to date, and work anticipated by the CLIENT during the next renewal term of this Agreement. CLIENT and GROUP agree that during such ninety (90) day period, they shall make a good faith effort to reach a mutually satisfactory agreement regarding any appropriate adjustment to such fees for the next renewal term. In the event the parties are unable to reach such an agreement prior to the expiration of the then current term, it is agreed that the fee structure in effect immediately prior to the expiration of the preceding term, shall continue to be paid for an additional thirty (30) day period, during which time the CLIENT and GROUP shall continue their efforts to reach a mutually satisfactory fee agreement. Any such agreement shall be retroactive to the date of commencement of the new annual renewal term then in effect. In the event the parties are unable to reach an agreement regarding such fee structure by the end of such thirty (30) day extension period, the fee structure in effect immediately prior to the expiration of the preceding term shall remain in effect for the remainder of the renewal term or earlier termination as provided for in Section 10 of the Agreement.

## ADDENDUM "E"

### TERMS FOR PAYMENT

#### Client Billing:

- A. Estimates for GROUP services and third-party purchases will be provided to CLIENT for all approved projects in the marketing program, and CLIENT will be billed for work in progress as such work progresses or is completed.
- B. GROUP will invoice CLIENT for commissions earned for media time or space in accordance with the agreement of the parties as set forth on Addendum "D".
- C. GROUP will invoice CLIENT for all third-party supplier purchases made on behalf of CLIENT in accordance with Addendum "D".
- D. The GROUP shall invoice the CLIENT on the once monthly for all charges incurred on a monthly basis, unless different arrangements are agreed upon in writing and in advance by the parties.
- E. The CLIENT shall pay GROUP invoices in such manner that amounts due thereunder are received by the GROUP no later than thirty (30) days after the date of billing.
- F. CLIENT will be invoiced in advance for any prepayments required by third party suppliers to execute a project on behalf of CLIENT for such items as postage, printing, photography, broadcast production or promotional materials purchased on behalf of CLIENT.
- G. In the event payment is not received by the GROUP within thirty (30) days after the date of billing, a service charge of one and one-half percent (1.5%) per month on the unpaid balance shall be added to the amount due GROUP by CLIENT. The calculation of such service charge shall commence on the 31st day after the date of billing and shall continue until payment is received by the GROUP. In the event any payment required to be made by CLIENT hereunder has not been received when due, GROUP shall be entitled to immediately cease performance of its duties under this Agreement until full payment has been received.
- H. If as a result of the CLIENT's failure to pay the GROUP's invoices in a timely manner, it becomes necessary that the GROUP institute collection proceedings, the CLIENT shall be responsible for and pay all reasonable costs incurred by the GROUP as a result of such collection proceedings, including court costs and reasonable attorneys fees.
- I. The CLIENT shall be entitled to proof of payment by the GROUP of all sums expended on behalf of the CLIENT.
- J. So long as the GROUP has received the necessary payments from the CLIENT, the GROUP shall make all payments to third parties entitled thereto by the term of this Agreement, less any applicable commissions and discounts. Notwithstanding the foregoing, the GROUP reserves the right to discontinue making any such third party payments if the CLIENT has failed to make any payment to the GROUP as required by the terms of this Agreement, or is otherwise in default of any of the terms hereof.

**Reimbursement of Expenses:**

In addition to any annual fee paid as compensation to the GROUP as provided for on Addendum "D", the CLIENT agrees to pay and reimburse the GROUP for its costs and expenses in the following manner:

- A. The CLIENT shall be billed for and pay the GROUP for its direct costs of mailing, packaging, shipping, courier services, taxes and duties incurred by the GROUP in connection with the performance of this Agreement.
- B. In the event media or other charges increase or decrease after the GROUP has submitted an estimate, the CLIENT shall be billed for and pay for such increases or be given a credit for such reduction, as the case may be. In the event the amount of space or time or other advertising services actually used is less than those previously contracted for, the CLIENT shall be billed for and pay any increased rate charged by the media due to loss of volume discount or because of higher scheduled rates; in the event additional space, time or services are so used, thereby resulting in a lower rate, the CLIENT shall be billed for and pay at such lower rate.
- C. In the event the CLIENT, after having approved any marketing program, cancels all or any part thereof, the CLIENT shall be billed for and pay all costs incurred by the GROUP for such programs prior to the date of cancellation, and any unavoidable costs incurred thereafter, including any noncancellable commitments for advertising time or space.



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

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**MEMORANDUM**

October 3, 2011

TO: Hunter Walker  
County Administrator

FROM: Roger Blaylock  
County Engineer *Rog*

RE: Proposed Navarre Pavilion

Attached you will find six (6) copies of our opinion of probable costs for the referenced project.

At the request of Commission Melvin, we have included an estimated time frame and conceptual layout for the project.

Should you have any questions, please give me a call.

RAB/sjp

Enc.



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

## **OPINION OF PROBABLE COST FOR PROPOSED NAVARRE PAVILLION**

<b>MOBILIZATION</b>	<b>\$15,000</b>
<b>SOILS INVESTIGATION</b>	<b>\$18,000</b>
<b>ARCHITECTURAL FEES</b>	<b>\$34,000</b>
<b>ENGINEERING FEES</b>	<b>\$20,000</b>
<b>SITE PREP MATERIALS</b>	<b>\$15,000</b>
<b>SITE PREP LABOR / EQUIPMENT</b>	<b>\$25,000</b>
<b>ROOFING (STANDING METAL)</b>	<b>\$15,000</b>
<b>ROOF DECKING &amp; TRUSSES</b>	<b>\$12,500</b>
<b>STRUCTURAL TIE MEMBERS</b>	<b>\$40,000</b>
<b>STRUCTURAL SUPPORT PILES</b>	<b>\$65,000</b>
<b>ALUMINUM RAILING</b>	<b>\$10,000</b>
<b>CONCRETE FLOORING</b>	<b>\$10,000</b>
<b>CONCRETE STEPS</b>	<b>\$5,000</b>
<b>LIGHTING / ELECTRICAL</b>	<b>\$5,000</b>
<b>LANDSCAPING &amp; SOD</b>	<b>\$12,000</b>
<hr/>	
<b>TOTAL</b>	<b>\$301,500</b>
<b>15% CONTINGENCY</b>	<b>\$45,225</b>
<b>GRAND TOTAL</b>	<b>\$346,725</b>



**SANTA ROSA COUNTY ENGINEERING**  
**SANTA ROSA COUNTY, FLORIDA**  
**6051 OLD BAGDAD HWY., STE. 300**  
**MILTON, FLORIDA 32583**  
[www.santarosa.fl.gov](http://www.santarosa.fl.gov)

## **PROPOSED NAVARRE BEACH PAVILION**

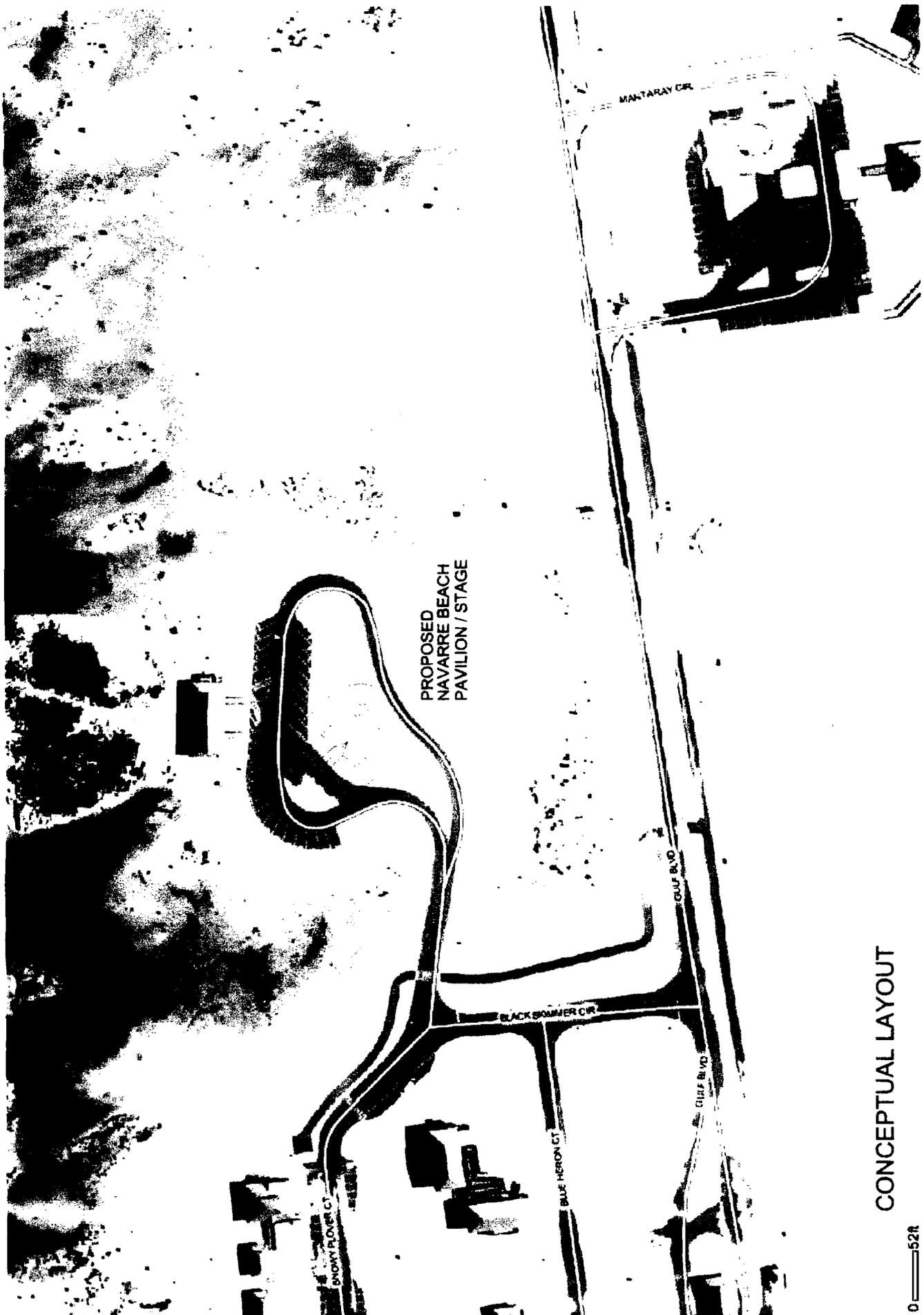
### **PROJECT TIME LINE**

Advertise for Design Consultant - October 13 - November 15

Interview, Select, Award Design Consultant - November 16 - December 8

Design, Permit, Bid, Bid Award - December 9 - March 22

Construction - March 23 - July 20



PROPOSED  
NAVARRE BEACH  
PAVILION / STAGE

CONCEPTUAL LAYOUT

0 52ft



# 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  
JOEL D. HANIFORD, OMB Director

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

**TO:** Board of Commissioners

**FROM:** *HW* Hunter Walker, County Administrator

**DATE:** October 4, 2011

**SUBJECT:** Santa Rosa Bay Bridge Authority

Find attached resumes or letters of interest from residents interested in serving on the Santa Rosa Bay Bridge Authority. Currently the Santa Rosa County Board of Commissioners has three (3) vacancies on this Authority for consideration at the October 10, 2011 Committee-of-the-Whole meeting.

Please contact this office with questions.

**Donald E. Richards**  
**1129 Park Lane**  
**Gulf Breeze, FL 32563**  
**404-915-9394**

**SUMMARY:**

Accomplished professional with over thirty-five years experience in global marketing, business development, financial analysis, sales process training and development, and team building. Proven community involvement within Santa Rosa County and NW Florida as President of United Peninsula Association. Strongest skills include proven sales leadership, strategic planning, situational analysis, problem solving, organizational abilities, and understanding successful sales and marketing integration with emphasis on building and maturing start-up organizations. Strongest attributes include: team player and mentor, positive client relationship building, dedication, vision development, and strategy implementation with high energy leadership.

**WORK ACHIEVEMENTS:**

Consistent on-time projects, under budget, and objective attainments including:

- Business Development Officer – W2B Technologies, Inc. (W2B)
- Business Development Officer – Deposit Solutions, Inc. (DSI)
- Director, Project Management- Financial Technologies, Inc. (FTI)
- Director, North America eCommerce Business Development - NCR
- Director, eCommerce Sales US - NCR
- Director, Small Business Development – AT&T

**OTHER SIGNIFICANT ACCOMPLISHMENTS INCLUDE:**

- Obtained partner and client commitments to fund and start W2B, DSI, & FTI;
- Created and executed business development plans for several start-ups;
- Reactivated and grew United Peninsula Association to become a household name in Santa Rosa County representing 25,000+ residences and businesses on Fairpoint Peninsula.
- Developed and implemented NCR's US eCommerce Sales Training 2000-2005;
- Led efforts for integrated account selling and business analytics processes across multiple business units for NCR eCommerce;
- Taught business assessment and sales methodology on a global basis;
- Developed NCR's highly successful Channel Integration methodology;
- Developed and implemented account collaboration for retention & growth of AT&T accounts with managers and accounts teams globally;
- Significantly increased revenue while reducing internal costs, adding \$1.9M to bottom line through Six Sigma Quality Control efforts;
- Led regional marketing managers and business development forces in analyzing, designing and selling data applications to numerous national accounts;
- Improved and implemented international business development strategy for USAF & NATO accounts worldwide.

## **RESPONSIBILITIES:**

- Led Marketing and Business Development resources for W2B, DSI, and FTI;
- Established the business development and Customer Care strategies for W2B, DSI and FTI to grow number of site visitors and client base;
- Assisted financial institutions with client growth and asset growth through new online channel strategies;
- Maintained superior customer satisfaction in all US implementations;
- Coordinated eCommerce sales and sales management methodology US;
- Develop successful business development strategies for eCommerce products in US financial markets - NCR;
- Positioned NCR eCommerce conceptually to Group Presidents and Area VP's;
- Tracked acquisition results by channel and event to optimize marketing for business development, customer care campaigns, and training curriculums;

## **EXPERIENCE:**

**United Peninsula Association:** December 2008 to present - President

**Where2Bank.com:** January 2009 to May 2011 - EVP - Business Development

**Deposit Solutions Inc.:** December 2006 to December 2008 - VP, Business Development

**Financial Technologies, Inc.:** April 2005 to November 2006 - Director, Business Development

**AT&T and NCR: Retired 2005**

1997 - 2005 eCommerce Business Development Director

1996 - 1997 AT&T Director of Sales Process Training

1993 - 1996 Global Account Manager for Strategic Accounts

1991 - 1993 Select Major Account Manager for National Accounts

## **EDUCATION:**

Pensacola Junior College - AS/ Pre-Engineering; AA/ Business Administration

University of West Florida - BS/ Business Management, BA/ Psychology

UWF alumnus - guest lecturer in MBA and undergraduate business classes.

## **Advanced Studies include:**

Completed AT&T System Selling & Account Management Curricula

NCR Team Selling and Teradata Certification

Cambridge Training Center - Advanced AT&T "MBA" Training program

"Information Systems Processing"

"Critical Software Techniques"

"International Policies and Procedures"

Various Six Sigma courses

Bell Laboratories - "Baldrige Quality Award Criteria"

## **MILITARY:**

1968 - 2001 Retired, Commissioned Officer USNR-R, Vietnam & Gulf War Veteran.

**Kathy Jordan**

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**From:** Daniel Arner [Daniel.Arner@nwfwmmd.state.fl.us]  
**Sent:** Wednesday, September 14, 2011 2:38 PM  
**To:** Commissioner Lynchard  
**Subject:** Garcon Point Bridge

Hi Commissioner Lynchard,

I have wanted to become more involved with the county for some time. I live in Gulf Breeze and work in Crestview. I would like to consider serving on the Garcon Point Bridge Board. I am open to discussing this if you have the time.

I would also like to be considered for other appointments where my experience may be of value.

I have a BS and MS in engineering and am a licensed professional engineer. I have served as a City engineer in South Florida and a county engineer for Walton County. I have three sons – two are Freshman at GBHS and a 4<sup>th</sup> grader at OBE. I have been involved as a coach and parent at Tiger Point Park since it opened.

My personal cell phone is 850-554-8860 and personal email is [danielarner@yahoo.com](mailto:danielarner@yahoo.com)

Thanks,

**Daniel M. Arner, P.E.**

**Senior Engineer**

Northwest Florida Water Management District  
Bureau of Environmental Resource Permitting  
800 Hospital Drive, Crestview, FL 32539

Phone: (850) 683-5044, Ext. 205

Phone: (850) 306-1964, direct line

Fax: (850) 683-5050

E-mail: [daniel.arner@nwfwmmd.state.fl.us](mailto:daniel.arner@nwfwmmd.state.fl.us)



9/20/2011



850-554-8860•danielarner@yahoo.com

**Daniel M. Arner, P.E.**

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1999-2001

Florida Atlantic University

Boca Raton, FL

**M.S. Civil Engineering, 2001**

**Registrations**

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Registered professional engineer in Florida, Alabama, and Georgia

## **Gerry Goldstein**

### **Broker / Principal Salomon-GoldStein Properties**

Gerry Goldstein, of Salomon-Goldstein Properties, is co-owner of the real estate brokerage company that specializes in commercial real estate sales, leasing, 1031 exchanges and buyer/seller representation. The company is also very active in the NPN/REO market helping banks dispose of assets that need to be removed from their balance sheet.

Goldstein is currently President and CEO of Goldstein Enterprises, LLC, which owns and manages commercial real estate warehouses in Pensacola and condo conversions in New Jersey.

Before Goldstein Enterprises, LLC, Goldstein spent 15 years building a commercial printing company that quickly became one of the largest suppliers of print for the U.S. Government. During his time in commercial printing, Goldstein also started a dot com, International Bid Service, which packaged and sold government and state agency print bids to the printing industry using web technology. Both companies were sold at the height of the market.

Prior to the commercial printing industry, Goldstein spent 10 years on Wall Street. He spent his first years as a municipal analyst. He then went on to the trading desk specializing in short term money instruments. Also, during this time Goldstein helped build two government securities trading operations, Cralin Capital Markets and Matthews & Wright Governments, Inc.

Goldstein currently serves on the board of Santa Rosa Economic Development, FDOT Garcon Point Bridge Authority, Center for Innovation and Entrepreneurship. He also works very closely with business leaders, University of West Florida and Pensacola State College to promote high-tech companies in the Pensacola area.

Goldstein received a Bachelors degree in Finance and a minor in Economics from the University of Florida.

## Hunter Walker

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**From:** Mike Dooley [mdooley@sigmacg.com]  
**Sent:** Monday, September 19, 2011 3:03 PM  
**To:** Hunter Walker  
**Subject:** Garcon Point Bridge

September 19, 2011

Mr. Hunter Walker  
Santa Rosa County Administrator

RE: Santa Rosa Bay Bridge Authority

Dear Mr. Walker:

I am interested in serving as a member of the Santa Rosa Bay Bridge Authority. Commissioner Lynchard's office suggested I email my resume to you, which I've shown below. Please let me know if you need additional information.

Sincerely,

Mike Dooley

-  
-  
Resume

Michael N. Dooley  
4375 McInnis Road  
Milton, FL 32583  
850-287-2634 (cell)

Purpose:

I would like to serve my community as a member of the Santa Rosa Bay Bridge Authority.

Education:

- BS Civil Engineering, LSU, 1974
- MBA, emphasis on finance, Arizona State University, 1980

9/19/2011

Relevant Experience and Personal Information:

- Worked as a civil engineer for over 35 years, mostly in Louisiana. First engineering job was at NAS Pensacola's Public Works Center. Major experience includes design of bridges, highways, and industrial structures, along with related hydrology and drainage systems.
- Founded Sigma Companies in 1987, and is now a co-owner and director. The company has grown to about 150 employees with \$15 million per year in sales, and offices in Baton Rouge and Pensacola. Presently manages the Pensacola office.
- Was Adjunct Professor of engineering for several semesters at LSU. Namesake of an endowed professorship of civil engineering at LSU.
- Active in the Florida Engineering Society.
- Resident of Milton Florida for the last 5 years. Has property in Santa Rosa and Escambia Counties.
- Served as President and currently as Treasurer of Sailmaker Cove Subdivision on Navarre Beach.
- Currently not active in Rotary, but a past member of the Navarre Club and the Seville Club.
- Age 60. Swims with the masters program at PSC. Wife is a PhD psychologist. Three grown children and two grandchildren.
- References: Larry Newsome and Bart Pullum

## Larry J. Kuhn

59 Highpoint Dr

Gulf Breeze, FL 32561

850.384.9707

[Larry\\_Kuhn@sria-fla.com](mailto:Larry_Kuhn@sria-fla.com)

**Education**    **Louisiana State University (L.S.U)**, Baton Rouge, LA  
Non matriculating program in *Environmental Mgt/Fisheries/Conservation*, August 2010- July 2011

**University of West Florida (U.W.F)**, Pensacola, FL  
Bachelor of Arts, *Political Science concentration Pre-Law*, May 2009

**Experience**    **Construction Supervisor I, Santa Rosa Island Authority**, Pensacola Beach, FL *Aug 2011-Present*

- Oversees up to 15 employees who provide the citizens of Santa Rosa Island and its visitors with a public service.
- Helps maintain a healthy, clean, and smoothly run operation on Santa Rosa Island (SRIA) as well as provided any help to the public if needed.
- Also manages work orders, as well as confers with other management of the SRIA in order to complete a task at hand

**Supervisor, Bergeron Landscaping**, Baton Rouge, LA *May 2009-July 2011*

- Oversaw 5 employees and provides workers with assistance in performing duties to meet deadlines
- Plant and maintain vegetation through activities such as mulching, fertilizing, mowing, and pruning
- Confer with other supervisors to coordinate work activities with those of other departments or units

### Activities

- Member of Northwest Florida Wildlife Sanctuary
- Student Member of *Air & Waste Management Association* (L.S.U)
- Student Member of *Aquaculture and Fisheries Club* (L.S.U)
- Student Member of *Student Environmental Society* (U.W.F)
- *Phi Sigma Alpha Fraternity* - Political Science Honors (U.W.F)

### Volunteer

**Experience**    2004-2005 **Gulf Breeze Elementary Volunteer** helped in the classroom

2010-2011 **LSU Service Learning** Hands on experience with Louisiana Coastal Conservation Agency, (C.C.A) while simultaneously rendering a service to the community

### Awards

Youth Volunteer of Year in Santa Rosa Country, Florida in 2005

**Hunter Walker**

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**From:** David6720@aol.com  
**Sent:** Wednesday, September 14, 2011 4:27 PM  
**To:** Hunter Walker  
**Cc:** Commissioner Lynchard  
**Subject:** re Garcon Point Bridge

My name is David Walby I am a resident of Santa Rosa County and my mailing address is 5283 Soundside Dr. My wife and I have owned this property for 13 years. I am a 1969 graduate from the University of West Florida. I began my career in 1972 specializing in Municipal Bonds. In 1984 I was hired by EFHutton to negotiate and underwrite bond issues. I was an assistant on the Florida bond desk until the company was bought out by Shearson Lehman in 1987. I worked for several companies by way of corporate buy outs. In 1992 I became a Senior Vice President with EVEREN Securities, where I became a branch manager and partner in the firm. We were subsequently bought out by First Union, and then by Wachovia. I managed an office with ten brokers and staff with assets over \$800,000,000. In 2003 My partner and I formed our own firm in Panama City called Cornerstone. I specialized in Municipal Bonds and did all the research for our firm. My book of business was primarily in municipal bonds and were valued at \$500,000,000 in client assets when we sold the company. I retired in 2009. I have since volunteered at Fort Pickens. In community activities I was a member of the board at Gulf Coast Community College and became Chairman in 2000. I was on the board of Bay Medical Center for nine years and was on the board when we refinanced 80 million in bonds. I was a founder and chairman for the Gulf Coast Triathlon in Panama City for 18 years. For the last 15 years I have worked as an arbitrator with FINRA. I have retired from FINRA. I feel my special skills would be very helpful on a board involved with municipal bonds. I am retired and have the time. It is not often that the time and the expertise come together. I would offer as a reference Lewis Bear Jr. who I have know for 35 years. I would offer George Dahlgren a long time teacher and principal in Santa Rosa County schools who I have known for a similar time. Also I would offer my attorney Ron Nelson who practices in Pensacola. My CRD is listed on the FINRA web site. My CRD # is 1273684. As you may have guessed I have never written a resume. I hope this information is what you need. Thank you for your consideration Dave Walby 850 8321280.

**Melissa AnnMarie Fusco**  
6622 Perch Street  
Navarre, Florida 32566  
Phone: 850-450-1410  
Email: Melissa.Fusco@dep.state.fl.us

**Objective:** To serve on the Santa Rosa Bay Bridge Authority with a fresh perspective and new voice for the residents of Santa Rosa County, Florida. Furthermore, facilitate and negotiate ideas to maximize the potential of Garcon Point Bridge.

### **Education**

University of West Florida                      Pensacola, Florida

01/2008 - 05/2009 - *Master's Degree*  
Environmental Science

08/2006 - 12/2008 - *Geographic Information Science Certificate*

08/2004 - 12/2007 - *Bachelor's Degree - Cum Laude*  
Environmental Studies/ Geography

\*\$1,000 Research Grant (UWF) - Study Rip Currents at Pensacola Beach

Navarre High School                              Navarre, Florida

08/2000 - 05/2004 - *High School Diploma - National Honor's Society*

### **Professional Experience**

09/2009 - Present                                  Florida Department of Environmental Protection  
*Environmental Specialist I*                      Pensacola, Florida

My duties as an Environmental Specialist with the Florida Department of Environmental Protection's Potable Water Section include, but are not limited to, being the primary point of contact for monthly operation reports and precautionary boil water notices for the entire Northwest District, inspecting public water systems, writing inspection reports, calibrating chlorine and pH meters, using GIS to create maps of various components of public water systems, reviewing public water system inspection reports, and reviewing synthetic organic contaminant waivers for public water systems.

01/2008 – 05/2009 University of West Florida  
*Graduate Teaching Assistant* Pensacola, Florida

My duties as a Graduate Teaching Assistant included, but were not limited to, teaching a class of 25 students twice a week, grading assignments, and holding office hours. Accomplishments I achieved included: implementing an effective teaching style for better understanding of the course material. Related skills include: excellent communication (verbal and written), computer (Word, Excel, PowerPoint), etc.

05/2006 – 08/2008 Sailors' Grill  
*Server* Navarre Beach, Florida

I gained many valuable life-long skills while serving food at Sailors' Grill. The most important skills I obtained were learning to be of excellent customer service and tolerance of others.

08/2006 – 12/2006 Florida Department of Environmental Protection  
*Volunteer* Pensacola, Florida

My time as a volunteer with the Florida Department of Environmental Protection was spent in the Ecosystem Restoration Program. I assisted with duties at the greenhouse and ecosystem laboratory. While at the greenhouse, I learned valuable skills pertaining to plant care. The experience I gained in the laboratory was beneficial in obtaining skills in propagating plants. Both efforts, at the greenhouse and laboratory, were to create and sustain a living shoreline restoration project known as Project Greenshores.

### **Job Related Training**

04/2010 West Palm Beach, Florida

*Sanitary Survey School* (Florida Department of Environmental Protection)

In accordance with the Florida Department of Environmental Protection Drinking Water Program goal of ensuring safe drinking water to the residents of the state.

02/2010 Pensacola, Florida

*Hazardous Materials Incident & Waste Training – 24 Hours*

This course certifies the OSHA requirements of 29 CFR 1910.120(e)(3)(ii)(iii)

### **Activities**

09/2009 – 11/2009 Pensacola, Florida

08/2010 – 11/2010

*Florida State Employees' Charitable Campaign*

During the fall of each year, Florida state employees' participate in a campaign with various fundraising activities to raise money for many helpful organizations.

## Hunter Walker

---

**From:** Commissioner Lynchard  
**Sent:** Monday, September 19, 2011 2:13 PM  
**To:** Hunter Walker  
**Subject:** FW: From 'Write Your Representative' Website

Lane Lynchard  
Santa Rosa County Commissioner, District 5  
850-983-1877

### Public Records Notice

Florida has a very broad public records law. Written communications to or from elected officials regarding official matters are public records available to the public and media upon request. Your e-mail and other communications are subject to public disclosure.

-----Original Message-----

From: John Maloney [mailto:jmaloney1@aol.com]  
Sent: Thursday, September 15, 2011 6:28 PM  
To: Commissioner Lynchard  
Cc: pnj@aol.com  
Subject: Re: From 'Write Your Representative' Website

I am willing to volunteer my services and offered my services to Governor Scott and members of his staff since Jan 2011. I Am a retired Military Officer, live 1 mile from the bridge and know that if there had been more oversight, the bridge would not have defaulted in it's payment. There are numerous ways to reduce costs in the operation of the bridge. I volunteered when no one else would. What makes me qualified is my past 20 years of honorable Military service, 30 years in service oriented business, contracting and contract negotiations, marketing and sales successfully. More than any of my qualifications mentioned above, I am a concerned citizen, retired and able. I am not a politician! I believe in "of the people, for the people and by the people." I truly hope that this response will be made available to the citizens of SRC and to the office of Governor Scott.

The board should not be made of of politicians or anyone using it as a platform to further political goals.

I do not have to be selected but you should send this email to the editorial staff of the Pensacola News Journal and see the response you will get if I am not. I really do not even care if I am appointed as long as the board selected is goal directed, non political and professional.

Sent from my iPad  
John maloney

On Sep 15, 2011, at 4:09 PM, Commissioner Lynchard <commlynchard@santarosa.fl.gov> wrote:

> Thank you for your interest in serving on the Santa Rosa Bay Bridge Authority. I appreciate your willingness to offer your time in this manner.

>

> We have received significant interest in the available positions. Given the difficulties facing the Authority, and the complex task that lies ahead, we are asking that all applicants submit a full resume for consideration. Please list any educational or work experience that you feel would be relevant to the position.

>

> Please forward the requested information to our County Administrator, Hunter Walker, at HunterW@santarosa.fl.gov. The board of commissioners will likely review the applications, and possibly interview applicants, at a meeting in early October.

> Again, thank you for your interest in your community. I look forward to hearing from you soon.

>

> Lane Lynchard

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**Amend the lease to state "no hazardous activities as defined in the NFPA 409 for Group III aircraft hangars will be performed in the maintenance hangar without prior county approval."**

ATTENTION : SONYA



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

6

**MEMORANDUM**

October 3, 2011

TO: Hunter Walker  
County Administrator

FROM: Roger Blaylock  
County Engineer

A handwritten signature in black ink, appearing to read "Roger", is written over the printed name of the County Engineer.

RE: Peter Prince Airport Hangars

Attached you will find six (6) copies of our opinions of probable costs associated with various scenarios for water and sewer installation for the referenced project.

At the request of Commission Cole, we have included an estimate of the unfunded hangars and a looped water system and sewer for the new FBO site.

Should you have any questions, please give me a call.

RAB/sjp

Enc.

**Opinion of Probable Cost (water) - Funded Hangar**

No.	Item	Unit	Quantity	Unit Price	Extension
1	Mobilization	LS	1	\$10,000.00	\$10,000.00
2	6 inch C-900 PVC water pipe	LF	650	\$14.00	\$9,100.00
3	Tapping sleeves with Valves	EA	1	\$1,500.00	\$1,500.00
4	Valve and Box assemblies	EA	2	\$850.00	\$1,700.00
5	End caps	EA	1	\$200.00	\$200.00
6	Fire hydrant assemblies	EA	1	\$2,600.00	\$2,600.00
7	Tee fitting	EA	1	\$500.00	\$500.00
8	Seed and mulch	LS	1	\$1,000.00	\$1,000.00
9	Erosion control	LS	1	\$1,500.00	\$1,500.00
10	Eng control/Water testing	LS	1	\$2,000.00	\$2,000.00
11	Contingency (15%)	LS	1	\$4,515.00	\$4,515.00

**Total Cost = \$34,615.00**

**Opinion of Probable Cost (water) - Future unfunded Hangars**

No.	Item	Unit	Quantity	Unit Price	Extension
1	Mobilization	LS	1	\$10,000.00	\$10,000.00
2	6 inch C-900 PVC water pipe	LF	1600	\$14.00	\$22,400.00
3	Tapping sleeves with Valves	EA	1	\$1,500.00	\$1,500.00
4	Valve and Box assemblies	EA	4	\$850.00	\$3,400.00
5	End caps	EA	1	\$200.00	\$200.00
6	Fire hydrant assemblies	EA	3	\$2,600.00	\$7,800.00
7	Tee fitting	EA	1	\$500.00	\$500.00
8	Seed and mulch	LS	1	\$2,000.00	\$2,000.00
9	Erosion control	LS	1	\$2,000.00	\$2,000.00
10	Eng control/Water testing	LS	1	\$3,000.00	\$3,000.00
11	Contingency (15%)	LS	1	\$7,920.00	\$7,920.00

**REVISED TOTAL BASE BID = \$60,720.00**

**Opinion of Probable Cost to New FBO (water)- Looped System**

No.	Item	Unit	Quantity	Unit Price	Extension
1	Mobilization	LS	1	\$10,000.00	\$10,000.00
2	6 inch C-900 PVC water pipe	LF	3400	\$14.00	\$47,600.00
3	Tapping sleeves with Valves	EA	2	\$1,500.00	\$3,000.00
4	Valve and Box assemblies	EA	6	\$850.00	\$5,100.00
5	End caps	EA	2	\$200.00	\$400.00
6	Fire hydrant assemblies	EA	4	\$2,600.00	\$10,400.00
7	Tee fitting	EA	2	\$500.00	\$1,000.00
8	Seed and mulch	LS	1	\$3,000.00	\$3,000.00
9	Erosion control	LS	1	\$3,000.00	\$3,000.00
10	Eng control/Water testing	LS	1	\$4,000.00	\$4,000.00
11	Contingency (15%)	LS	1	\$13,125.00	\$13,125.00

**REVISED TOTAL BASE BID = \$100,625.00**

**Opinion of Probable Cost (septic system) - Funded Hangar**

No.	Item	Unit	Quantity	Unit Price	Extension
1	Septic System	LS	1	\$12,000.00	\$12,000.00
2	Contingency (15%)	LS	1	\$1,800.00	\$1,800.00
<b>Total Cost =</b>					<b>\$13,800.00</b>

**Opinion of Probable Cost (gravity sewer) - Funded Hangar**

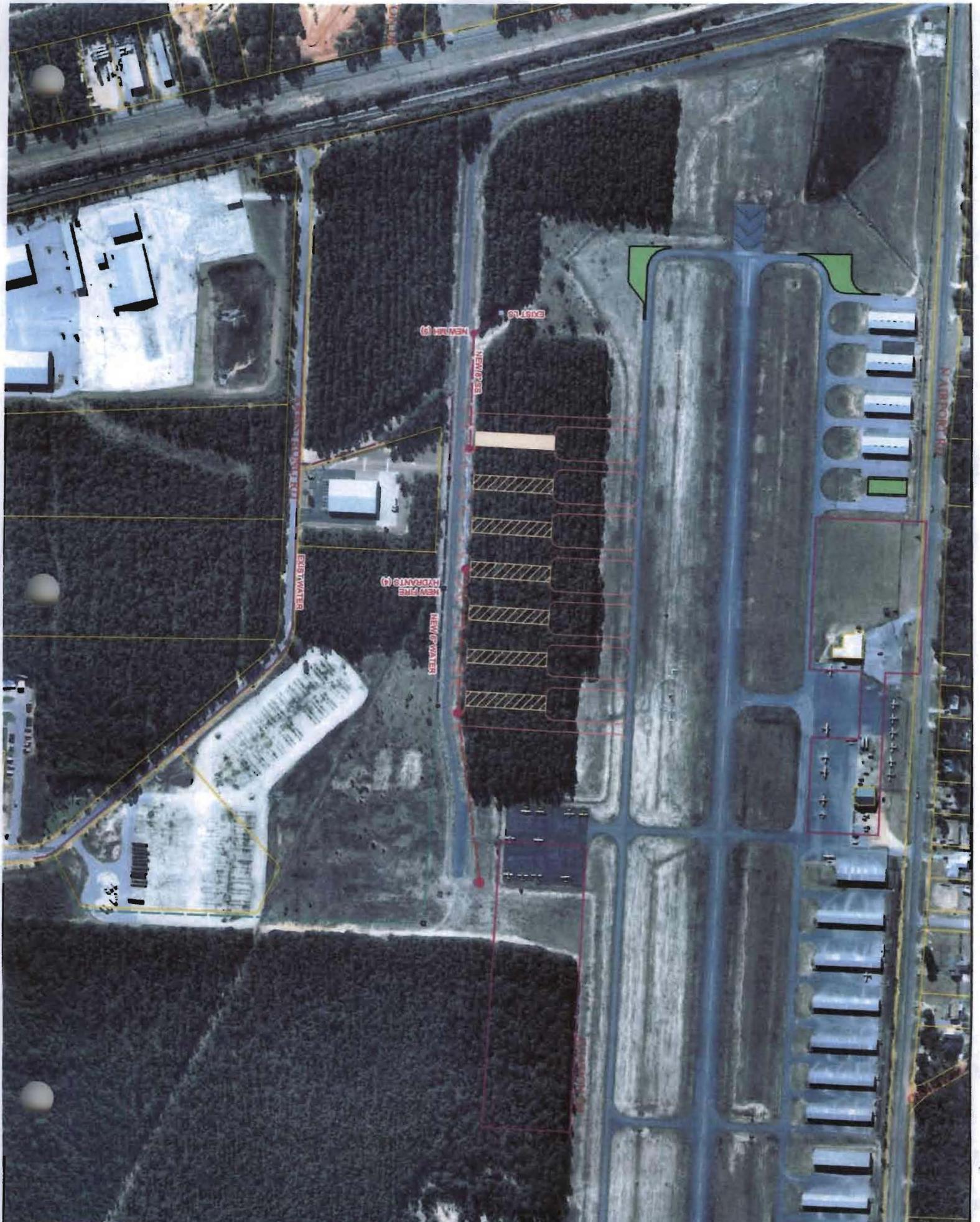
No.	Item	Unit	Quantity	Unit Price	Extension
1	Mobilization	LS	1	\$12,000.00	\$12,000.00
2	8 inch sewer	LF	500	\$37.00	\$18,500.00
3	Lift station tie-in	LS	1	\$2,700.00	\$2,700.00
4	Manhole	EA	2	\$3,500.00	\$7,000.00
5	Sewer lateral	EA	1	\$800.00	\$800.00
6	Seed and mulch	LS	1	\$1,000.00	\$1,000.00
7	Erosion control	LS	1	\$1,000.00	\$1,000.00
8	Survey/Clearing	LS	1	\$2,000.00	\$2,000.00
9	Contingency (15%)	LS	1	\$6,750.00	\$6,750.00
<b>REVISED TOTAL BASE BID =</b>					<b>\$51,750.00</b>

**Opinion of Probable Cost (gravity sewer)- Future unfunded Hangars**

No.	Item	Unit	Quantity	Unit Price	Extension
1	Mobilization	LS	1	\$12,000.00	\$12,000.00
2	8 inch sewer	LF	850	\$37.00	\$31,450.00
3	Lift station tie-in	LS	1	\$2,700.00	\$2,700.00
4	Manhole	EA	3	\$3,500.00	\$10,500.00
5	Sewer lateral	EA	2	\$800.00	\$1,600.00
6	Seed and mulch	LS	1	\$2,000.00	\$2,000.00
7	Erosion control	LS	1	\$2,000.00	\$2,000.00
8	Survey/Clearing	LS	1	\$3,000.00	\$3,000.00
9	Contingency (15%)	LS	1	\$9,788.00	\$9,788.00
<b>REVISED TOTAL BASE BID =</b>					<b>\$75,038.00</b>

**Opinion of Probable Cost to New FBO (gravity sewer)**

No.	Item	Unit	Quantity	Unit Price	Extension
1	Mobilization	LS	1	\$12,000.00	\$12,000.00
2	8 inch sewer	LF	1900	\$37.00	\$70,300.00
3	Lift station tie-in	LS	1	\$2,700.00	\$2,700.00
4	Manhole	EA	6	\$3,500.00	\$21,000.00
5	Sewer lateral	EA	3	\$800.00	\$2,400.00
6	Seed and mulch	LS	1	\$3,000.00	\$3,000.00
7	Erosion control	LS	1	\$3,000.00	\$3,000.00
8	Survey/Clearing	LS	1	\$4,000.00	\$4,000.00
9	Contingency (15%)	LS	1	\$17,760.00	\$17,760.00
<b>REVISED TOTAL BASE BID =</b>					<b>\$136,160.00</b>





EXIST LS

NEW MH (5)

NEW 8" SS

AVIATION DR

NEW FIRE HYDRANTS (4)

NEW 8" WATER

ARMSTRONG RD

EXIST WATER



# 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  
JOEL D. HANIFORD, OMB Director

October 3, 2011

7

James S. Owens, Public Defender  
Office of Public Defender  
190 Governmental Center  
Pensacola, Florida 32502

Dear Mr. Owens:

This office is in receipt of your September 20, 2011 letter regarding the moisture problems at 5210 Willing Street. As noted in your letter, the analysis requested by DeVann Cook of my staff and conducted by ATC Associates indicates the moisture problem in the building is due to the intrusion of water through the exterior wall on the south side.

Thermal imaging conducted by Arcadia ICR Group, LLC has confirmed that the water intrusion is due to penetration via the brick in the south facing wall and not the roof area.

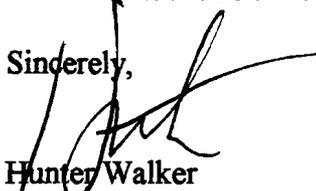
The County has reviewed several options for repairing or sealing the wall including 1) application of exterior sealant; 2) application of stucco siding; 3) removal and replacement of deteriorated mortar. This office is working with local engineer Alan Miller to prepare bid specifications for the most effective, long-term solution to this water penetration/intrusion.

I will ask the Board of Commissioners to authorize solicitation of proposals for this repair at October 13, 2011 meeting with goal of project completion date by mid-December.

This office is committed to ensuring this building is a safe healthful workplace for your employees.

Please contact this office with questions or concerns.

Sincerely,

  
Hunter Walker  
County Administrator

WHW

cc: Board of Commissioners  
DeVann Cook  
Thad Allen



SANTA ROSA COUNTY ENGINEERING  
**ENVIRONMENTAL DEPARTMENT**

6065 Old Bagdad Highway  
Milton, FL 32583  
www.co.santa-rosa.fl.us

Roger A. Blaylock, P.E.  
County Engineer

Jerrel Anderson, P.E.  
Environmental Manager

# Memo

(8)

**To:** Hunter Walker, County Administrator  
**From:** Jerrel Anderson, P. E., Environmental Manager *JA*  
**Thru:** Roger Blaylock, P.E., County Engineer *Roger?*  
**Date:** October 5, 2011  
**Re:** Element Market

---

**Recommendation:**

The evaluation period, as provided within the contract with Element Markets, has now passed. Element Markets has requested an extension of 120 days in order to continue their attempt to market the carbon credits associated with the landfill gas collection system.

Due to current uncertainty associated with the sell of carbon credits, it is recommended that the contract with Element Markets be terminated, and the County pursue the construction of a collection system with an energy conversion component.

JA/tt

## Hunter Walker

---

**From:** Jerrel Anderson  
**Sent:** Tuesday, September 27, 2011 7:07 AM  
**To:** Roger Blaylock; Angie Jones  
**Cc:** Hunter Walker  
**Subject:** FW: As per our discussion this morning  
**Attachments:** Santa Rosa Amendment No. 1.doc

Please Reema's e-mail below.

Thanks, j.

---

**From:** Reema Parvez [mailto:rparvez@elementmarkets.com]  
**Sent:** Monday, September 26, 2011 6:09 PM  
**To:** Jerrel Anderson  
**Subject:** As per our discussion this morning

Dear Jerrel,

Per our discussion, we would like to extend the "Initial Evaluation Period" in the contract by executing the amendment attached. If the County does not wish to extend the Initial Evaluation Period, Santa Rosa Renewable Energy, LLC regretfully will be terminating the agreement. We have been in discussions with a carbon off-taker for the project but will not have an answer from the potential off-taker prior to the end of the Initial Evaluation Period provided in the agreement. Without a definitive answer from the potential off-taker, we do not have the information necessary to determine whether the project is economically viable given where the carbon markets are today.

We look forward to hearing from you and hope that we can agree to an extension of time that would allow our continued diligence on the project.

Sincerely

Reema Parvez  
Director, LFG Development  
Element Markets, LLC  
3555 Timmons Lane, Suite 900  
Houston, Texas 77027  
(281) 207-7255 Direct  
(281) 207-7211 Fax  
[rparvez@elementmarkets.com](mailto:rparvez@elementmarkets.com)  
[www.elementmarkets.com](http://www.elementmarkets.com)



**AMENDMENT NO. 1**

This Amendment No. 1, dated effective as of September \_\_, 2011 (the "Amendment"), to that certain Landfill Gas Development Agreement (the "Agreement"), dated as of May 26, 2011, by and between Santa Rosa Renewable Energy, LLC, a Delaware limited liability company ("Developer") and the Santa Rosa County Board of County Commissioners, a Florida municipality ("Owner"), is made by and between Developer and Owner. Each of Developer and Owner may also be referred to herein as a "Party" or together as the "Parties." Capitalized terms not defined herein shall have the meaning ascribed thereto in the Agreement.

W I T N E S S E T H:

WHEREAS, Developer and Owner desire to extend the Initial Evaluation Period for an additional ninety (90) days;

NOW, THEREFORE, for and in consideration of the mutual promises and covenants set forth herein, and other good and valuable consideration, receipt of which is hereby acknowledged, the Parties, intending to be legally bound, agree as follows:

1. Due Diligence Period.

(a) The first sentence of Section 2.2.2 of the Agreement is hereby amended to replace the reference to "one hundred and twenty (120) days" with "two hundred and ten (210) days" such that the sentence shall read as follows (the amended text is marked in underlined text below):

Commencing on the Effective Date, Developer shall have a period of two hundred and ten (210) days (the "*Initial Evaluation Period*") to (a) evaluate requirements for emissions control at the Landfill, (b) evaluate whether there is adequate LFG at the Landfill to support the LFG Collection Project, (c) evaluate the feasibility of the LFG Collection Project and the Energy Project and (d) perform engineering design, environmental and other due diligence for the LFG Collection Project. During the Initial Evaluation Period, Developer may terminate this Agreement for any reason upon written notice to Owner. Upon such termination, the Parties shall have no further liability hereunder.

(b) Host hereby acknowledges and agrees that the Initial Evaluation Period shall be deemed to have continued without interruption for two hundred and ten (210) days from the Effective Date.

2. Ratification and Confirmation of the Agreement. Except as so modified pursuant to this Amendment, the Agreement is hereby ratified and confirmed in all respects.

3. Governing Law. This Amendment shall be governed by, and construed and interpreted in accordance with, the laws of the State of Florida without regard to its conflicts of law principles.

4. Counterparts. This Amendment may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be deemed one and the same Amendment.

*[Signature page follows]*

IN WITNESS WHEREOF, each of the Parties hereto has caused this Amendment to be executed by its duly authorized representatives as of the Effective Date.

SANTA ROSA RENEWABLE ENERGY, LLC

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

SANTA ROSA COUNTY BOARD OF COUNTY COMMISSIONERS

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Name:



# SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



JIM WILLIAMSON, District 1  
ROBERT A. "BOB" COLE, District 2  
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JIM MELVIN, District 4  
R. LANE LYNCHARD, District 5

HUNTER WALKER, County Administrator  
ANGELA J. JONES, County Attorney  
JOEL D. HANIFORD, OMB Director

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## MEMORANDUM

**TO: BOARD OF COUNTY COMMISSIONERS**

**CC: HUNTER WALKER**

**FROM: ANGIE JONES**

**DATE: October 4, 2011**

**RE: APROVAL OF MEDIATED SETTLEMENT AGREEMENT IN OWENS V.  
SANTA ROSA COUNTY, FLORIDA**

Debra Owens is a wheelchair-bound individual who fell from her chair in 2007 while on the wheelchair ramp at the courthouse. Her condition was such that amputation of one of her legs was eventually necessary. She filed suit against the county in 2011, alleging negligence, ADA violations, and Florida constitutional claims. On September 28, 2011, Ms. Owens, representatives from the county and counsel for both parties mediated the case. An adjuster from FACT attended, as well. Pending your approval, Ms. Owens is agreeable to settling the matter in exchange for \$800,000, \$100,000 of which will be paid by FACT (coverage limits). Additionally, the county will need to make certain modifications to the courthouse over the course of the next twelve months.



SANTA ROSA COUNTY ENGINEERING  
**ENVIRONMENTAL DEPARTMENT**

6065 Old Bagdad Highway  
 Milton, FL 32583  
 www.co.santa-rosa.fl.us

Roger A. Blaylock, P.E.  
 County Engineer

Jerrel Anderson, P.E.  
 Environmental Manager

10

# Memo

**To:** Hunter Walker, County Administrator  
**From:** Jerrel Anderson, P. E., Environmental Manager *JJA*  
**Thru:** Roger Blaylock, P.E., County Engineer *Roger*  
**Date:** September 27, 2011  
**Re:** Mosquito Surveillance Program

**Background:** Last summer a contract was executed by the Board to renew the annual mosquito vector surveillance program for FY 2011. This contract, which provides detailed information regarding the presence of various mosquito borne virus's within Santa Rosa County, is performed by a state lab located in Panama City. While these services are provided by the lab in Panama City, the contract has historically been administrated by Florida Agricultural and Mechanical University (FAMU). Within the past six months this contract with FAMU was mutually terminated by the state lab and FAMU. A new contract, with the same terms and conditions, has been developed with FSU providing administrative support. This contract was previously approved by the Board for the remainder of the FY 11.

**Situation:** In order to continue the surveillance program for FY 12, a new contract for the same services must be executed by the BCC. All terms and conditions of the previous contract remain the same.

**Request:** Execution of the attached mosquito surveillance contract for FY 12.

JA/tt

Attachment

**Hunter Walker**

---

**From:** Sheila Harris  
**Sent:** Wednesday, October 05, 2011 10:18 AM  
**To:** Hunter Walker  
**Subject:** CDBG Navarre East Project

11

Hunter,

The Fabre Engineering Contract is for construction and inspection management services associated with the current CDBG Navarre East Project. This is a 2010 Neighborhood Revitalization Grant award for sewer lines and hookups to low to moderate income areas in the Navarre East neighborhood including portions of Panhandle Trail, Ridge Drive, Quail Roost Dr, Sunset Dr & Timber Ln.

The contract is 11DB-K4-01-67-01-K31. The contract was approved by the BOCC on 05/12/2011 and contract was fully executed by the state on 05/31/2011.

Fabre completed the original design for this project as part of the 04-06 CDBG Disaster Recovery Contract (DRIP) for design of wastewater system improvements and sewer extensions within the Navarre East and Serosa Estates communities. Due to high cost of construction, portions of the original project had to be removed from project. This current project will complete those improvements.

Fabre submitted a proposal on September 6, 2005 for design of that project. The board approved their contract September 22, 2005. In essence, the current agreement with Fabre is an extension of their original contract. Given the situation, DCA does not require separate procurement for inspections services.

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](mailto:sheilah@santarosa.fl.gov)

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

**Evaluation Criteria for SRC Equestrian Center RFQ**

	<b>SRC Location -3</b>	<b>Experience-3</b>	<b>Related Experience-4</b>	<b>Team-4</b>	<b>TOTAL-15</b>	<b>RANK</b>
Strobel & Hunter, Inc.	2	1	3	3	9	3
Heffernan Holland Morgan Architecture	2	0	4	4	10	2
Caldwell Associates Architects	2	2	4	4	12	1
MLD Architects, Inc.	1	0	3	3	7	4
Townes + Architects, P.A.	2	0	4	4	10	2
Bullock Tice Architects	2	0	2	2	6	5
STOA Architects	2	2	4	4	12	1
Quina Grundhoefer Architects	2	2	3	3	10	2
Bay Design Associates Architects	2	2	3	3	10	2
Kendrick David Dowling Architects	2	1	2	2	7	4
Dalrymple/Sallis Architecture	2	1	2	2	7	4
DAG Architects, Inc.	2	1	2	2	7	4

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

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

RESOLUTION NUMBER \_\_\_\_\_

WHEREAS, Santa Rosa County, Florida, has received Community Development Block Grant assistance from the Florida Department of Community Affairs under the provisions as set forth in Title I of the Housing and Community Development Act of 1974, as revised; and

WHEREAS, The Department of Community Affairs has requested that the County, Florida formally designate a contact person to receive complaints or inquiries regarding Fair Housing, Equal Employment Opportunity and Section 504 Americans with Disabilities Act (ADA) requirements as determined by the Department of Community Affairs, therefore

BE IT HEREBY RESOLVED, that this legislative body of Santa Rosa County, Florida, hereby appoints the Housing Program Manager as the Fair Housing contact person and the Human Resources Director as the Equal Employment Opportunity and Section 504 contact person designated to receive and record complaints pertaining to the administration of the City's Community Development Block Grant program.

ADOPTED THIS \_\_\_ day of October on a vote of \_\_\_ yeas and \_\_\_ nays by the Board of County Commissioners.

SANTA ROSA COUNTY, FLORIDA  
BY:

\_\_\_\_\_  
Lane Lynchard, Chairman

ATTEST:

\_\_\_\_\_

(SEAL)

**NAVARRE PATRIOTS**  
**navarrepatriots.com**

(15)

September 21, 2011

Hunter Walker  
County Administrator  
Santa Rosa County

Re: Fish Fry Benefit for the Navarre High School Navy Junior Reserve Officer Training Cadets

Dear Mr. Walker:

My name is Sue Berel, current President of the Navarre Patriots.

Our Group would like to hold a benefit for the Navarre High School Navy Junior Reserve Officer Training Cadets at the Navarre Park Pavilion on Friday, November 11, 2011 following the Veterans Day ceremony scheduled for that morning, with bad weather date, Saturday, November 12, 2011.

The Navarre Patriots and Cadets will be working together seeking donations of food, drinks and supplies from local businesses for the event. Local fishermen have generously offered to catch the fish.

All profits will go to the NHSNJROTC program

Would the county consider waiving the fees for the use of the PARK and PAVILION since this is a benefit for the Cadet Program.

The Navarre Patriots, who are sponsoring and providing the labor for the event will put up a banner and give out a free information packet.

Please let me know if this is a possibility.

Sincerely,

Sue Berel  
President, Navarre Patriots

Hunter Walker, County Administrator  
hunterw@sant ROSA.fl.gov

DeVann Cook, Director, Human Resources and Risk Management  
devannc@sant ROSA.fl.gov

APPLICATION ATTACHED

**Hunter Walker**

---

**From:** Mandy Evers [nwfevents@gmail.com]  
**Sent:** Wednesday, August 10, 2011 2:00 PM  
**To:** Hunter Walker  
**Subject:** 2012 Sunset Stampede.

16

Hunter,

Could you get this date approved for the 4<sup>th</sup> Annual Sunset Stampede? Information below:

*The 4th annual Sunset Stampede is a sunset 5K run/walk and 1 mile kids fun run on Navarre Beach. The event will be held on April 7, 2012. The Fun Run begins at 5PM and the 5K begins at 6PM. Race day packet pick up will begin at 3:30PM on April 7<sup>th</sup> in the public parking area of the far east Gulf Side Pavilion in Navarre Beach County Park. There will be bouncy houses and face painting in this parking area before the race. The race will begin in the county park, go up Gulf Blvd to Arkansas and back, and end in the public boat launch parking lot across from Beach Monkey. A drink station will be set up at the halfway mark on Arkansas Blvd with the Navarre High School Band playing. After the race light snacks and water will be available in the public boat parking area and the main after party will be held at Juana's. This event had over 600 participants last year and we anticipate a similar or higher number in 2012. It is the largest 5K in Navarre. The biggest change is using the county park in order to accommodate the growing crowd and parking needs. We would ask that cars be allowed to stay parked in the county park after sunset for this event since the awards ceremony will not end until dark. We feel that using the park is the best way to deal with traffic congestions that may occur from parking on the road or in the boat parking area as in years past.*

Please let me know if you have any questions or would like me to address the commissioners regarding the event.

Thanks,

Mandy Evers  
Events and Promotions  
850-366-2660  
nwfevents@gmail.com

10/4/2011

**Hunter Walker**

**From:** Ann Bodenstein  
**Sent:** Tuesday, October 04, 2011 9:12 AM  
**To:** Commissioner Lynchard  
**Cc:** Hunter Walker  
**Subject:** Canvassing Board Schedule

(17)

Commissioner Lynchard, listed below are the working dates for the 2012 Presidential Preference Election to be held January 31.

Would you please pass this to the commissioner that is appointed to serve on that Canvassing Board for this election.

January	6	Organizational Meeting	1 p.m.
	11	Logic and Accuracy Test	8 a.m.
	23	Canvassing of Ballots	1 p.m.
	27	Canvassing of Ballots	1 p.m.
	30	Canvassing of Ballots	3 p.m.
	31	ELECTION DAY	3 p.m.
February	1	Canvass Precinct Results	1 p.m.
	3	Canvassing of Provisional Ballots	9 a.m.
		Unofficial Results to State	
		Draw Precinct/Race for audit	
	10	Canvassing of Overseas Military Ballots	1 p.m.
		Official Returns to State	
		Conduct of Election	
	17	Manual Audit	1 p.m.
		Returns to State	

No dates were entered for recounts.

Thanks,  
 Ann W. Bodenstein  
 Supervisor of Elections, Santa Rosa County, Fl.

---

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.

RECEIVED OCT 05 2011

## Navarre Krewe of Jesters

P.O. Box 5879, Navarre, Florida 32566

[www.NavarreKreweOfJesters.com](http://www.NavarreKreweOfJesters.com)



18

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

19 September 2011

The Navarre Krewe of Jesters, Inc requests permission to hold the 26<sup>th</sup> annual Navarre Beach Mardi Gras parade on February 18, 2012. As in the past we will work hand-in-hand with the Santa Rosa County Sheriff's Department. We will have emergency services available on the Island along with Fire protection in the event of any emergency. There will also be a mandatory safety meeting of all units that are scheduled to participate in the parade.

The Navarre Beach Mardi Gras parade is the only major winter event to bring much needed revenue to the businesses of this area. Over the past couple of years parade participation has doubled and spectator attendance has reached estimated numbers of 25,000 to 35,000.

The Krewe does have a million dollar liability insurance policy for this event. Upon parade approval we can issue a copy of the insurance policy to the county as we have done in the past.

Thank you in advance for your positive consideration. We are anticipating another successful parade for the residents, guests and businesses in the Navarre community.

Jessica K. Otten

President

Navarre Krewe of Jesters

**Hunter Walker**

---

**From:** Tammy Simmons  
**Sent:** Thursday, October 06, 2011 1:59 PM  
**To:** Hunter Walker  
**Cc:** Joel Haniford  
**Subject:** FW: Bleachers  
**Attachments:** JADawsonQuote\_7081\_8455.pdf; JADawsonQuote\_7081\_8455.pdf; NationalRecreationSystemsSanta Rosa County Public Works 092611 Milton FL 2 x 10 x 15' Seat Plank HW 1 pcs.pdf; Site Horizons QUOTE.pdf

19

Commissioner Lynchard would like to add this to next weeks agenda. We did not get the additional quote I was expecting; however, here are four. The total is over \$10,000, individually the cost is \$14,040/4=3,510. What action is required to get this approved?

---

**From:** Tammy Simmons  
**Sent:** Monday, October 03, 2011 10:00 AM  
**To:** Commissioner Lynchard; Brandon Durham; Shane Player  
**Subject:** RE: Bleachers

I am still waiting a quote from Aluminum Bleachers which I expect to get by the end of this day; four others quotes attached with lowest proposal from National Recreation Systems, Inc. in the total amount of \$ 14,040 for 4 sets of 5 row x 21' non-elevated bleachers each costing \$3100 and total shipping at \$1640.

---

**From:** Commissioner Lynchard  
**Sent:** Wednesday, September 21, 2011 3:04 PM  
**To:** Brandon Durham; Shane Player  
**Cc:** Tammy Simmons  
**Subject:** RE: Bleachers

The 21 foot seats a lot more people for \$600 more per bleacher. I would think it is worth the upgrade.

Lane Lynchard  
 Santa Rosa County Commissioner, District 5  
 850-983-1876

**Public Records Notice**

Florida has a very broad public records law. Written communications to or from elected officials regarding official matters are public records available to the public and media upon request. Your e-mail and other communications are subject to public disclosure.

---

**From:** Brandon Durham [bdurham@valcourt.net]  
**Sent:** Wednesday, September 21, 2011 2:39 PM  
**To:** Shane Player  
**Cc:** Commissioner Lynchard  
**Subject:** RE: Bleachers

5 Row by 15 feet. Or 5 row by 21 feet. <http://www.aluminumbleachers.com/itemdesc.asp?ic=M129%2D1106>

We need four of them.

10/6/2011

**NATIONAL  
RECREATION  
SYSTEMS INC**

5120 INVESTMENT DRIVE  
P. O. BOX 11487  
FT WAYNE, IN 46858-1487

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

TO: Santa Rosa County Public Works

ATTN: Tammy C. Simmons  
Administrative Services Manager

Email: [TammyS@santarosa.fl.gov](mailto:TammyS@santarosa.fl.gov)

DATE: 9/23/11 TERMS: NET 30 DAYS

JOB REF:

EST SHIP DATE: 2-3 WEEKS A.R.O

F. O. B. XX SHIPPING PT DELIVERED

DESTINATION: Milton, FL 32583

CUST. PHONE: 850-983-1858

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

<u>QTY</u>	<u>MODEL</u>	<u>DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>EXT. PRICE</u>
4	NB-0521ADLX	5 row x 21' non-elevated bleacher Net seating capacity 58 / unit	\$ 3,100*	\$ 12,400

**FEATURES NB-0521ADLX**

- Aluminum angle understructure
- 2 X 10 anodized aluminum seat plank
- Double mill finish aluminum foot plank
- 1 x 6 riser rows 1-4, (2) 1 x 6 top row risers
- (1) 48 inch vertical aisle with mid aisle handrail
- Chainlink guardrail system

**\* QUANTITY DISCOUNT PRICING**

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

SUB TOTAL \$ 12,400  
EST. FREIGHT \$ 1,640  
TOTAL \$ 14,040

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

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

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

**National Recreation Systems, Inc**

**Customer Acceptance**

By: Kurt Uhen Estimator  
Name Title

By: \_\_\_\_\_  
Name Title Date

# SITE HORIZONS

MWBE Certified

## QUOTE

13750 W. Colonial Dr. Ste. 350-134, Winter Garden, FL 34787

Tel: 407-947-6318 Fax: 407-614-4313

Authorized Representative for PW Athletic Mfg. Co.

Quote Date: 9/28/11

**Sell To:** Santa Rosa Co  
6495 Caroline St  
Ste J  
Milton, FL 32570

**Ship To:** Santa Rosa Co Parks and Rec  
6075 Old Bagdad Hwy  
Milton, FL 32583

Tammy Simmons  
850-983-1858

DELIVERY CONTACT: **Please Specify Delivery Contact**

Qty	Model No	Description	Unit Cost	Discount	Total
4 sets	1185-521A	5 Row, 21' Aluminum Bleachers w/ Pre-assembled Mesh Guardrails	\$5,042.00	15%	\$17,142.80
1	Install	Installation of Bleachers	\$5,042.00		\$5,042.00

Price Includes: 15% Discount Per Osceola County School Bid  
#SDOC 09-B-082 CJ, Installation, Assembly and Freight.

Price Excludes: Subsurfacing, Sitework and Sales Tax.

Sub-Total:	\$22,184.80
Tax:	Exempt
Freight:	\$2,250.00
Total:	<u>\$24,434.80</u>

Lead Time: 4-6 Weeks ARO

Payment Terms: Net 30 with approved credit

Sales Associate: Leslie Kaufmann @ 850-712-8388

Ship Via: Best Way

FOB: Factory

This Quote is valid for 30 days

Approval and Acceptance of this quote may be executed by signing and faxing to 850-995-1162

Signature: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**All Purchase Orders must be made out to  
PW Athletic Mfg. Co. - PO Box 9028 - Mesa, AZ 85214**



A PLAYCORE Company

P.O. Box 680121  
Fort Payne, AL 35968  
Phone: 800-221-8869  
Fax: 205-663-5012

QUOTE  
#52190

09/28/2011

**Santa Rosa Bleachers**

Santa Rosa County Parks and Recreation  
Attn: Tammy Simmons  
6495 Caroline Street, Suite J  
Milton, FL 32570  
Phone: 850-983-1858  
Fax: 850-983-1861  
tammys@santarosa.fl.gov

Ship To Zip: 32483

Quantity	Part #	Description	Unit Price	Amount
4	GS-0521ABC-A	UltraSite - 5 Row x 21' Alum, 10" Seat, 8" Rise, Semi-Closed Deck, Chainlink Aisle	\$4,581.76	\$18,327.04

US Communities contract #110179  
Contract: USC

SubTotal:	\$18,327.04
Discount:	(\$1,099.64)
Freight:	\$860.00
<b>Total Amount:</b>	<b>\$18,087.40</b>

UNLESS SPECIFICALLY INCLUDED, THIS QUOTATION EXCLUDES ALL EQUIPMENT ASSEMBLY AND INSTALLATION; SAFETY SURFACING; BORDERS AND DRAINAGE PROVISIONS, ALL SITE WORK AND LANDSCAPING; REMOVAL OF EXISTING EQUIPMENT; ACCEPTANCE OF EQUIPMENT AND OFF-LOADING AND STORAGE OF GOODS PRIOR TO INSTALLATION. SIGNED ACCEPTANCE OF THIS QUOTE ASSUMES ACCEPTANCE OF TERMS AND CONDITIONS ON ATTACHED PAGE. TERMS: NET 30 DAYS

**Acceptance of quotation:**

Accepted By (printed): \_\_\_\_\_  
Signature: \_\_\_\_\_  
Title: \_\_\_\_\_  
Facsimilie: \_\_\_\_\_

P.O. No: \_\_\_\_\_  
Date: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Purchase Amount: **\$18,087.40**

**Order Information:**

Bill To: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Address: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

Ship To: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Tel: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

SALES TAX EXEMPTION CERTIFICATE #: \_\_\_\_\_

(PLEASE PROVIDE A COPY OF CERTIFICATE)

**Santa Rosa Bleachers**

**QUOTE  
#52190**

09/28/2011

**TERMS AND CONDITIONS OF SALE**

Required for Complete Order: Purchase Order or signed quote, credit approval, complete billing & shipping address w/ contact names and phone numbers, and color selections. Contractors provide fully executed bid/performance/payments bonds as applicable. Pricing: f.o.b. factory, firm for 30 days from date of quotation.

Acceptance of this Transaction: constitutes entire agreement between buyer and seller. Failure to pay when agreed is basis for legal action to be taken. Buyer agrees to pay all legal costs for collection and reasonable attorney fees, and hereby waives rights of exemption as to personal property under the laws of the state of Alabama or any other state. In connection with this transaction, a finance charge will be imposed on the past due balance at an annual percentage rate of 18%, or 1-1/2% per month.

Delivery Schedule: Upon written notification of order (with or without installation services) delivery will be made in appx. 45-60 days. Customer has 10 days after ordering to make request to delay ship date if site will not be ready. All efforts will be made to accommodate requests, but no change is guaranteed. Freight carrier is instructed to call 24 hours in advance to arrange delivery.

Unloading: Unless unloading service is contracted, unloading of delivery truck is responsibility of customer. Forklift may be required. If unloading, customer is responsible for accepting and noting any damages or shortages on the freight bill and inspecting/inventorying equipment upon receipt. Customer must notify our office immediately of any discrepancies. Freight carrier is instructed to call your designated contact 24 hours in advance to arrange delivery. If job site is not prepared and ready for installation when equipment delivers, any pre-existing unloading agreement is voided and customer is responsible for truck unloading and equipment storage.

Additionally Insured: Any entity or person named as additionally insured, add \$150.00 per each occurrence.

**TERMS AND CONDITIONS IF CONTRACTING INSTALLATION SERVICES**

Utilities: Customer is responsible for the location and marking of all underground utilities and sprinklers prior to installation. J.A. Dawson & Co., Inc. is not responsible for damages or repairs to any form of underground utility or sprinklers.

Equipment Layout: To be as illustrated & accepted on submitted drawings. Any requested changes may result in additional charges.

Site Conditions: Installation quotations are based on a prepared level surface (slope not to exceed 1/2" over 25'), and open truck access to the area. We require a 10' wide path into the site and unloaded equipment to be within 100'. Please notify estimator of site concerns to ensure proper quotation. If installation crew arrives and installation cannot be performed due to unprepared surface or inadequate access, an additional \$1,500.00 will be charged for return trip. Pier spoils from installation shall be spread at site. Site will be left rough grade. Upcharge of \$65.00 per hour per man plus necessary equipment rental will be added for installation in rock, concrete or existing asphalt. Removal of existing equipment, trees, etc. by others unless specifically contracted.

Machinery Use: Installation requires the use of heavy machinery. All efforts are made to minimize damage to the site. It is recommended that all final landscaping, fencing, sidewalks, etc. be completed after installation of equipment and/or surfacing. J.A. Dawson & Co., Inc. is not responsible for damage to grass or other site features due to normal, necessary equipment use. Please notify estimator to discuss concerns prior to accepting quotation in case revisions are needed.

Waste Disposal: Dumpster or approved dumping area must be provided for packaging and other waste during installation. J.A. Dawson & Co., Inc. is not responsible for removing waste from the property unless specifically contracted.

Security: J.A. Dawson & Co., Inc. is pleased to supply & install your equipment in a timely, professional manner. Upon completion, the equipment is secured with tape to discourage play and allow concrete to dry for 72 hours. Premature play will cause equipment to become loose in the concrete footings. Customer is responsible for prohibiting access to equipment during this critical drying time. J.A. Dawson & Co., Inc. is not responsible for equipment that becomes loose in the concrete due to premature access or events beyond our control. If purchasing rubber safety surfacing, the 72 hour waiting period also applies. Premature access will leave imprints in rubber surfacing. Customer is responsible for security.

\_\_\_\_\_  
J.A. DAWSON & CO., INC. DATE

\_\_\_\_\_  
CUSTOMER DATE



# 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  
JOEL D. HANIFORD, OMB Director

20

## MEMORANDUM

**TO: BOARD OF COUNTY COMMISSIONERS**

**CC: HUNTER WALKER**

**FROM: ANGIE JONES**

**DATE: October 6, 2011**

**RE: APPLICATIONS FOR TAX DEEDS**

For properties in which the county holds a tax certificate, we are required to make application for tax deeds for any parcel of property valued at more than \$5,000 (Section 197.502(3), Florida Statutes). Currently, there are 70 parcels for which we must make application. The fee for each application is \$475 (\$400 sale fee to the Clerk of Court and \$75 title search fee to the Tax Collector). I would recommend authorizing the Chairman to sign the applications.



# Santa Rosa County Development Services



**Beckie Cato, AICP**  
Planning and Zoning Director

**Tony Gomillion**  
Public Service Director

**John T. "Tim" Tolbert**  
Building and Fire Official

## **MEMORANDUM**

**TO:** Board of County Commissioners

**FROM:** Beckie Cato  
Planning Director

**DATE:** October 4, 2011

**RE:** Appeal: Bagdad Architectural Advisory Board Application # 2011-BHAAB-003

## **RECOMMENDATION**

That the Board consider an appeal of a Bagdad Architectural Advisory Board decision submitted by Ms. Julia Brown.

## **BACKGROUND**

At their June 22, 2011 meeting, the Bagdad Architectural Advisory Board denied application # 2011-BHAAB-003, submitted by Ms. Julia Brown. Ms. Brown appealed that decision to the Board of County Commissioners.

At your meeting on July 25<sup>th</sup>, you sent the case back to the Architectural Advisory Board. That board met again with Ms. Brown and they were able to arrive at agreeable architectural changes with the exception of the brick façade.

Ms. Brown is now appealing the Architectural Advisory Board's decision relative to the façade.

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# Santa Rosa County Development Services



**Beckle Cato, AICP**  
Planning and Zoning Director

**Tony Gomillion**  
Public Service Director

**John T. "Tim" Tolbert**  
Building and Fire Official

## **Bagdad Architectural Advisory Board**

### **Minutes of the August 24, 2011 Meeting**

The meeting was called to order at 8:30 a.m. with the following members and staff present:

- Dr. Charles D'Asaro, Committee Chairman
- Mr. David Bailly, Committee Member
- Mr. Michael Johnson, Committee Member
- Ms. Jan Davis
- Darliene Stanhope, Staff to Committee

The board reviewed the minutes of the June 22<sup>nd</sup> meeting and requested the following change be made to the minutes. Correct the spelling of Ms. Brown's name in one location and add the following statement " photos as evidence for tree removal."

Darliene explained that the Board of County Commissioners had requested that the Bagdad Architectural Advisory Committee rehear the case and try and work with the applicant to resolve the issues. Ms. Brown and Lee Page from Heritage Homes was present to discuss the case. After much discussion, it was decided to move the garage to the back, do a mirror image of the home and extend the front porch so that it will be 75% of the front of home. We discussed the pros and cons of hardy plank versus brick and the fact that the precolored hardy plank costs the same as brick where the un colored hardy plank would cost more than brick. The applicant still wanted the brick cladding and the width of the home did not change. Jan made a motion to accept the changes to the home so that the home now has a front porch that extends 75% across the front while acknowledging that the house still does not meet the width or the cladding requirement and cannot be totally approved by the Architectural Advisory Board. Michael seconded. Motion Passed.

The meeting was adjourned at approximately 9:55 a.m.

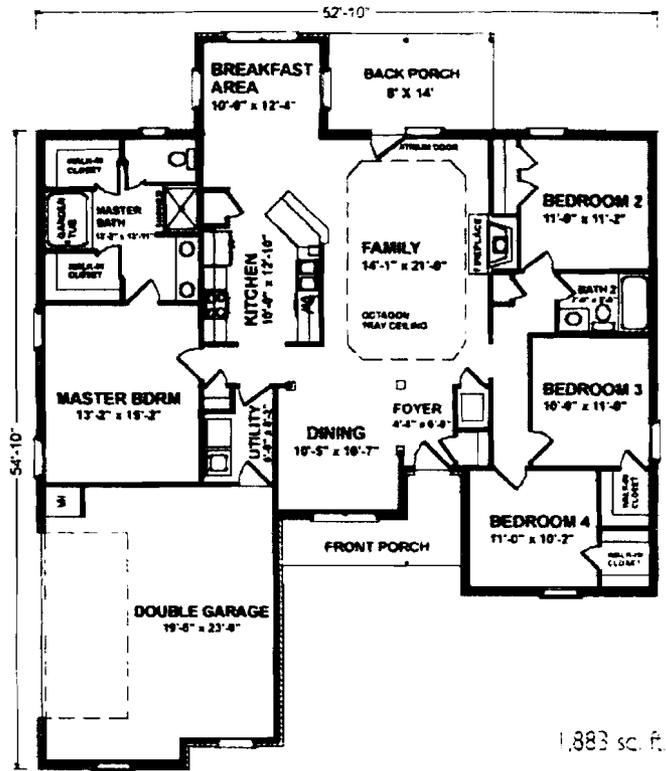
Minutes approved by the Committee on     /   /

\_\_\_\_\_  
Committee Chairman

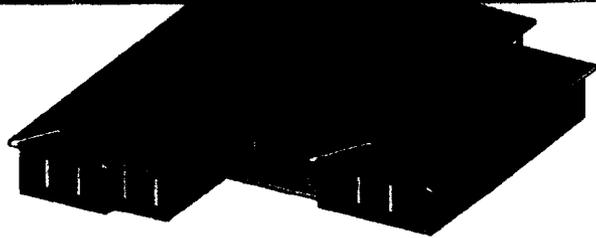
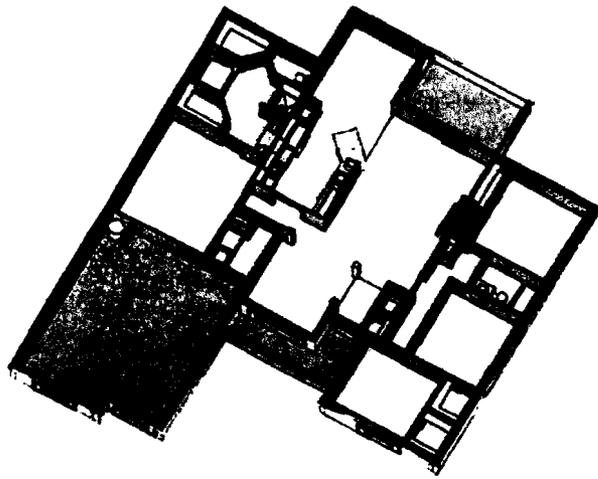


## Empress

The Empress was designed for growing families. It contains 1,883 square feet of living space in addition to a double garage. The large family room features a fireplace and an octagon tray ceiling in the middle of an area connecting to the breakfast, kitchen and dining room. The master bedroom is secluded because it is located behind the kitchen and laundry room and is accessed by walking through a short hallway. The other three bedrooms are located on the opposite side of the house. Each bedroom has a large closet and shares a common hall bathroom. The front porch is set in the middle of your brick home and is flanked by two brick gables creating a very desirable view from the street in your neighborhood.



1,883 sq. ft.



Photos may include optional features

AL  
251.666.3950 | 800.489.1014

MS  
228.687.1143 | 877.410.6175

FL  
850.477.0006 | 866.775.0006

[heritagehomesfamily.com](http://heritagehomesfamily.com)

Elbert Jones Jr  
Executive Director  
[Elbertjones@escambiahfa.com](mailto:Elbertjones@escambiahfa.com)



C.J. Pipkins  
Housing Program Director  
[cjpipkins@escambiahfa.com](mailto:cjpipkins@escambiahfa.com)

Karyn Norton  
Assistant Executive Director  
[karyn.norton@escambiahfa.com](mailto:karyn.norton@escambiahfa.com)

**ESCAMBIA COUNTY  
HOUSING FINANCE AUTHORITY**  
[WWW.ESCAMBIAHFA.COM](http://WWW.ESCAMBIAHFA.COM)

Fran Jones  
Accountant  
[fran.jones@escambiahfa.com](mailto:fran.jones@escambiahfa.com)

*Serving 1<sup>st</sup> Time Homebuyers since 1982... Providing below market interest rate mortgage loans in over 24 counties in Florida.*

700 South Palafox Street, Suite 310 • Pensacola, Florida 32502-5958  
Phone: (850) 432-7077 • Fax: (850) 438-5205 • Toll Free: (800) 388-1970

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September 30, 2011  
**(VIA FEDERAL EXPRESS)**

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

Re: Not Exceeding \$150,000,000 Escambia County Housing Finance Authority  
Single Family Mortgage Revenue Bonds (Multi-County Program)

Dear Mr. Walker:

Enclosed please find one (1) original Affidavit of Publication for the Public Hearing scheduled for Thursday, October 13, 2011, at 9:30 a.m. that was published in *The Press Gazette*. Also please find enclosed for inclusion in the agenda packages one copy of the Board of County Commissioners' Resolution and Interlocal Agreement authorizing Santa Rosa County to participate in above-referenced bond issue. The Resolution should be adopted following the public hearing.

Also enclosed are six (6) execution copies of the Resolution and two (2) execution copies of the Interlocal Agreement. Upon adoption by the Board, please have four (4) originals of the executed Resolution and two (2) originals of the executed Interlocal Agreement returned to the Authority at the above address no later than November 1, 2011. I have enclosed a pre-paid Federal Express label addressed to our Bond Counsel for your convenience.

If you have any questions or require additional information prior to the Board meeting, please do not hesitate to contact us. Thanks for all your help.

Sincerely,

CJ Pipkins

C.J. Pipkins  
Assistant Executive Director

Enclosures

# PRESS GAZETTE

Published Bi-Weekly

6629 Elva Street - Phone 623-2120  
Milton, Santa Rosa County, Florida 32570

## STATE OF FLORIDA COUNTY OF: SANTA ROSA

Before the undersigned authority personally appeared

Sharon D. Weldon

who on oath says that she is  
Cashier

of the Press Gazette, a bi-weekly newspaper published at Milton in Santa Rosa County, Florida; that the attached copy of advertisement, being a

### NOTICE OF PUBLIC HEARING RE: SINGLE FAMILY REVENUE BONDS

In the Court  
was published in said newspaper in the issues of  
9/24/2011

Affiant further says that the said Press Gazette is a newspaper published at Milton in said Santa Rosa County, Florida, and that the said newspaper has heretofore been continuously published in said Santa Rosa County, Florida, each week and has been entered as second class mail matter at the post office in Milton, in Santa Rosa County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in said newspaper.

I (SWEAR)(AFFIRM) that the above information is true and correct to the best of my knowledge.

Sharon D. Weldon  
(Signature of Applicant)

Sworn to and subscribed before me this 24TH  
day of SEPTEMBER, 2011.

Carolyn V. Barnes  
(Signature of Notary Public-State of Florida)



Personally known \_\_\_\_\_ or produced identification \_\_\_\_\_

Type of identification produced \_\_\_\_\_

9/796

### NOTICE OF PUBLIC HEARING

For the purpose of Section 147(f) of the Internal Revenue Code of 1986, as amended, notice is hereby given that the Board of County Commissioners of Santa Rosa County, Florida (the "Board"), will conduct a public hearing on Thursday, October 13, 2011 at 9:30 a.m. or as soon thereafter as practicable, in the Board of County Commissioners meeting room, located at 6405 Caroline Street, Milton, Florida 32570, to consider the approval of a plan of finance to provide capital including the issuance from time to time by the Escambia County Housing Finance Authority (the "Authority"), on behalf of Santa Rosa County and other participating counties, of not exceeding \$150,000,000 Single Family Mortgage Revenue Bonds in multiple series from time to time.

The proceeds of such bonds together with funds from other sources available to the Authority, will be used to finance or refund outstanding obligations, the proceeds of which will be used to finance the purchase of single family residences to be occupied primarily by first-time home buyers of moderate, middle or lesser income within Santa Rosa County, Florida and various other counties in the State of Florida.

The bonds and interest thereon shall not constitute a debt or indebtedness of the Authority within the meaning of any provisions or limitations of the statutes or Constitution of the State of Florida, Santa Rosa County, Florida, or other participating counties or housing finance authorities, but will be payable solely from payments made from the revenues generated from the housing program.

All persons are advised that, if they decide to appeal any decision made at this public hearing, they will need a record of the proceedings, and for such purpose they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

At the time and place fixed for said public hearing, persons who desire will be given an opportunity to express their views for or against the proposal to issue said bonds, and any written comments received by the Clerk of the Circuit Court, ex-officio clerk to the Board, will be considered.

The Public Hearing is being conducted in a handicapped accessible location. Any handicapped person requiring an interpreter for the hearing impaired or visually impaired should contact the Santa Rosa County Administrator's Office by October 6, 2011, and an interpreter will be provided. Any non-English speaking person wishing to attend the public hearing should contact the Santa Rosa County Administrator's Office by October 6, 2011, and a language interpreter will be provided. To access a telecommunications Device for Deaf Persons (TDD), please call 1-800-955-8770.

Chairman, Board of County Commissioners  
Santa Rosa County, Florida

9/24  
9/796

RESOLUTION NO. 2011-\_\_

**A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF SANTA ROSA COUNTY, FLORIDA, AUTHORIZING THE ESCAMBIA COUNTY HOUSING FINANCE AUTHORITY TO OPERATE WITHIN THE BOUNDARIES OF SANTA ROSA COUNTY, FLORIDA, AND APPROVING A PLAN TO FINANCE QUALIFYING SINGLE FAMILY MORTGAGE LOANS ON BEHALF OF SANTA ROSA COUNTY, FLORIDA; AUTHORIZING THE BOARD OF COUNTY COMMISSIONERS TO ENTER INTO AGREEMENTS WITH THE ESCAMBIA COUNTY HOUSING FINANCE AUTHORITY AND TO EXECUTE AND DELIVER CERTAIN DOCUMENTS AND INSTRUMENTS IN CONNECTION THEREWITH; APPROVING A FORM OF INTERLOCAL AGREEMENT; APPROVING THE ISSUANCE BY THE ESCAMBIA COUNTY HOUSING FINANCE AUTHORITY OF NOT EXCEEDING \$150,000,000 SINGLE FAMILY MORTGAGE REVENUE BONDS ON BEHALF OF SANTA ROSA COUNTY, PURSUANT TO SECTION 147(f) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED; PROVIDING THAT SUCH BONDS CONSTITUTE LIMITED, SPECIAL OBLIGATIONS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, Chapter 159, Part IV, Florida Statutes, (the "Act") authorized counties to create housing finance authorities to exercise powers of the Act within their boundaries or outside their boundaries with the consent of the governing body of the territory outside their area of operation; and

**WHEREAS**, the Board of County Commissioners of Escambia County, Florida, (the "Escambia Board") on May 29, 1980, enacted Ordinance No. 80-12 and on March 20, 2003, the Escambia Board enacted Ordinance 2003-8 (collectively, the "Ordinance"), creating the Escambia County Housing Finance Authority (the "Authority") and authorized the Authority to exercise all powers under the Act subject to approval by the Escambia Board as a condition precedent to the effectiveness of the certain actions of the Authority; and

**WHEREAS**, there is no housing finance authority currently operating in Santa Rosa County, Florida ("Santa Rosa County"); and

**WHEREAS**, pursuant to the Act, the Board of County Commissioners of Santa Rosa County, Florida, (the "Santa Rosa Board") has found a shortage of affordable housing and capital for investment therein and a need for a housing finance authority to function in Santa Rosa County; and

**WHEREAS**, it is not practicable at this time under existing Florida and Federal laws and regulations for a single local agency to issue its mortgage revenue bonds for the purpose of implementing a single family housing program, although the shortage of such single family housing and capital for investment therein is continuing in Santa Rosa County; and

**WHEREAS**, the Authority by a resolution duly adopted on March 8, 2011 (the "Enabling Resolution"), as amended and supplemented, authorized a plan of finance, as permitted by Section 5f.103-2(f)(3) of the Regulations under the Internal Revenue Code of 1986, as amended, (the "Plan") for the issuance of not exceeding \$150,000,000 Single Family Mortgage Revenue Bonds (Multi-County Program) (the "Bonds" or the "Escambia Bonds") in multiple series (the "Program"); and

**WHEREAS**, because the restrictions attendant to qualified mortgage revenue bonds under the Code limits the availability of mortgage funds for many eligible persons (within the meaning of the Act), the Authority may also issue taxable mortgage revenue bonds to increase the amount available for Mortgage Loans and to reduce or ameliorate such restrictions upon eligible persons; and

**WHEREAS**, the Authority has indicated that, pursuant to the Plan, it expects to issue the Bonds from time to time with such particular Series designations as shall be appropriate in an aggregate principal amount not exceeding \$150,000,000, exclusive of any amounts required for refunding purposes; and

**WHEREAS**, the Santa Rosa Board desires to authorize certain actions as necessary in connection with participation in the Plan and the Program and the issuance, sale, authentication and delivery of the Bonds by entering into an Interlocal Agreement, dated as of October 1, 2011 (the "Interlocal Agreement"); and

**WHEREAS**, Section 147(f) of the Internal Revenue Code of 1986, as amended (hereinafter referred to as the "Code") requires public approval of certain private activity bonds and the Plan therefor by an applicable elected representative or governmental unit following a public hearing and the Santa Rosa Board constitutes an applicable elected representative or governmental unit; and

**WHEREAS**, pursuant to Section 147(f) of the Code a public hearing was scheduled before the Santa Rosa Board on behalf of the Santa Rosa Board, the Escambia Board and the Authority for Thursday, October 13, 2011, at 9:30 a.m., or as soon thereafter as practicable, and notice of such hearing was given in the form required by the Code by publication more than fourteen (14) days prior to such hearing; and

**WHEREAS**, the Santa Rosa Board, has on October 13, 2011, held the public hearing and provided at such hearing reasonable opportunity for all interested individuals to express their views, both orally and in writing, on the issuance of the Bonds; and

**WHEREAS**, the Santa Rosa Board diligently and conscientiously considered all comments and concerns expressed by such individuals; and

**WHEREAS**, the Santa Rosa Board desires to express its approval of the action to be taken pursuant to the Enabling Resolution and the Act, and as required by Section 147(f) of the Code;

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

**Section 1.** Because of the continuing shortage of affordable single family housing and capital for investment therein in Santa Rosa County and the continuing impediments to a bond issue to alleviate such shortages as to single family housing, it is hereby determined that the Santa Rosa Board consents to the Authority exercising its powers to issue the Bonds and to implement the Plan to provide capital from sources of funds available to the Authority, including but not limited to a portion of the proceeds of the Bonds, and proceeds of obligations refunded by the Bonds, to establish the Program to finance Mortgage Loans for single family housing within the statutory boundaries of Santa Rosa County ("Mortgage Loans"); provided, that the Authority and Santa Rosa County first enter into a written agreement setting forth the powers, duties and limitations of the Authority as they pertain to the use of said Bond proceeds within Santa Rosa County and payment of the issuance costs for such Bonds.

**Section 2.** In furtherance of the purposes set forth in Section 1 hereof the Chairman or Vice-Chairman and Clerk or Deputy Clerk of the Santa Rosa Board are hereby authorized to execute such consents, intergovernmental agreements, applications, instruments or other documents as shall be required to implement participation by the Santa Rosa Board of such Program and to provide for payment of Santa Rosa County's proportionate share of the costs thereof, including but not limited to the costs of issuance of such Bonds, all as shall be approved by counsel to Santa Rosa County.

**Section 3.** The Interlocal Agreement, in substantially the form attached hereto as Exhibit A, and made a part hereof, between Santa Rosa County and the Authority is hereby approved. The officers of Santa Rosa County are hereby authorized to enter into such Interlocal Agreement on behalf of Santa Rosa County with such changes not inconsistent herewith as the officers executing same may approve, such execution and delivery to be conclusive evidence of such approval. The appropriate officers of Santa Rosa County are hereby further authorized to execute and deliver such other documents and instruments as may be necessary to implement such Interlocal Agreement, including, without limitation, application for up to the maximum available private activity bond volume allocations pursuant to the Act, for the purposes set forth in the Interlocal Agreement.

**Section 4.** The Santa Rosa Board hereby approves, within the meaning of Section 147(f) of the Code, the Authority's Plan and the issuance by the Authority in multiple series from time to time of not exceeding \$150,000,000 Single Family Mortgage Revenue Bonds, initially designated as "(Multi-County Program)," with such particular Series designation as shall be appropriate, for funding the Authority's Program for Mortgage Loans, and such other action to be taken pursuant to the Enabling Resolution or the Act.

**Section 5.** The principal of and premium, if any, and interest on the Bonds and all payments required under the proposed financing agreements, including the Interlocal Agreement, shall be payable solely by the Authority from the proceeds derived by the Authority under the

proposed financing agreements, and Santa Rosa County shall never be required to (i) levy ad valorem taxes on any property within its territorial limits to pay the principal of and premium, if any, and interest on the Bonds or to make any other payments provided for under the proposed financing agreements, or (ii) pay the same from any funds of Santa Rosa County whatsoever. Adoption of this Resolution does not authorize or commit the expenditure of any funds of Santa Rosa County to pay the costs of issuance of such Bonds. The Bonds are limited, special obligations and will not constitute a debt of the State of Florida, Santa Rosa County, Escambia County, or other participating Counties or the Authority or other participating Housing Finance Authorities, but will be payable solely from payments made from the revenues generated from the Program.

**Section 6.** All resolutions or parts thereof of the Santa Rosa Board in conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.

**Section 7.** This Resolution shall take effect immediately upon its adoption.

Duly adopted in the regular session this 13<sup>th</sup> day of October, 2011.

**SANTA ROSA COUNTY, FLORIDA**

(SEAL)

By: \_\_\_\_\_  
Its: Chairman  
Board of County Commissioners

**ATTEST:**

By: \_\_\_\_\_  
Its: Clerk,  
Board of County Commissioners

**Exhibit A**

**FORM OF INTERLOCAL AGREEMENT**

## INTERLOCAL AGREEMENT

**THIS AGREEMENT** made and entered into this 1<sup>st</sup> day of October, 2011, by and between the **ESCAMBIA COUNTY HOUSING FINANCE AUTHORITY**, a public body corporate and politic organized and existing under the laws of the State of Florida (hereinafter referred to as the "Escambia Authority"), and **SANTA ROSA COUNTY, FLORIDA**, a political subdivision of the State of Florida (hereinafter referred to as the "Participating County");

### WITNESSETH:

**WHEREAS**, Chapter 159, Part IV, Florida Statutes, (the "Act") authorizes the creation of housing finance authorities within the State of Florida (the "State") for the purpose of issuing revenue bonds to assist in relieving the shortage of housing available at prices or rentals which many persons and families can afford; and

**WHEREAS**, the Escambia Authority by a resolution duly adopted on March 8, 2011 (the "Enabling Resolution"), as amended and supplemented, authorized a plan of finance, as permitted by Section 5f.103-2(f)(3) of the Regulations under the Internal Revenue Code of 1986, as amended, (the "Plan") for the issuance of not exceeding \$150,000,000 Single Family Mortgage Revenue Bonds (Multi-County Program) (the "Bonds" or the "Escambia Bonds") in multiple series (the "Program"); and

**WHEREAS**, the Escambia Authority has indicated that, pursuant to the Plan, it expects to issue the Bonds from time to time with such particular Series designations as shall be appropriate in an aggregate principal amount not exceeding \$150,000,000, exclusive of any amounts required for refunding purposes; and

**WHEREAS**, pursuant to Sections 143 and 146 of the Internal Revenue Code of 1986, as amended (the "Code"), the amount of mortgage revenue bonds which may be issued in each year is limited by a private activity volume cap which has been established for such purpose within the State; and

**WHEREAS**, the limitations upon available portions of the private activity volume cap prevents the separate issuance of qualified mortgage revenue bonds for each county from being feasibly and economically accomplished; and

**WHEREAS**, the Escambia Authority has authorized a sufficient amount of Escambia Bonds to fund, refund or refinance outstanding obligations, the proceeds of which will be used to finance a portion of the anticipated demand during the proposed Origination Period for single family mortgages ("Mortgage Loans") of both Escambia County and the Participating County, as well as certain other counties which may also participate in joint bond programs; and

**WHEREAS**, the aggregation of mortgage loan demand and the securing of the related amount of the cumulative State private activity volume cap (the "Allocation Amounts") granted by the State through 2014 (the "Authorization Period") for the purpose of issuing qualified mortgage revenue bonds to finance qualifying single family residences to be occupied primarily by first-time home buyers will result in a wider allocation of fixed expenses and certain other economies of scale; and

**WHEREAS**, unless such economies are realized, the issuance of mortgage revenue bonds for such purpose would be less economical, resulting in higher mortgage costs to mortgagors; and

**WHEREAS**, because the restrictions attendant to qualified mortgage revenue bonds under the Code limits the availability of mortgage funds for many eligible persons (within the meaning of the Act), the Escambia Authority may also issue taxable mortgage revenue bonds to increase the amount available for Mortgage Loans and to reduce or ameliorate such restrictions upon eligible persons; and

**WHEREAS**, Sections 159.603 and 159.604, Florida Statutes, authorize the Participating County to approve the issuance of mortgage revenue bonds through the Escambia Authority to alleviate the shortage of affordable housing within the Participating County, which approval has been granted by a resolution of the Board of County Commissioners of the Participating County adopted on October 13, 2011 (the "County Resolution"); and

**WHEREAS**, Sections 163.01, 159.608 and 125.01, Florida Statutes, and the County Resolution authorize this Agreement by conferring the authority to exercise or contract by agreement upon the Escambia Authority to exercise those powers which are common to it and the other parties hereto and to include the Participating County within the Escambia Authority's area of operation pursuant to Florida Statutes, Section 159.603(1) for the purpose of issuing mortgage revenue bonds in one or more series from time to time, as qualified mortgage bonds based on the Allocation Amounts or as taxable mortgage revenue bonds which require no bond volume allocation, to (i) make available funds to finance single family housing developments located within the Participating County in accordance herewith, (ii) establish the reserves therefor, and (iii) pay the costs of issuance thereof.

**NOW THEREFORE**, the parties agree as follows:

**Section 1. Allocation Amounts; Substitution of Bonds.**

The Participating County hereby authorizes the Escambia Authority to issue, reissue, remarket or refund Single Family Mortgage Revenue Bonds in multiple series from time to time based on the available Allocation Amounts through the Authorization Period, or based upon the need for Mortgage Loans funded in whole or in part from taxable Bonds which require no bond volume allocation, for the purpose of financing the Program and making funds available for single family housing developments in the Participating County to the full extent permitted by the Act. Any Escambia Bonds issued, reissued, remarketed or refunded for such purposes in the Participating County are hereby deemed to be in full substitution for an equivalent principal

amount of the Participating County's bonds that could have been issued for such purpose. The Participating County hereby authorizes the Escambia Authority to utilize the Participating County's Allocation Amounts on behalf of the Participating County as part of its Plan for the purpose of financing the Program, including, among other things, financing of qualifying single family mortgages in the Participating County, and the Escambia Authority is hereby designated as the bond issuing authority for the Participating County during the Authorization Period with respect to all Allocation Amounts. The proceeds of the Escambia Bonds shall be allocated and applied to the funding or refinancing of obligations, the proceeds of which will be used for the funding of Mortgage Loans within the various Participating Counties and for reserves and the payment of costs of issuing the Escambia Bonds, all in accordance with final Program documents approved by the Escambia Authority. All revenues generated by bonds issued pursuant to this Agreement and by the use of the proceeds thereof, will be administered by the Escambia Authority, or its agents, and all payments due from such revenues shall be paid by the Escambia Authority, or its agents, without further action by the Participating County.

## **Section 2. Administration.**

The Escambia Authority hereby assumes responsibility for administering this Agreement by and through its employees, agents and officers; provided, however, that the Participating County retains and reserves its right and obligation to require reasonable reporting on programs designed for and operated within the Participating County, including, but not limited to, reasonably available mortgagor or profile data. The Escambia Authority and its agents shall provide the Participating County with such reports as may be necessary to account for funds generated by this Agreement.

The Escambia Authority shall have full authority and responsibility to negotiate, define, validate, market, sell, issue, reissue, deliver, refund or remarket its Escambia Bonds in amounts based upon mortgage loan demand and maximum available Allocation Amounts, to the extent permitted by law to finance the Program for single family housing developments in the Participating County; and to take such other action as may be necessary or convenient to accomplish such purpose. Each Participating County may apply for the full Allocation Amount available for such Participating County. It is agreed that the initial regional Allocation Amounts for the Escambia Bonds in the Participating County and other Participating Counties located within the same bond volume allocation region under Section 159.804, Florida Statutes, shall be allocated ratably between Santa Rosa County and such other Participating Counties within such region based upon lender demand through June 15 of each year.

The issuance and administration costs and expenses related to the Escambia Bonds issued to finance the Program and administration of such Program shall be paid from proceeds of the Escambia Bonds and revenues generated from the Program or other sources available to the Escambia Authority.

## **Section 3. Program Parameters.**

(A) Upon request of the Escambia Authority, the Participating County shall, to the extent permitted by law, (i) approve, establish, and update, from time to time as necessary, upon

the request of the Escambia Authority, such Program parameters including, but not limited to, maximum housing price and maximum adjusted family income for eligible borrowers, as may be required for any bonds issued by the Escambia Authority pursuant to this Agreement and (ii) approve the allocation of Mortgage Loan moneys for each lending institution offering to originate Mortgage Loans within the Participating County. Unless otherwise notified in writing by the Participating County, the Escambia Authority may from time to time approve and establish such maximum price and family income amounts at the maximum levels provided pursuant to the Code or the Act without further action of the Participating County.

(B) The fees and expenses of the Participating County shall be paid from the proceeds of the Program in the manner and to the extent mutually agreed upon by the officials of the Participating County and the Escambia Authority at or prior to issuance of the Escambia Bonds.

#### **Section 4. Term.**

This Agreement will remain in full force and effect from the date of its execution until such time as it is terminated by any party upon ten (10) days written notice to the other party hereto. Notwithstanding the foregoing, it is agreed that this Agreement may not be terminated by the Participating County during the Authorization Period, or by any party during any period that the Escambia Bonds issued pursuant to the terms hereof remain outstanding, or during any period in which the proceeds of such Escambia Bonds (or investments acquired through such proceeds) are still in the possession of the Escambia Authority, or its agents, pending distribution, unless either (i) the parties to this Agreement mutually agree in writing to the terms of such termination or (ii) such termination, by its terms, only applies prospectively to the authorization to issue Escambia Bonds for which no Allocation Amount has been obtained or used by the Escambia Authority and for which no purchase contract has been entered into. It is further agreed that in the event of termination the parties to this Agreement will provide continuing cooperation to each other in fulfilling the obligations associated with the issuance of Bonds pursuant to this Agreement.

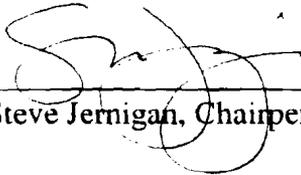
#### **Section 5. Indemnity.**

To the full extent permitted by law, the Escambia Authority agrees to hold the Participating County harmless from any and all liability for repayment of principal of and interest or penalty on the Escambia Bonds issued pursuant to this Agreement, and the members, officials, employees and agents of the Participating County harmless from any and all liability in connection with the approval rendered pursuant to Sections 159.603 and 159.604, Florida Statutes. The Escambia Authority agrees that any offering, circular or official statement approved by and used in marketing the Escambia Bonds will include a statement to the effect that Bond owners may not look to the Participating County or its respective members, officials, employees and agents for payment of the Escambia Bonds and interest or premium thereon.

IN WITNESS WHEREOF, the parties to this Agreement have caused their names to be affixed hereto by the proper officers thereof as of the date first above written.



**ESCAMBIA COUNTY HOUSING  
FINANCE AUTHORITY**

By:   
Steve Jernigan, Chairperson

By:   
Sandra J. Ward, Secretary

**SANTA ROSA COUNTY, FLORIDA**

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

(SEAL)

**ATTEST:**

By: \_\_\_\_\_  
Its: Clerk

The undersigned Clerk of the Circuit Court for Santa Rosa County, Florida, does hereby certify that the foregoing is a true and complete original of the Interlocal Agreement executed by the Chairman and Clerk as of \_\_\_\_\_, 2011.

Date: \_\_\_\_\_, 2011

**SANTA ROSA COUNTY, FLORIDA**

By: \_\_\_\_\_  
Its: Clerk

(SEAL)

## **NOTICE OF PUBLIC HEARING**

For the purpose of Section 147(f) of the Internal Revenue Code of 1986, as amended, notice is hereby given that the Board of County Commissioners of Santa Rosa County, Florida (the "Board"), will conduct a public hearing on Thursday, October 13, 2011 at 9:30 a.m. or as soon thereafter as practicable, in the Board of County Commissioners meeting room, located at 6495 Caroline Street, Milton, Florida 32570, to consider the approval of a plan of finance to provide capital including the issuance from time to time by the Escambia County Housing Finance Authority (the "Authority"), on behalf of Santa Rosa County and other participating counties, of not exceeding \$150,000,000 Single Family Mortgage Revenue Bonds in multiple series from time to time.

The proceeds of such bonds together with funds from other sources available to the Authority, will be used to finance, or refund outstanding obligations, the proceeds of which will be used to finance the purchase of single family residences to be occupied primarily by first-time home buyers of moderate, middle or lesser income within Santa Rosa County, Florida and various other counties in the State of Florida.

The bonds and interest thereon shall not constitute a debt or indebtedness of the Authority within the meaning of any provisions or limitations of the statutes or Constitution of the State of Florida, Santa Rosa County, Florida, or other participating counties or housing finance authorities, but will be payable solely from payments made from the revenues generated from the housing program.

All persons are advised that, if they decide to appeal any decision made at this public hearing, they will need a record of the proceedings, and for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

At the time and place fixed for said public hearing persons who appear will be given an opportunity to express their views for or against the proposal to issue said bonds, and any written comments received by the Clerk of the Circuit Court, ex-officio clerk to the Board will be considered.

The Public Hearing is being conducted in a handicapped accessible location. Any handicapped person requiring an interpreter for the hearing impaired or visually impaired should contact the Santa Rosa County Administrator's Office by October 6, 2011, and an interpreter will be provided. Any non-English speaking person wishing to attend the public hearing should contact the Santa Rosa County Administrator's Office by October 6, 2011, and a language interpreter will be provided. To access a telecommunications Device for Deaf Persons (TDD), please call 1-800-955-8770.

Chairman, Board of County Commissioners  
Santa Rosa County, Florida



**SANTA ROSA COUNTY ENGINEERING**  
**SANTA ROSA COUNTY, FLORIDA**  
**6051 OLD BAGDAD HWY., STE. 300**  
**MILTON, FLORIDA 32583**  
[www.santarosa.fl.gov](http://www.santarosa.fl.gov)

Preliminary  
Engineers Report  
October 10 2011

Roger A. Blaylock, P.E.  
Santa Rosa County Engineer

This is a Preliminary check list

The items listed below may be on the agenda for meeting of Board of County Commissioners of Santa Rosa County, Florida, for October 13, 2011 at 9:00 a.m. in Milton, Florida..

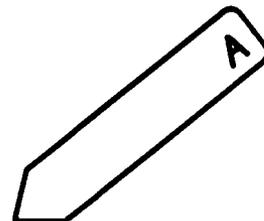
1. Discussion of DRMP's proposal of \$30,163.33 for CEI services, for the Harrison Ave HMGP project. (Attachment A)
2. Recommend approval of Final Plat for Summerset Estates 1<sup>st</sup> Addition, a 62 lot subdivision of a portion of Section(s) 20, 21, 28 & 29, Township 2 South, Range 27 West, Santa Rosa County, Florida. (Working District 5)

Location: 6 miles, more or less, West on U.S. 98 from Highway 87, after Fuller Road and before Conover Cove, property on the South side of U.S. 98.

3. Recommend approval of Paved Road and Drainage Maintenance for Windward Cove, a 24 lot subdivision of a portion of Section 31, Township 2 South, Range 28 West, Santa Rosa County, Florida. (Working District 5)

Location: ½ mile, more or less, West on Highway 98 (Gulf Breeze Parkway) from College Parkway to Oriole Beach Road South, property is located on the West side of Oriole Beach Road.

Windward Cove Court 640 LF±



**Principals**

Wayne D. Chailfoux  
Donaldson K. Barton, Jr.  
Lucius J. Cushman, Jr.  
Jon S. Meadows  
Lawrence L. Smith, Jr.  
William T. Stone

August 10, 2011

DRMP Job # 07-0077.003

Michael W. Schmidt, P.E.  
Assistant County Engineer  
Santa Rosa County Engineering  
6051 Old Bagdad Hwy, Suite 300  
Milton, FL 32583

**Subject: Harrison Avenue Drainage Project  
Santa Rosa County, Florida**

Dear Mr. Schmidt:

Thank you for considering Dyer, Riddle, Mills & Precourt, Inc. (DRMP) to provide bidding assistance and construction observation as part of the above-referenced project. Below please find the Scope of Services.

### SCOPE OF SERVICES

#### EXHIBIT 1 SCOPE OF SERVICES

This scope involves engineering services for bidding assistance and construction observation and contract maintenance associated with the Harrison Avenue Drainage project. Please refer to the following sections and Attachment "A" for descriptions of each task included under this scope of services.

#### Task 1 Bidding Assistance

This task involves the following:

- Responding to contractor request for additional information (RFI's) during bidding and issuance of addenda as needed.
- The preparation for and attendance of one pre-bid meeting and one bid opening.
- Review bids in spreadsheet format and make recommendation for award.

#### Task 2 Public Notifications

This task involves the following:

- Preparing mailing list for County review.
- Prepare property owner and public official's letters.
- Prepare mailout.

#### Task 3 Construction Observation and Contract Administration

This task involves the following:

- Periodic Construction observation (two per month for eight months).

941 Lake Baldwin Lane  
Orlando, Florida 32814  
Phone: 407.896.0694  
Fax: 407.896.4836

Boca Raton, Florida  
Charlotte, North Carolina  
Chipley, Florida  
Columbia, South Carolina  
DeLand, Florida  
Ft. Myers, Florida  
Gainesville, Florida  
Jacksonville, Florida  
Lakeland, Florida  
Panama City Beach, Florida  
Pensacola, Florida  
Tallahassee, Florida  
Tampa, Florida

1.800.375.3767  
www.drmp.com

- Prepare for and attend Preconstruction conference.
- Respond to contractor RFI's during construction.
- Shop drawing submittal reviews. (Five submittals)
- Pay request reviews (Eight reviews).
- Review contractor's NPDES permit prior to submittal.
- Prepare record drawings from contractor submitted as-builts.
- Project certification.
- Assist County Grants Coordinator with quarterly reports and close out.

**EXHIBIT 2 ADDITIONAL SITE VISITS**

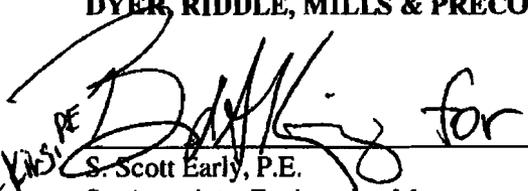
This task shall include additional site visits and correspondence required to assist in the successful completion of the project. Services shall include determination and verification of unsuitable materials, site visits required to address unforeseen conditions, multiple punch list visits, assistance to County Staff to coordinate with local property owners (in addition to that outlined above in Task 2). Invoice for this task shall be on a Limiting Amount Basis, not to exceed \$10,000 based on rates attached in Exhibit A. No invoice for this task shall occur without written authorization from the County.

**EXHIBIT 3 COMPENSATION**

Compensation for services performed under this authorization shall be on Lump Sum basis as described in this proposal in the amount of \$20,163.33 new encumbered fees in addition to the \$2,872.52 remaining compensation that has been previously authorized. Total compensation authorized shall be \$30,163.33 of which \$10,000.00 shall only be invoiced as needed with authorization from County Staff.

Should you have any questions or wish to discuss this matter further, please do not hesitate to call me. DRMP greatly appreciates the opportunity to be of service to Santa Rosa County on this project.

**DYER, RIDDLE, MILLS & PRECOURT, INC.**

*Brought this PE for*  
  
 S. Scott Early, P.E. for 8-11-11  
 Sr. Associate, Engineering Manager Date

\_\_\_\_\_  
 Lane Lynchard, Chairman Date

**Santa Rosa County Commission**

**ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT**

Name of Project: Harrison Avenue Drainage  
 County: Santa Rosa  
 FPN: 07-0077.000  
 FAP No.:

Consultant Name: DRMP, Inc.  
 Consultant No.:  
 Date: 8/11/2011  
 Estimator: JSC

Staff Classification	Hours From "SH Summary - Firm"	Sr. Project Manager	Sr. Project Engineer	Project Engineer	Engineer Intern	CADD/Tech	Inspection Manager	Sr. Inspector	Inspector	Secretarial Support	0	0	0	SH By Activity	Salary Cost By Activity	Average Rate Per Task
3.1 Bidding Assistance	50	3	3	8	8	10	5	5	8	3	0	0	0	53	\$4,897	\$94.28
3.2 Public Notifications	28	1	1	4	4	6	3	3	4	1	0	0	0	27	\$2,495	\$92.41
3.3 Const Observation & Contract Maintenance	168	8	8	25	25	34	17	17	25	8	0	0	0	167	\$15,806	\$93.45
<b>Total Staff Hours</b>	<b>246</b>	<b>12</b>	<b>12</b>	<b>37</b>	<b>37</b>	<b>50</b>	<b>25</b>	<b>25</b>	<b>37</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>247</b>		
<b>Total Staff Cost</b>		<b>\$2,340.00</b>	<b>\$1,560.00</b>	<b>\$4,070.00</b>	<b>\$3,034.00</b>	<b>\$3,750.00</b>	<b>\$3,375.00</b>	<b>\$2,000.00</b>	<b>\$2,405.00</b>	<b>\$584.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$23,098.00</b>	<b>\$93.51</b>

Check = \$23,098.00

Survey Field Days by Subconsultant  
 4 - Person Crew:

16

**Notes:**

- This sheet to be used by Prime Consultant to calculate the Grand Total fee.
- Manually enter fee from a 5 4 Assumes five shop drawing review.  
8

<b>SALARY RELATED COSTS:</b>		\$23,098.00
OVERHEAD:	0%	\$0.00
OPERATING MARGIN:	0%	\$0.00
FCCM (Facilities Capital Cost Money):	0.00%	\$0.00
EXPENSES:	0.50%	\$577.45
Survey (Field - If by Prime)	#REF!	\$0.00
	4-man crew days @ 5 / day	
<b>SUBTOTAL ESTIMATED FEE:</b>		<b>\$23,675.45</b>
<b>SUBTOTAL ESTIMATED FEE:</b>		<b>\$23,675.45</b>
Geotechnical Field and Lab Testing		\$0.00
<b>SUBTOTAL ESTIMATED FEE:</b>		<b>\$23,675.45</b>
Optional Services		\$10,000.00
<b>GRAND TOTAL ESTIMATED FEE EXHIBIT 1:</b>		<b>\$33,675.45</b>

**Exhibit "A"**  
**Hourly Rate Schedule**  
Effective November 18, 2010

<b>Administrative/Office Support</b>		<b>Expert Witness</b>	
Secretarial Support	\$47.00	Expert Witness Research	\$145.00
Administrative Support I	\$60.00	Expert Witness Testimony	\$250.00
Administrative Support II	\$70.00	<b>Survey</b>	
Senior Administrative Support	\$95.00	2-Man Survey Crew	\$105.00
Administrative Department Manager	\$115.00	3-Man Survey Crew	\$135.00
Reproduction Support	\$50.00	4-Man Survey Crew	\$170.00
Information Systems	\$95.00	5-Man Survey Crew	\$200.00
CADD/Computer Time	\$24.00	1-Man Robotic/GPS Crew	\$105.00
<b>Graphic Design</b>		2-Man Robotic/GPS Crew	\$135.00
Graphic Designer I	\$55.00	Surveyor in Training / Technician I	\$55.00
Graphic Designer II	\$75.00	Surveyor in Training / Technician II	\$65.00
Graphic Designer III	\$120.00	Surveyor in Training / Technician III	\$75.00
<b>Technical Writing</b>		Surveyor in Training / Technician IV	\$85.00
Technical Writer I	\$47.00	Surveyor in Training / Technician V	\$95.00
Technical Writer II	\$65.00	Professional Surveyor & Mapper I	\$90.00
Technical Writer III	\$85.00	Professional Surveyor & Mapper II	\$105.00
<b>Public Relations</b>		Professional Surveyor & Mapper III	\$120.00
Public Relations I	\$68.00	Professional Surveyor & Mapper IV	\$135.00
Public Relations II	\$85.00	Professional Surveyor & Mapper V	\$160.00
<b>Engineering</b>		<b>Subsurface Utility</b>	
Engineering Technician I	\$50.00	1-Man Utility Designate/Locate Crew	\$85.00
Engineering Technician II	\$55.00	2-Man Utility Designate/Locate Crew	\$120.00
Engineering Technician III	\$62.00	3-Man Vacuum Excavation S.U.E. Crew	\$150.00
Engineering Technician IV	\$65.00	4-Man Vacuum Excavation S.U.E. Crew	\$180.00
Engineering Technician V	\$75.00	S.U.E. Project Manager	\$100.00
Engineering Technician VI	\$85.00	Utility Locate Technician	\$60.00
Engineer I	\$70.00	<b>Planning</b>	
Engineer II	\$80.00	Planning Technician	\$55.00
Engineer III	\$85.00	Planner I	\$65.00
Engineer IV	\$90.00	Planner II	\$75.00
Engineer V (P.E.)	\$105.00	Planner III	\$80.00
Engineer VI (P.E.)	\$115.00	Senior Planner I	\$90.00
Engineer VII (P.E.)	\$120.00	Senior Planner II	\$125.00
Engineer VIII (P.E.)	\$130.00	Lead Planner	\$125.00
<b>CEI</b>		Planning Manager	\$145.00
Inspector I	\$45.00	Designer I	\$80.00
Inspector II	\$65.00	Designer II	\$90.00
Inspector III	\$75.00	Designer III	\$95.00
Senior Inspector I	\$80.00	Designer IV	\$105.00
Senior Inspector II	\$90.00	<b>Management</b>	
Project Admin/CSS	\$90.00	Project Manager I	\$95.00
Inspection Manager	\$135.00	Project Manager II	\$100.00
Senior Project Administrator	\$150.00	Project Manager III	\$110.00
Resident Engineer	\$155.00	Senior Project Manager I	\$135.00
<b>GIS</b>		Senior Project Manager II	\$145.00
GIS Technician	\$55.00	Senior Project Manager III	\$160.00
GIS Analyst	\$80.00	Senior Project Manager IV	\$180.00
<b>Environmental</b>		Department Managers (Eng. Eco. PLS)	\$185.00
Environmental Scientist I	\$65.00	Division Managers (Eng. Eco. PLS)	\$195.00
Environmental Scientist II	\$80.00	Principals	\$250.00
Environmental Scientist III	\$95.00		
Senior Ecologist	\$120.00		

All hourly rates and fees quoted in this AGREEMENT shall be effective for a period of twelve (12) months after the CLIENT'S execution of this AGREEMENT, after which time there will be a 3% increase annually from the Notice to Proceed date. INITIAL \_\_\_\_\_

## AGENDA

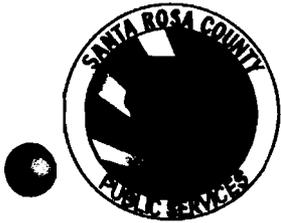
Santa Rosa County  
Public Services Committee  
Meeting, October 10, 2011, 9:00 A.M.

### EMERGENCY MANAGEMENT

1. Recommend CERT grant agreement in the amount of \$5,400.00 and authorize Chairman to sign all related documents. There is no match required.
2. Discussion of lease agreement with East Milton Waster System, Inc. for installation of intergovernmental communication equipment at 8175 South Airport Rd. and 6007 Miller Bluff Rd. and authorization for Chairman to sign related documents.

### PLANNING & ZONING

3. Recommend approval of educational brochure and authorize staff to proceed with the printing and distribution to the residents and businesses located in the Wellfield Protection project area.
4. Recommend approval of the Neighborhood Stabilization Program revised budget for close-out and authorization for Chairman to sign related documents.



# Department of Public Services

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



**Tony Gomillion, Director**

To: Santa Rosa County Board of County Commissioners  
From: Sheryl Bracewell, Director, Emergency Management  
Through: Tony Gomillion, Director, Public Services  
Re: Modification to CERT Agreement  
Date: October 13, 2011

Emergency Management

## RECOMMENDATION

Recommend that the Board of County Commissioners accept a modification to the CERT Agreement Grant No. 11CI-A6-01-67-01-408 in the amount of five thousand four hundred dollars (\$5,400) and authorize the Chairman to sign all related documentation. There is no match requirement for these funds.

## BACKGROUND

These funds were originally awarded directly to the Pace CERT Team. However, the Pace CERT Team was not qualified as an entity to receive the grant funds at that time. The modification will move the funds to Santa Rosa County and increase our award to twelve thousand one hundred fifty dollars (\$12,150). The original agreements were approved at the regular meeting held January 13, 2011. The funding for this agreement is provided by the Florida Division of Emergency Management and will expire April 2013.

## COMPLETION

The project 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**  
John T. Tolbert  
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 Faulkenberry  
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

**"One Team, One Goal, One Mission"**



# Department of Public Services

Santa Rosa County, Florida  
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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: Lease Agreement – East Milton Water System, Inc.  
Date: October 13, 2011

## DISCUSSION

Discussion of lease agreement between East Milton Water System, Inc. and Santa Rosa County Sheriff's Office and the Board of County Commissioners for the use of portable building space and mounted communication equipment at 8175 South Airport Rd. and 6007 Miller Bluff Rd. Lease option will be for a period of one year and will automatically renew each year unless altered by consent of all parties.

## BACKGROUND

A new lease is needed for the continued use of said properties due to the installation of intergovernmental communication equipment to be shared by BOCC departments and the Santa Rosa County Sheriff's Department. A copy of the proposed agreement is attached.

## COMPLETION

A copy of the agreement has been reviewed by the County Attorney. DEM staff will monitor the process through completion.

**Animal Services**  
Dominic Persichini  
Director

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

**Building Inspections &  
Code Compliance**  
John T. Tolbert  
Building Official

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

**Emergency Management**  
Sheryl Bracewell  
Director

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

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

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

**Veterans Services**  
Karen Haworth  
Director

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

**"One Team, One Goal, One Mission"**

## **INTERGOVERNMENTAL COMMUNICATION ANTENNAS MOUNTING AND PORTABLE BUILDING SPACE LEASE**

This Intergovernmental Communication Antennas Mounting and Portable Building Space Lease (Lease) is made by and between East Milton Water System, Inc. , whose address is 8175 South Airport Road, Milton, Florida (Lessor), and Santa Rosa Sheriff's Office whose address is 5755 East Milton Road, Milton Florida and the Board of County Commissioners, whose address is 6495 Caroline St. Suite M, Milton Florida (Joint Lessees).

WHEREAS, Joint Lessees have installed communications antennas and portable buildings on the land, water towers and tanks, (henceforth Properties) owned by Lessor located at 8419 Randy Brown Road, Milton, Florida and 6007 Miller Bluff Road, Milton, Florida, and

WHEREAS, the Lease Agreement dated July 1, 2003 has expired and a new Lease is needed for the continuation of the use of said property by Joint Lessees, and

WHEREAS, Joint Lessees need for the use of said Properties continues, and

WHEREAS Lessor wishes to provide said Properties for the use of Joint Lessees,

NOW THEREFORE in consideration of the mutual covenants and conditions set forth in this Lease, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows.

1. **PREMISES:** Lessor owns the above referenced Properties located at 8419 Randy Brown Road and 6007 Miller Bluff Road. Lessor agrees to lease said Properties to Joint Lessees for installation of equipment, including portable buildings, communications antennas, and electrical, to include the right to install maintain, operate, repair, and remove equipment as needed. Lessor agrees to monitor the use of Joint Lessees electric for a period of six months, at which time Lessor will determine the amount to be charged to Joint Lessees.
2. **TERM:** The term of this Lease shall be for a period of one (1) year and begins on the date of the last party to sign. The Lease shall automatically renew each year unless altered by consent of all parties.
3. **USE OF PREMISES:** Joint Lessees agree to use the Properties solely for the purposes stated in this Lease and agree to maintain the sites of Properties. Joint Lessees further agree that their use of the Properties will not in any way interfere with the operations of Lessor's operations.

Joint Lessees use of Properties must be in accordance with current relevant standards set forth in federal, state and local laws and ordinances, rules or regulations. All compliance fees and costs directly attributable to Joint Lessees use of Properties shall be the responsibility of the Joint Lessees, who agree to promptly and completely correct any violation of said law, ordinance, rule or regulation, as related to any equipment installed on Properties.

Joint Lessees agree to obtain approval from Lessor as pertains to the size, method of installation and type of any additional antennas to be used on Properties.

Joint Lessees are permitted access to the Properties as necessary for installation, operation, maintenance, repair and removal of any equipment. Joint Lessees further agree to ensure that all hardware used to attach equipment to tower will be stainless steel and will conform to Lessor's standards.

Joint Lessees will promptly remove any equipment necessary for the purpose of maintenance by the Lessor on said Properties.

4. **LIABILITY AND INDEMNITY:** Lessor is not liable to Joint Lessees or their agents for damages or injury from any cause attributed to the Joint Lessee's use of the Properties, except those damages or injury attributable to Lessor's, or Lessor's agents or employees negligence. Joint Lessees are solely responsible for damages and claims which may arise from installation, operation, maintenance, repair or removal of the Properties, including, without limitation, damage to Properties to the extent allowed by Florida Law.
5. **TERMINATION:** If Joint Lessees discontinues the use of the Properties during the term of this Lease for thirty (30) days or more, then the Lease will automatically terminate sixty (60) days from the date of the initial discontinuation of the Properties. Either Joint Lessee may terminate this lease upon sixty (60) days written notice to Lessor.

Lessor may terminate the Lease upon sixty (60) days written notice to Joint Lessees if:

- (A) Lessor discontinues use of Properties
- (B) Properties or structures thereon are destroyed
- (C) Lessor determines in good faith that the equipment installed is a hazard to persons or property.

If any party wishes not to renew the Lease for any reason, then that party must provide written notice of termination to the other parties at least thirty (30) days in advance of the renewal date.

Upon termination of Lease, all equipment must be promptly removed at the sole risk and expense of the party terminating the Lease.

6. **NOTICES:** All notices and demands related to this Lease will be sent by registered mail, return receipt requested, to the following addresses:

**LESSOR:**  
David Phillips, President  
East Milton Water System  
8175 South Airport Road  
Milton, Florida 32583

**LESSEE:**  
Wendell Hall, Sheriff  
Santa Rosa Sheriff's Office  
5755 East Milton Road  
Milton, Florida 32583

**LESSEE:**  
Lane Lynchard, Chairman  
Board of County Commission  
6495 Caroline St. Suite M  
Milton, Florida 32583

7. **GOVERNING LAW AND ATTORNEY FEES:** This Lease is governed by the laws of the State of Florida, and any legal action to enforce the terms and conditions of the Lease must be filed in the courts of Santa Rosa County, Florida. Each party will bear its own attorney's fees and costs in the event of litigation.

**WHEREUPON**, the undersigned, as duly authorized by their employing agencies, have entered into this Intergovernmental Communication Antennas Mounting and Portable Building Space Lease on the date indicated.

LESSOR:

\_\_\_\_\_/\_\_\_\_\_  
Signature date  
David Phillips, President  
East Milton Water System  
8175 South Airport Road  
Milton, Florida 32583

STATE OF FLORIDA )  
COUNTY OF SANTA ROSA )  
**BEFORE ME**, the undersigned authority,  
on this the \_\_\_ day of \_\_\_\_\_, 2011  
personally appeared **David Phillips**;  
\_\_known to me\_\_ (or having provided to me  
identification as the basis of satisfactory  
evidence) to be the person whose name is  
subscribed on the foregoing document

SEAL  
Signature \_\_\_\_\_  
Affiant \_\_known \_\_unknown:  
I.D. produced \_\_\_\_\_

LESSEE:

\_\_\_\_\_/\_\_\_\_\_  
Signature date  
Wendell Hall, Sheriff  
Santa Rosa Sheriff's Office  
5755 East Milton Road  
Milton, Florida 32583

STATE OF FLORIDA )  
COUNTY OF SANTA ROSA )  
on this the \_\_\_ day of \_\_\_\_\_, 2011  
personally appeared **Wendell Hall**;  
\_\_known to me\_\_ (or having provided to me  
identification as the basis of satisfactory  
evidence) to be the person whose name is  
subscribed on the foregoing document

SEAL  
Signature \_\_\_\_\_  
Affiant \_\_known \_\_unknown:  
I.D. produced \_\_\_\_\_

LESSEE:

\_\_\_\_\_/\_\_\_\_\_  
Signature date  
Lane Lynchard, Chairman  
Board of County Commissioners  
6495 Caroline St. Suite M  
Milton, Florida 32583

STATE OF FLORIDA )  
COUNTY OF SANTA ROSA )  
on this the \_\_\_ day of \_\_\_\_\_, 2011  
personally appeared **Lane Lynchard**;  
identification as the basis of satisfactory  
evidence) to be the person whose name is  
subscribed on the foregoing document

SEAL  
Signature \_\_\_\_\_  
Affiant \_\_known \_\_unknown:  
I.D. produced \_\_\_\_\_



# Santa Rosa County Development Services



**Beckie Faulkenberry, AICP**  
Planning and Zoning Director

**Tony Gomillion**  
Public Service Director

**John T. "Tim" Tolbert**  
Building and Fire Official

Date: October 3, 2011

To: Board of County Commissioners

From: Paul Miller, Senior Planner

Thru: Beckie Cato, Planning Director  
Tony Gomillion, Public Services Director

Subject: Education Brochure for the Santa Rosa County Inland Potable Water Wellfield Protection Project

## Recommendation

Approval of the enclosed Educational Brochure and authorize staff to proceed with the printing and distribution of the Educational Brochure to the residents and businesses located in the Wellfield Protection project area.

## Background

The subject project is a citizen initiated, EPA grant funded project to create and distribute an educational brochure on ground water protection for the citizens and businesses located in the Inland Potable Water Wellfield Protection Area.

In February 2011, due to the lack of acceptable RFQ's, staff was authorized to prepare the subject educational brochure.

Staff, with the assistance of the Sustainable Santa Rosa Project Team, researched materials primarily from U.S. Environmental Protection Agency, Florida Department of Environmental Protection, U.S. Geological Survey, and the Northwest Florida Water Management District and prepared the enclosed brochure.

## Next Steps

If approved, Planning Staff will work with the County Public Information Officer to obtain printing and mailing of the brochure to the residents and businesses in the Wellfield Protection Area.

Planning & Zoning

# Where does our drinking water come from?



In Santa Rosa County, the sand and gravel aquifer provides about 75 percent of the water used for drinking water with the remaining 25 percent coming from the deeper Floridan Aquifer.

The sand and gravel aquifer is a shallow and leaky aquifer system. Rain recharges the aquifer. If surface or near surface contaminants are present they will flow down through the sand and gravel with the rain water to the drinking water production zone.

Cleaning up contamination is difficult, very expensive and often impossible. Preventing contamination before it occurs is the best solution to protect groundwater the source of our drinking water.

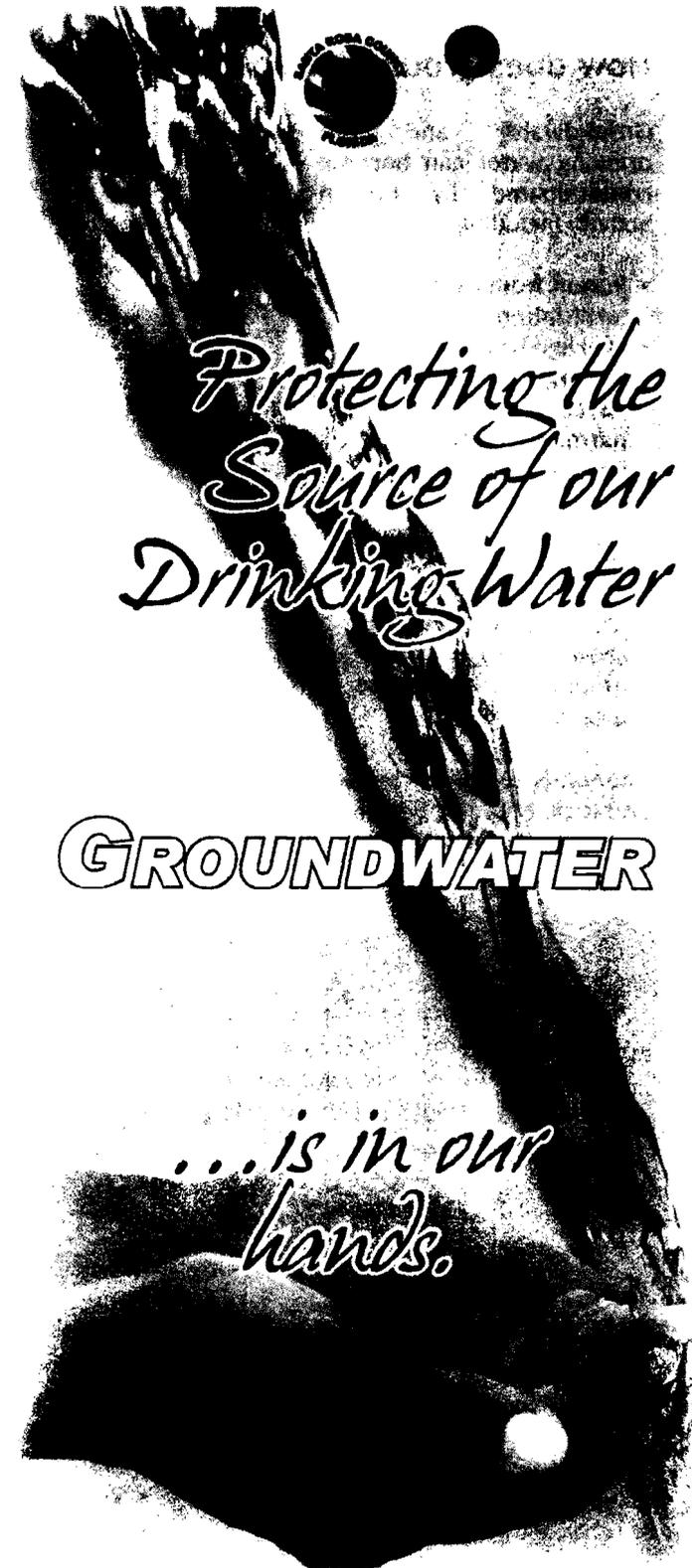
## Drinking water contamination can be prevented!

We all have the responsibility to protect groundwater by making sure all potential contaminants under our control are kept away from groundwater. By making small changes in our lifestyles, we can ensure that we will have safe drinking water now and for future generations.

*Cover photos by Hilde Vanstraelen & Marcos Santos*

Santa Rosa County  
Community Planning, Zoning & Development Division  
6051 Old Bagdad Hwy., Ste. 201  
Milton, FL 32583

U.S. POSTAGE  
PAID  
MILTON, FL  
PERMIT NO. 15



*Protecting the  
Source of our  
Drinking Water*

**GROUNDWATER**

*...is in our  
hands.*



# Department of Public Services

Santa Rosa County, Florida  
6051 Old Bagdad Highway, Suite 202  
Milton, Florida 32583  
www.santarosa.fl.gov

Office: (850) 981-7040 Fax: (850) 623-1208



**Tony Gomillion, Director**

## MEMORANDUM

**TO:** Board of County Commissioners

**FROM:** Janice Boone  
Housing Program Manager *JBoone*

**THROUGH:** Beckie Cato, Director

**DATE:** October 3, 2011

**SUBJECT:** Neighborhood Stabilization Program (NSP)  
Sub-Grant Agreement Number 10DB-4X-01-67-01-F-21

### RECOMMENDATION:

Board approval of the following:

1. Revised Program Budget to facilitate program close-out.
2. Authorization of the Chairman to execute all forms, certifications and related documents as required for Modification #4 (Program Budget).

### BACKGROUND:

NSP Contract: \$2.4 Million

98.7% of funds are committed on Santa Rosa County projects.

The original objectives of the contract with DCA to serve 28 families has been met with \$29,878 remaining. Based upon the scope of the activities, increasing the Direct Homeownership Assistance is the most viable option. This will increase the number of families served to 29.

Very-low Income Rental Projects: 14

Direct Homeownership Assistance to Low and Moderate Income Families: 15

Animal Services  
Dominic Persichini  
Director

451 Pine Trees Road  
Milton, FL 32583  
850-983-7660

Building Inspections &  
Code Compliance  
John F. Tolbert  
Building Official

6051 Old Bagdad Highway, Suite 202  
Milton, FL 32583  
850-981-7060

Emergency Management  
Sheryl Bracewell  
Director

1499 Pine Trees Road  
Milton, FL 32583  
850-983-5360

Community Planning,  
Zoning & Development  
Rebecca Cato  
Director

6051 Old Bagdad Highway, Suite 202  
Milton, FL 32583  
850-981-7075

Veterans Services  
Karen Ellsworth  
Director

799 Columbia Street  
Milton, FL 32579  
850-626-8724

ATTACHMENT A  
Department of Community Affairs / Neighborhood Stabilization Program

(1) Local Government: SANTA ROSA COUNTY

(2) Contract Number: 10DB-4X-01-67-01-F 21

(4) Contract Start Date: 9/11/2009

(5) Current Contract Expiration Date: 9/11/2012

(6) Proposed Expiration Date: \_\_\_\_\_

(7) Form Prepared By: JANICE BOONE  
Name

850-981-7089 Telephone  
850-981-7099 Fax  
janiceb@santarosa.fl.gov Email

Please indicate if this amendment is a draft or final (fully executed) document? DRAFT \_\_\_ FINAL X

When using funds from the regular allocation (not NSPLI) to address affordable housing, whether rental or homeownership, for households at or below 50% AMI, enter the funds under the appropriate set-aside activity in italics below.

(8) Activity Number	(9) Activity Name	(10) DRGR Project Number (DCA use only)	(11) Current Budget	(12) Proposed Budget	(13) Housing Units for Homeownership				(14) Housing Units for Rental Housing				(15) Total Number of Housing Units to be Addressed (Column F + Column M)	(16) Total Properties for Land Banking	(17) Other Funds Contributed	(18) Source of Other Funds (explained in (19) below)	
					50% AMI and below	51%-80% AMI	81%-120% AMI	Total	50% AMI and below	51%-80% AMI	81%-120% AMI	Total					
01	Acquisition	1	\$0.00	\$0.00									0		\$0.00		
01	Acquisition - Land Bank	4	\$0.00	\$0.00									0		\$0.00		
02	Disposition Only	1	\$0.00	\$0.00									0		\$0.00		
02	Disposition - Land Bank	4	\$0.00	\$0.00									0		\$0.00		
04	Demolition of Vacant Dilapidated Structures	2	\$0.00	\$0.00									0		\$0.00		
05	Housing Counseling	3	\$2,500.00	\$2,500.00									0		\$0.00		
08	Temporary Relocation	1	\$0.00	\$0.00									0		\$0.00		
12	Housing Replacement	2	\$0.00	\$0.00									0		\$0.00		
13	Direct Homeownership Assistance	3	\$471,365.00	\$501,243.85		8	7	15					15		\$0.00		
14A	Housing Rehabilitation (SF)	1	\$0.00	\$0.00									0		\$0.00		
14B	Rehabilitation Multi Unit Residential	1	\$0.00	\$0.00									0		\$0.00		
21A	Program Administration	LA	\$160,800.00	\$160,800.00									0		\$0.00		
<b>TOTAL 51%-120% AMI</b>			<b>\$634,665.00</b>	<b>\$664,543.85</b>		<b>8</b>	<b>7</b>	<b>15</b>					<b>15</b>		<b>\$0.00</b>		
01	<i>Set-Aside Acquisition</i>	7	<i>\$1,590,000.00</i>	<i>\$1,576,444.15</i>						14			14		<i>\$0.00</i>		
02	<i>Set-Aside Disposition</i>	7	<i>\$0.00</i>	<i>\$0.00</i>									0		<i>\$0.00</i>		
08	<i>Set-Aside Temporary Relocation</i>	7	<i>\$0.00</i>	<i>\$0.00</i>									0		<i>\$0.00</i>		
14A	<i>Set-Aside Housing (SF) Rehabilitation</i>	7	<i>\$140,738.00</i>	<i>\$124,415.00</i>									0		<i>\$0.00</i>		
14B	<i>Set-Aside Rehabilitation Multi Unit Residential</i>	7	<i>\$0.00</i>	<i>\$0.00</i>									0		<i>\$0.00</i>		
<b>TOTAL 50% AMI OR BELOW</b>			<b>\$1,730,738.00</b>	<b>\$1,700,859.15</b>						<b>14</b>			<b>14</b>		<b>\$0.00</b>		
<b>TOTALS FOR ALL ACTIVITIES</b>			<b>\$2,365,403.00</b>	<b>\$2,365,403.00</b>	<b>0</b>	<b>8</b>	<b>7</b>	<b>15</b>		<b>14</b>	<b>0</b>	<b>0</b>	<b>14</b>	<b>29</b>	<b>0</b>	<b>\$0.00</b>	

(19) SOURCE OF OTHER FUNDS:

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_

(20) On a separate sheet of paper, please provide a brief narrative that describes the need for the change and any impact that the changes will have on the activity work plan.

(21) If this is a draft amendment, does it require approval by the local governing body? \_\_\_\_\_ If not, who will approve it? \_\_\_\_\_ and, on what date is it expected to be approved (executed)? \_\_\_\_\_ If it requires approval by the local governing body, has it been placed on the agenda for the next board meeting? Yes \_\_\_ No \_\_\_ Date that amendment is expected to be approved and executed: \_\_\_\_\_ BOCC

APPROVAL: 10/13/2011

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

Title: Chairman, BOCC

Date Approved: 10/13/2011

Effective Date 8/3/2010

AGENDA  
PUBLIC WORKS COMMITTEE

October 10, 2011

Chairman: Commissioner Salter

Vice Chairman: Commissioner Lynchard

1. Discussion of contract WS735, which will replace contract WS579, with the Florida Department of Corrections for one inmate work squad.

**CONTRACT BETWEEN**  
**THE FLORIDA DEPARTMENT OF CORRECTIONS**

**AND**

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

This Contract is between the Florida Department of Corrections ("Department") and Santa Rosa County, Board of County Commissioners ("Agency") which are the parties hereto.

**WITNESSETH**

WHEREAS, Section 944.10(7) and Section 946.40, Florida Statutes and Rules 33-601.201 and 33-601.202, Florida Administrative Code, provide for the use of inmate labor in work programs;

WHEREAS, inmate labor will be used for the purposes of providing services and performing work under the supervision of the Department's staff;

WHEREAS, Santa Rosa County, Board of County Commissioners is a qualified and willing participant with the Department to contract for an inmate work squad(s); and

WHEREAS, the parties hereto find it to be in their best interests to enter into this Contract, and in recognition of the mutual benefits and considerations set forth, the parties hereto covenant and agree as follows:

**I. CONTRACT TERM/RENEWAL**

**A. Contract Term**

This Contract shall begin on February 11, 2012 or the last date of signature by all parties, whichever is later.

This Contract shall end at midnight one (1) year(s) from the last date of signature by all parties or February 12, 2013, whichever is later. In the event this Contract is signed by the parties on different dates, the latter date shall control.

**B. Contract Renewal**

This Contract may be renewed, at the option of the Agency, for one (1) additional one (1) year period after the initial Contract period upon the same terms and conditions contained herein. The Contract renewal is at the Agency's initiative with the concurrence of the Department. The Agency, if it desires to renew this Contract, shall exercise its option no later than sixty (60) days prior to the Contract expiration.

II. SCOPE OF CONTRACT

A. Administrative Functions

1. Each party shall cooperate with the other in any litigation or claims against the other party as a result of unlawful acts committed by an inmate(s) performing services under this Contract between the parties.
2. Each party will retain responsibility for its personnel, and its fiscal and general administrative services to support this Contract.
3. Through their designated representatives, the parties shall collaborate on the development of policies and operational procedures for the effective management and operation of this Contract.

B. Description of Services

1. Responsibilities of the Department

- a. Pursuant to Chapter 33-601.202(2)(a), F.A.C., supervision of the work squad(s) will be provided by the Department. The Department shall provide one (1) Correctional Work Squad Officer position(s) to supervise an inmate work squad(s). This Contract provides for one (1) Work Squad(s) of up to ten (10) inmates.
- b. The Department shall ensure the availability of the work squad(s) except: when weather conditions are such that to check the squad(s) out would breach good security practices; when the absence of the Correctional Work Squad Officer is necessary for reasons of required participation in training or approved use of leave; when the Officer's presence is required at the institution to assist with an emergency situation; when the officer is ill; or when the Correctional Work Squad Officer position is vacant. In the event a position becomes vacant, the Department shall make every effort to fill the position(s) within five (5) working days.
- c. For security and other reasons, the Department shall keep physical custody of the vehicles, trailers, and all tools, equipment, supplies, materials and personal work items (gloves, boots, hard hats, etc.) furnished by the Agency. (The Department shall maintain an inventory of all property, expendable and non-expendable, provided by the Agency, which is in the care, custody, and control of the Department.) A hand receipt shall be signed by the Department's Work Squad Supervisor upon the issuance and return of non-expendable items.
- d. In the event of damage to property as a result of an accident charged to a Department employee or blatant acts of vandalism by inmates, or loss of tools and equipment, the Agency may request that the Department replace or repair to previous condition the damaged or lost property.
- e. The Department shall be reimbursed by the Agency for the Department's costs associated with this Contract in accordance with Addendum A.

Once the Agency reimburses the Department for the costs reflected on Addendum A, Section IV., these items will be placed on the Department's property records, as appropriate, and upon the end or termination of this Contract such items will be transferred to the Agency.

- f. The Department shall, to the maximum extent possible, maintain stability in the inmate work force assigned to the work squad on a day-to-day basis in order to maximize the effectiveness of the work squad.
- g. The Department shall provide food and drinks for inmates' lunches.
- h. The Department shall be responsible for the apprehension of an escapee and handling of problem inmates. The Department shall provide transportation from the work site to the correctional facility for inmates who refuse to work, become unable to work, or cause a disruption in the work schedule.
- i. The Department shall be responsible for administering all disciplinary action taken against an inmate for infractions committed while performing work under this Contract.
- j. The Department shall provide for medical treatment of ill or injured inmates and transportation of such inmates.
- k. The Department shall provide inmates with all personal items of clothing appropriate for the season of the year.
- l. The Department shall be responsible for driving the Correctional Work Squad Officer and the inmates to and from the work site.
- m. Both parties agree that the Department is making no representations as to the level of skills of the work squad.

2. Responsibilities of the Agency

- a. The Agency shall periodically provide the Department's Contract Manager with a schedule of work to be accomplished under the terms of this Contract. Deviation from the established schedule shall be reported to, and coordinated with, the Department.
- b. If required, the Agency shall obtain licenses or permits for the work to be performed. The Agency shall provide supervision and guidance for projects that require a permit or which require technical assistance to complete the project.
- c. The Agency shall ensure that all projects utilizing inmates are authorized projects of the municipality, city, county, governmental Agency, or non-profit organization and that private contractors employed by the Agency do not use inmates as any part of their labor force.

- d. The Agency shall retain ownership of any vehicles or equipment provided by the Agency for the work squad. The Agency shall maintain its own inventory of transportation, tools and equipment belonging to the Agency.
- e. The Agency shall provide vehicles for transportation of the work squads.

3. Communications Equipment

It is the intent of this Contract that the Work Squad have and maintain communication with the institution at all times. A method of communication (radios, cellular phone, etc.), shall be provided at no cost to the Department. The Agency shall provide a primary method of communication that shall be approved by the Contract Manager in writing prior to assignment of the work squad. Depending upon the method of communication provided, the Contract Manager may require a secondary or back-up method of communication.

All radio communication equipment owned or purchased by the Agency that is programmed to the Department's radio frequency and used by the work squad(s), whether purchased by the Department or the Agency, shall be IMMEDIATELY deprogrammed by the Department at no cost to the Agency upon the end or termination of this Contract. Under no circumstances shall the Agency accept the return of radio communications equipment provided to the Department under this Contract until such time as the radio communications equipment has been deprogrammed by the Department.

At the end or termination of this Contract, the Department's Contract Manager will contact the Department's Utility Systems/Communications Engineer in the Bureau of Field Support Services, Central Office, to effect the deprogramming of radio communications equipment provided by the Agency.

a. Vehicle Mounted Radios:

Vehicles provided by the Agency that are or that will be equipped with a mobile/vehicle mounted radio programmed to the Department's radio frequency(ies) will be retained by the Department to ensure security of the communication equipment except for short durations dictated by the need for vehicle and/or communications equipment maintenance and/or repair. The use of these vehicle(s) during the period covered by this Contract shall not be for any purpose other than as indicated in this Contract.

b. Hand Held Radios:

Hand held radios provided by the Agency that are or that will be programmed to the Department's radio frequency(ies) will be retained by the Department to ensure security of the communication equipment except for short durations dictated by the need for maintenance and/or repair. The use of any hand held radio(s) provided by the Agency that is programmed to a Department radio frequency utilized by the Agency during the period covered by this Contract shall not be for any purpose other than as indicated in this Contract.

c. Cellular Phones:

Cellular phones may be utilized by the work squad officer as either a primary or secondary means of communication as approved by the Contract Manager. The Contract Manager shall designate whether the usage of a cellular phone is required on Addendum A. The cellular phone will be retained by the Department and upon the end or termination of this Contract, returned to the Agency. The use of the cellular phone is not authorized for any purposes other than as indicated in this Contract.

4. Other Equipment

The Contract Manager shall determine if an enclosed trailer is required for the work squad to transport tools and equipment utilized in the performance of this Contract and shall notify the Agency when a trailer is necessary. The Contract Manager shall designate whether the usage of an enclosed trailer is required on Addendum A.

If a trailer for the work squad is provided by the Agency at no cost to the Department, and the Department maintains the trailer when the squad is not working, the Agency shall provide an enclosed trailer that can be secured when not in use. All tools and equipment utilized by the work squad shall be secured in the trailer. Upon the end or termination of this Contract, the trailer will be returned to the Agency.

III. COMPENSATION

A. Payment to the Department

1. **Total Operating Capital To Be Advanced By Agency**, as delineated in Section V., of Addendum A, shall be due and payable upon execution of the Contract. The Department will not proceed with the purchase until payment, in full, has been received and processed by the Department's Bureau of Finance and Accounting. Delays in receipt of these funds may result in start-up postponement or interruption of the services provided by the Work Squad.
2. **Total Costs To Be Billed To Agency By Contract**, as delineated in Section VI., of Addendum A, will be made quarterly, in advance, with the first payment equaling one-fourth of the total amount, due within two (2) weeks after the effective date of the Contract. The second quarterly payment is due no later than the 20<sup>th</sup> day of the last month of the first Contract quarter. Payment for subsequent consecutive quarters shall be received no later than the 20<sup>th</sup> day of the last month of the preceding Contract quarter.
3. In the event the Correctional Work Squad Officer position becomes vacant and remains vacant for a period of more than five (5) working days, the next or subsequent billing will be adjusted by the Department for services not provided.
4. The Agency shall insure any vehicles owned by the Agency used under this Contract.
5. The rate of compensation shall remain in effect through the term of the Contract or subsequent to legislative change. In the event there is an increase/decrease in costs identified in Addendum A, this Contract shall be amended to adjust to such new rates.

B. Official Payee

The name and address of the Department's official payee to whom payment shall be made is as follows:

Department of Corrections  
Bureau of Finance and Accounting  
Attn: Professional Accountant Supervisor  
Centerville Station  
Call Box 13600  
Tallahassee, Florida 32317-3600

C. Submission of Invoice(s)

The name, address and phone number of the Agency's official representative to whom invoices shall be submitted to is as follows:

Avis Whitfield, Public Works  
Santa Rosa County  
6075 Old Bagdad Highway  
Milton, Florida 32583  
Telephone: 850-626-0191  
Fax: 850-623-1331  
Email: [avisw@santarosa.fl.gov](mailto:avisw@santarosa.fl.gov)

IV. **CONTRACT MANAGEMENT**

The Department will be responsible for the project management of this Contract. The Department has assigned the following named individuals, address and phone number as indicated, as Contract Manager and Contract Administrator for the Project.

A. Department's Contract Manager

The Warden of the Correctional Institution represented in this Contract is designated Contract Manager for the Department and is responsible for enforcing performance of the Contract terms and conditions and shall serve as a liaison with the Agency. The position, address and telephone number of the Department's Contract Manager for this Contract is:

Warden  
Santa Rosa Correctional Institution  
5850 East Milton Road  
Milton, Florida 32583  
Telephone: (850) 983-5800

B. Department's Contract Administrator

The Chief, Bureau of Procurement and Supply is designated Contract Administrator for the Department and is responsible for maintaining a Contract file on this Contract service and will serve as a liaison with the Contract Manager for the Department. The name, address and telephone number of the Department's Contract Administrator for this Contract is:

Chief, Bureau of Procurement and Supply  
Florida Department of Corrections  
*Mailing Address:*  
501 South Calhoun Street  
Tallahassee, Florida 32399-2500  
Telephone: (850) 717-3700  
Fax: (850) 488-7189

*Physical Address:*  
4070 Esplanade Way  
Tallahassee, Florida 32399-2500

C. Agency's Representative

The name, address and telephone number of the representative of the Agency is:

Avis Whitfield, Public Works  
Santa Rosa County  
6075 Old Bagdad Highway  
Milton, Florida 32583  
Telephone: 850-626-0191

D. Changes to Designees

In the event that different representatives are designated by either party after execution of this Contract, notice of the name and address of the new representatives will be rendered in writing to the other party and said notification attached to originals of this Contract.

V. **CONTRACT MODIFICATIONS**

Modifications to provisions of this Contract shall only be valid when they have been rendered in writing and duly signed by both parties. The parties agree to renegotiate this Contract if stated revisions of any applicable laws, regulations or increases/decreases in allocations make changes to this Contract necessary.

VI. **TERMINATION/CANCELLATION**

Termination at Will

This Contract may be terminated by the Agency upon no less than sixty (60) calendar days notice and upon no less than thirty (30) calendar days by the Department, without cause, unless a lesser time is mutually agreed upon by both parties. Notice shall be delivered by certified mail (return receipt requested), by other method of delivery whereby an original signature is obtained, or in-person with proof of delivery. In the event of termination, the Department shall be paid for all costs incurred and hours worked up to the time of termination. The Department shall reimburse the Agency for any advance payments, prorated as of the last day worked.

VII. **CONDITIONS**

A. Records

The Department and the Agency agree to maintain books, records and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices.

The Department and the Agency agree to allow public access to all documents, papers, letters, or other materials subject to the provisions of Chapter 119 of the Florida Statutes, and made or received by the Agency in conjunction with this Contract. It is expressly understood that substantial evidence of either the Department's or the Agency's refusal to comply with this provision shall constitute a breach of Contract.

B. Annual Appropriation

The Department's performance under this Contract is contingent upon an annual appropriation by the legislature. It is also contingent upon receipt of payments as outlined in Addendum A and in Section III, COMPENSATION.

C. Disputes

Any dispute concerning performance of the Contract shall be resolved informally by the Contract Manager. Any dispute that can not be resolved informally shall be reduced to writing and delivered to the Assistant Secretary of Institutions. The Assistant Secretary of Institutions, shall decide the dispute, reduce the decision to writing, and deliver a copy to the Agency with a copy to the Contract Administrator and Contract Manager.

D. Force Majeure

Neither party shall be liable for loss or damage suffered as a result of any delay or failure in performance under this Contract or interruption of performance resulting directly or indirectly from acts of God, civil, or military authority, acts of public enemy, war, riots, civil disturbances, insurrections, accidents, fire, explosions, earthquakes, floods, water, wind, lightning, strikes, labor disputes, shortages of suitable parts, materials, labor, or transportation to the extent such events are beyond the reasonable control of the party claiming excuse from liability resulting there from.

E. Severability

The invalidity or unenforceability of any particular provision of this Contract shall not affect the other provisions hereof and this Contract shall be construed in all respects as if such invalid or unenforceable provision was omitted.

F. Verbal Instructions

No negotiations, decisions, or actions shall be initiated or executed by the Agency as a result of any discussions with any Department employee. Only those communications which are in writing from the Department's administrative or project staff identified in Section IV, CONTRACT MANAGEMENT, of this Contract shall be considered as a duly authorized expression on behalf of the Department. Only communications from the Agency that are signed and in writing will be recognized by the Department as duly authorized expressions on behalf of the Agency.

G. No Third Party Beneficiaries

Except as otherwise expressly provided herein, neither this Contract, nor any amendment, addendum or exhibit attached hereto, nor term, provision or clause contained therein, shall be construed as being for the benefit of, or providing a benefit to, any party not a signatory hereto.

Waiver of breach of any provision of this Contract shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Contract.

This Contract will be governed by and construed in accordance with the laws of the State of Florida. Any action hereon or in connection herewith shall be brought in Leon County, Florida.

This Contract and Addendum A contain all of the terms and conditions agreed upon by the parties.

IN WITNESS THEREOF, the parties hereto have caused this Contract to be executed by their undersigned officials as duly authorized.

**AGENCY: SANTA ROSA COUNTY, BOARD OF COUNTY COMMISSIONERS**

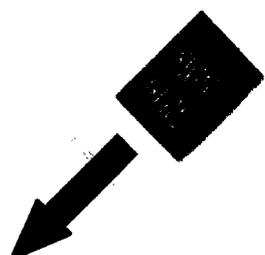
SIGNED BY: \_\_\_\_\_

NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

FEID #: \_\_\_\_\_



**DEPARTMENT OF CORRECTIONS**

**Approved as to form and legality, subject to execution.**

SIGNED BY: \_\_\_\_\_

NAME: **Kenneth S. Tucker**

TITLE: **Secretary  
Department of Corrections**

DATE: \_\_\_\_\_

SIGNED BY: \_\_\_\_\_

NAME: **Jennifer A. Parker**

TITLE: **General Counsel  
Department of Corrections**

DATE: \_\_\_\_\_

*Jennifer A. Parker*

**Jennifer A. Parker  
General Counsel  
Department of Corrections**

*9/28/11*

**Addendum A**

**Inmate Work Squad Detail of Costs for Santa Rosa County, BOCC  
Interagency Contract Number WS735 Effective February 11, 2012**

\*\*\*ENTER MULTIPLIERS IN SHADED BOXES ONLY IF TO BE INVOICED TO AGENCY\*\*\*

**I. CORRECTIONAL WORK SQUAD OFFICER SALARIES AND POSITION RELATED-EXPENSES  
TO BE REIMBURSED BY THE AGENCY:**

	# Officer: Multiplier	Per Officer Annual Cost	Total Annual Cost
Officers Salary	1	\$ 54,194.00	** \$ 54,194.00
Salary Incentive Payment		\$ 1,128.00	\$ 1,128.00
Repair and Maintenance		\$ 121.00	\$ 121.00
State Personnel Assessment		\$ 399.00	\$ 399.00
Training/Criminal Justice Standards		\$ 200.00	\$ 200.00
Uniform Purchase		\$ 400.00	\$ 400.00
Uniform Maintenance		\$ 350.00	\$ 350.00
Training/Criminal Justice Standards *		\$ 1,642.00	
Technology Fee		\$ 462.00	\$ 462.00
<b>TOTAL - To Be Billed By Contract To Agency</b>		<b>\$ 58,896.00</b>	<b>\$ 57,254.00</b>

\*Cost limited to first year of contract as this is not a recurring personnel/position cost.

\*\* Annual cost does not include overtime pay.

IA. **The Overtime Hourly Rate of Compensation for this Contract is \$31.85, if applicable.** (The Overtime Hourly Rate of Compensation shall include the average hourly rate of pay for a Correctional Officer and the average benefit package provided by the department, represented as time and one half for purposes of this Contract.)

**II. ADMINISTRATIVE COSTS TO BE REIMBURSED BY THE AGENCY:**

Costs include but may not be limited to the following:

Rain coats, staff high visibility safety vest, inmate high visibility safety vest, fire extinguisher, first aid kit, personal protection kit, flex cuffs, warning signs, handcuffs, Igloo coolers, portable toilets, insect repellants, masks, vaccinations, and other administrative expenses.

	Number Squads	Total Annual Cost
	1	\$ 750.00
<b>TOTAL - To Be Billed By Contract To Agency</b>		<b>\$ 750.00</b>

**III. ADDITIONAL AGENCY EXPENSES:**

Tools, equipment, materials and supplies not listed in Section II above are to be provided by the Agency.

CELLULAR PHONE WITH SERVICE REQUIRED: YES  NO   
ENCLOSED TRAILER REQUIRED: YES  NO

**Addendum A**

**Inmate Work Squad Detail of Costs for Santa Rosa County, BOCC  
Interagency Contract Number WS735 Effective February 11, 2012**

**IV. OPERATING CAPITAL TO BE ADVANCED BY AGENCY:**

Hand Held Radio      MACOM    \$4833.00  
 Vehicle Mounted Radio      MACOM    \$5119.00

Per Unit Cost	Number of Units
_____	_____
_____	1

**TOTAL Operating Capital To Be Advanced By Agency**

Total Cost
\$ -
\$ -
\$ -

Bill To Agency	Provided By Agency	Already Exists
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**V. TOTAL COSTS TO BE ADVANCED BY AGENCY:**

- Operating Capital - from Section IV.
- Grand Total - To Be Advanced By Agency At Contract Signing:**

Total Cost
\$0.00
\$0.00

**VI. TOTAL COSTS TO BE BILLED TO AGENCY BY CONTRACT:**

- Correctional Officer Salaries and Position-Related Expenses - from Section I.
- Other Related Expenses and Security Supplies - from Section II.
- Grand Total - To Be Billed To Agency By Contract:**

Total Cost
\$57,254.00
\$750.00
\$58,004.00

**VII. TOTAL OF ALL COSTS ASSOCIATED WITH CONTRACT:**

(Total of Sections V. and VI.)

\$58,004.00
-------------

**VIII. OVERTIME COSTS:**

If the contracting Agency requests overtime for the work squad which is approved by the Department, the contracting Agency agrees to pay such costs and will be billed separately by the Department for the cost of overtime.

## Addendum A - INSTRUCTIONS

### Inmate Work Squad Detail of Costs for Santa Rosa County, BOCC Interagency Contract Number WS735 Effective February 11, 2012

- Section I.** Costs in this section are determined each fiscal year by the Budget and Management Evaluation Bureau and are fixed. By entering the number of Officers required for this contract, the spreadsheet will automatically calculate the "Total Annual Cost" column. If this Work Squad is beyond the first year of existence, enter a zero (0) in the "Total Annual Cost" column for "Training/Criminal Justice Standards" after you have entered the "# Officers Multiplier".
- Section II.** Safety and environmental health procedures require safety measures such as the use of safety signs, vests, and clothing. The Department's procedure for Outside Work Squads requires that all Work Squad Officers be responsible for ensuring their squad is equipped with a first aid kit and a personal protection equipment (PPE) kit. Section II identifies such required equipment. A new squad must be sufficiently equipped and an on-going squad must be re-supplied when needed. Type in the number of squads used for this contract and the spreadsheet will automatically calculate the fixed annual expense of \$750.00 per squad and place the total in Section VI.
- Section III.** Check "Yes" or "No" to indicate whether a Cellular Phone with Service and/or an Enclosed Trailer is required by the Contract Manager.
- Section IV.** The Department's procedure for Outside Work Squads requires that they have at least one (1) primary means of direct communication with the Institution's Control Room. Communication via radio and/or cellular phone is appropriate. It is preferred that a backup, secondary means of communication also be available. It is the Agency's responsibility to provide them. If the Department purchases a radio(s), the Agency must fund the purchase at the time the Contract is signed. Check the box for the type of radio and fill in the Per Unit Cost for the type of radio, Number of Units, and Total Cost columns. Leave the Total Cost column blank if a radio(s) is not being purchased at this time. Check applicable boxes ("Bill to Agency", "Provided by Agency" and "Already Exists") for each radio.  
**NOTE:** All radio communication equipment owned or purchased by the Agency that is programmed to the Department's radio frequency and used by the work squad(s), whether purchased by the Department or the Agency, shall be IMMEDIATELY deprogrammed by the Department at no cost to the Agency upon the end or termination of this Contract.
- Section V.** The total funds the Agency must provide at the time the contract is signed will be displayed here when the form is properly filled out.
- Section VI.** The total funds the Agency will owe contractually, and pay in equal quarterly payments, will be displayed here.
- Section VII.** The total funds associated with the Contract, to be paid by the Agency as indicated in Sections V. and VI., will be displayed here.
- Section VIII.** Any agreement in this area will be billed separately as charges are incurred.

# **BUDGET & FINANCIAL MANAGEMENT COMMITTEE**

Chairman: Commissioner Melvin  
Vice Chairman: Commissioner Cole

October 10, 2011

**Bid Actions:** None.

## **Budget:**

- 1) **Budget Amendment 2012 – 001** in the amount of **\$505,256**. Rolls over unspent prior authorization FMAP SRL grant funds to purchase and demolish flood prone property (2932 Coral Strip Parkway) with 10% match paid by property owner in the Grant Fund.
- 2) **Budget Amendment 2012 – 002** in the amount of **\$97,441**. Recognizes Neighborhood Stabilization Grant and allocates to First Time Homebuyer account and Rental Development account.
- 3) **Budget Amendment 2012 – 003** in the amount of **\$1,198,333**. Recognizes Federal Home Program (HUD) Grant and allocates to Substantial Housing account and First Time Homebuyer account.
- 4) **Budget Amendment 2012 – 004** in the amount of **\$540,945**. Carries forward funds from prior year and allocates to Substantial Housing account, First Time Homebuyer account, Farm Home Administration account, and New Construction account in the SHIP Program Fund.
- 5) **Budget Amendment 2012 – 005** in the amount of **\$28,000**. Carries forward funds from prior year to complete purchase of “thin client” computers, servers, and associated items for the Libraries.
- 6) **Budget Amendment 2012 – 006** in the amount of **\$197,953**. Carries forward funds from prior year to construct Chumuckla Springs Boat Ramp in the Road & Bridge Fund.
- 7) **Budget Amendment 2012 – 007** in the amount of **\$128,248**. Funds resurfacing Magnolia Street and East Magnolia Street from Electric Franchise Fee Road & Drainage Reserves.
- 8) **Budget Amendment 2012 – 008** in the amount of **\$13,500**. Uses reserves for aid to Navarre Beach Marine Science Station (\$5,000), Florida Forest Service and Florida Fish and Wildlife Conservation Commission (\$3,500), and Gulf Coast Kilm Walk Project (\$5,000) in the Tourist Development Tax Fund.
- 9) **Budget Amendment 2012 – 009** in the amount of **\$1,505,420**. Carries forward funds for construction of multi-purpose path on East Bay Boulevard (from Grand Bay S/D to Edgewood Drive); and construction of sidewalks for Spencer Field Road/Benny Russell Park (\$921,311) in the Road & Bridge Fund.

10) **Budget Amendment 2012 – 010** in the amount of **\$2,317**. Carries forward unspent prior year funds for miscellaneous improvements to the Bagdad Mill Site Park in District II Projects Fund.

11) **Budget Amendment 2012 – 011** in the amount of **\$750,000**. Recognizes CDBG Neighborhood Revitalization Grant funds and allocates for expenditure to complete Navarre East Sewer Project

**County Expenditure/Check Register:**

12) Recommend approval of County Expenditures / Check Register



# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 3, 2011

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 – 33110016	FMAP Grant	\$ 505,256
To:	2412 – 534001	Other Contractual	\$ 31,280
	2412 – 561001	Land	\$ 473,976

**State reason for this request:**

Rolls over unspent prior authorization FMAP SRL grant funds to purchase and demolish flood prone property (2932 Coral Strip Parkway) with 10% match paid by property owner in the Grant Fund.

**Requested by Sheila Harris/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-001

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

**Diane Ebentheuer**

2012-001

**From:** Sheila Harris  
**Sent:** Monday, October 03, 2011 2:52 PM  
**To:** Joel Haniford  
**Cc:** Diane Ebentheuer  
**Subject:** Budget Amendment - Rollover Unspent Flood Mitigation Assistance Grant - Acquisitions

Joel,

Please process the following budget rollover request:

104 - 33110016	FMAP Grant	\$ 505,256
2412 - 534001	Other Contractual	\$ 31,280
2412 - 561001	Land	\$ 473,976

Rolls over unspent prior authorization (BA 2011-010) associated with FMAP SRL grant (11SL-48-01-67-02-102) to purchase and demolish flood prone property located at 2932 Coral Strip Parkway with 10% match for all project costs being met by the property owner as a deduct from closing proceeds.

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](mailto: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.

2

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 3, 2011

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 - 33150081	Neighborhood Stabilization Program	\$ 97,441
To:	0789 - 5340043	First Time Homebuyer	\$ 63,709
	0789 - 5340069	Rental Assistance	\$ 33,732

**State reason for this request:**

Recognizes Neighborhood Stabilization Grant and allocates to First Time Homebuyer account and Rental Development account.

**Requested by Janice Boone/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-002

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.*

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Request Submitted By:

Janice Boone  
10/3/2011

Housing 2011/2012

Carry Forward Balances  
Existing Programs

FUND 104 Grants  
DEPT 789 Neighborhood Stabilization

<b>5340043 First Time Homebuyer</b>	<b>63,709.00</b>
<b>5340069 Rental Development</b>	<b>33,732.00</b>
<b>Total</b>	<b><u>97,441.00</u></b>

(Revenue not yet received.)

<b>104</b>
<b>33150081</b>

Per NSP contract with DCA, remaining budget.

2012-002

FUND 104 Grants  
DEPT 787 FED HOME INVEST PART PROG

<b>5340043 First Time Homebuyer</b>	<b>468,688.00</b>
<b>534004 Substantial Rehabilitation</b>	<b>729,645.00</b>
<b>Total</b>	<b><u>1,198,333.00</u></b>

(Revenue not yet received.)

<b>104</b>
<b>3315008</b>

Per Escambia Consortium/HUD Annual Plans  
2007/2008/2009/2010/2011

2010/2011

2012-003

FUND 113 SHIP  
DEPT 780 SHIP Program Fund

<b>5340043 First Time Homebuyer</b>	<b>259,067.00</b>
<b>534004 Substantial Rehabilitation</b>	<b>90,000.00</b>
<b>5340041 Fam Home Adm/Emergency Repai</b>	<b>91,878.00</b>
<b>5340044 New Construction</b>	<b>100,000.00</b>
<b>Total</b>	<b><u>540,945.00</u></b>

<b>Funds have been received.</b>
<b>Prior Year Revenue</b>

Remaining Program Funding: 2008/2009/2010/2011

2012-04

3

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 3, 2011

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 - 3315008	Federal Home Program (HUD)	\$ 1,198,333
To:	0787 - 534004	Substantial Housing	\$ 729,645
	0787 - 5340043	First Time Homebuyer	\$ 468,688

**State reason for this request:**

Recognizes Federal Home Program (HUD) Grant and allocates to Substantial Housing account and First Time Homebuyer account.

**Requested by Janice Boone/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-003

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.*

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

4

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 3, 2011

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	113 - 3990001	Cash Carried Forward	\$ 540,945
To:	0780 - 534004	Substantial Housing	\$ 90,000
	0780 - 5340043	First Time Homebuyer	\$ 259,067
	0780 - 5340041	Farm Home Adm/Emergency Repair	\$ 91,878
	0780 - 5340044	New Construction	\$ 100,000

**State reason for this request:**

Carries forward funds from prior year and allocates to Substantial Housing account, First Time Homebuyer account, Farm Home Administration account, and New Construction account in the SHIP Program Fund.

**Requested by Janice Boone/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-004

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

Comment: \_\_\_\_\_  
BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

5

## BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 4, 2011

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	001 - 3990001	Cash Carried Forward	\$ 28,000
To:	0610 - 564001	Machinery & Equipment	\$ 28,000

**State reason for this request:**

Carries forward funds from prior year to complete purchase of "thin client" computers, servers, and associated items for the Libraries.

**Requested by DeVann Cook/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-005

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.*

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

Joel Haniford

2012-005

From: DeVann Cook  
Sent: Monday, September 19, 2011 2:47 PM  
To: Joel Haniford  
Cc: Aleta Floyd; Sheriff's Dept - George Hawkins  
Subject: Budget

Joel,

After discussion with Aleta, I request that you roll \$28,000.00 over from the current Library Equipment budget line into the 2011-2012 Library Equipment budget line. Along with the thin clients, there are servers and other items that we will need to purchase to complete this conversion.

Thanks,

*From: 001-399008!*

DeVann

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6

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 3, 2011

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	101 – 3990001	Cash Carried Forward	\$ 197,953
To:	2100 – 563001	Improvements Other Than Buildings	\$ 197,953

**State reason for this request:**

Carries forward funds from prior year to construct Chumuckla Springs Boat Ramp in the Road & Bridge Fund.

**Requested by Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-006

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

Joel Haniford

2012-006

From: Avis Whitfield  
Sent: Monday, October 03, 2011 12:26 PM  
To: Joel Haniford  
Cc: Louann Callahan  
Subject: BA/carry forward request

Joel,

Account 2100-563001 (Other Improvements) was funded to construct the new Chumuckla Springs Boat Ramp. We need to begin work on the project as soon as Engineering obtains environmental permits which could be within a few weeks. Therefore, I recommend we carry forward all funds from that account.

Thanks,

Avis Whitfield  
Director  
Santa Rosa County Public Works

\* 200,353  
- 2,400  

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\* 197,953  

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7

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 3, 2011

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>
Fund 106:	106 – 3990001	Cash Carried Forward	\$ 128,248)
	9106 – 59100101	To Road & Bridge Fund	\$ 128,248
Fund 101:	101 – 3810001	From Electric Franchise Fee Fund	\$ 128,248
	2100 – 5340034	Secondary Road Projects	\$ 128,248

**State reason for this request:**

Funds resurfacing Magnolia Street and East Magnolia Street from Electric Franchise Fee Road & Drainage Reserves.

Requested by Avis Whitfield/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-007

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

***PASSED AND ADOPTED*** by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Joel Haniford

2012-007

From: Avis Whitfield  
Sent: Monday, October 03, 2011 8:48 AM  
To: Joel Haniford  
Cc: Louann Callahan  
Subject: BA request

Joel,

At the August 22, 2011 BOCC meeting, the Board approved resurfacing Magnolia Street and East Magnolia Street at an estimated cost of \$128,248.00 to be funded from Franchise Fees for Roads & Drainage. Therefore, I request a Budget Amendment to move those funds into 2100-5340034 (Secondary Road).

Thanks,

Avis Whitfield  
Director  
Santa Rosa County Public Works

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8

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 4, 2011

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	4010 - 599001	Reserve for Contingencies	(\$ 13,500)
To:	4010 - 581001	Aid to Other Governments	\$ 8,500
	4010 - 582001	Aid to Organizations	\$ 5,000

**State reason for this request:**

Uses reserves for aid to Navarre Beach Marine Science Station (\$5,000), Florida Forest Service and Florida Fish and Wildlife Conservation Commission (\$3,500), and Gulf Coast Kiln Walk Project (\$5,000) in the Tourist Development Tax Fund.

**Requested by Kate Wilkes/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-008

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.

ATTESTED:

\_\_\_\_\_

CHAIRMAN

\_\_\_\_\_

CLERK OF THE COURTS



9

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 4, 2011

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	101 - 3344901	FDOT Transportation Grant	\$ 921,311
	101 - 3990001	Cash Carried Forward	\$ 584,109
To:	2100 - 5630041	Multi Purpose Paths	\$ 1,505,420

**State reason for this request:**

Carries forward funds for construction of multi-purpose path on East Bay Boulevard (from Grand Bay S/D to Edgewood Drive); and construction of sidewalks for Spencer Field Road/Benny Russell Park (\$921,311) in the Road & Bridge Fund.

**Requested by Avis Whitfield/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-009

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Diane Ebentheuer

2012-009

From: Joel Haniford  
Sent: Tuesday, October 04, 2011 3:03 PM  
To: Diane Ebentheuer  
Subject: FW: BA/carry forward request

Joel Haniford  
OMB Director  
Santa Rosa County  
850-983-1860 (Office)  
850-393-9762 (Cell)

-----Original Message-----

From: Avis Whitfield  
Sent: Tuesday, October 04, 2011 2:42 PM  
To: Joel Haniford  
Cc: Louann Callahan; Stephen Furman  
Subject: BA/carry forward request

Joel,

Account 2100-5630041 (Multi-Purpose Paths) was partially funded with Impact Fees to cover the cost of labor and materials for the multi-purpose path that is being constructed on East Bay Boulevard from Grand Bay Subdivision to Edgewood Drive. We need to continue work on the project so I am requesting a carry forward of funds. It appears that we have started the new fiscal year with \$1,527,057.72 in the account. We need to deduct \$9,874.53 for the labor costs (including benefits) that were paid from 8/8/2011 until 9/30/2011. We also need to deduct \$1,764.00 for concrete invoices that are in the pipeline to be paid from the 2010/2011 fiscal year. Therefore, I am requesting a carry forward amount of \$1,505,419.19.

Thanks,

Avis Whitfield  
Director  
Santa Rosa County Public Works

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10

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 5, 2011

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	312 - 3990001	Cash Carried Forward	\$ 2,317
To:	2322 - 5630034	Bagdad Mill Site Improvements	\$ 2,317

**State reason for this request:**

Carries forward unspent prior year funds for miscellaneous improvements to the Bagdad Mill Site Park in District II Projects Fund.

**Requested by Sheila Harris/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2012-010**

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

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

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

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of **October, 2011.**

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

**Diane Ebentheuer**

2012-010

**From:** Sheila Harris  
**Sent:** Wednesday, October 05, 2011 9:24 AM  
**To:** Joel Haniford  
**Cc:** Diane Ebentheuer; Tammy Simmons  
**Subject:** Budget Amendment Request - Rollover Bagdad Mill Site Miscellaneous

Please process the following budget amendment:

From:	312 - 3990001	Cash Carried Forward	\$2,317
To:	2322 - 5630034	Bagdad Mill Site Improvements	\$2,317

Carries forward unspent prior year funds for miscellaneous improvements to the Bagdad Mill Site Park in District II Projects Fund.

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@santerosa.fl.gov](mailto:sheilah@santerosa.fl.gov)

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11

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: October 4, 2011

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	104 – 3313503	CDBG Navarre East	\$ 750,000
To:	8304 – 531001	Other Contracts	\$ 60,000
	8304 – 5310016	Engineering	\$ 41,500
	8304 – 5340064	CDBG Sewer Projects	\$ 648,500

**State reason for this request:**

Recognizes CDBG Neighborhood Revitalization Grant funds and allocates for expenditure to complete Navarre East Sewer Project

**Requested by Sheila Harris/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2012-011

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 10/10/2011

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 13<sup>th</sup> day Of October, 2011.*

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

**Diane Ebentheuer**

2012-011

**From:** Sheila Harris  
**Sent:** Wednesday, October 05, 2011 11:30 AM  
**To:** Joel Haniford  
**Cc:** Diane Ebentheuer  
**Subject:** Budget Amendment Request - Rollover CDBG Sewer Navarre East

Joel.

Please roll-over budget in full as authorized in BA 2011-131. There were no expenditures in 2011.

Please edit the Budget amendment to replace "Serosa Estates" with "Navarre East" in both the Revenue title line and the description. Thanks.

Sheila

**From:** Sheila Harris  
**Sent:** Friday, June 10, 2011 12:20 PM  
**To:** Joel Haniford  
**Cc:** Diane Ebentheuer  
**Subject:** Budget Amendment Request

Need a budget amendment to establish the budget for the CDBG NR project to complete the Serosa Estates Sewer Project as Follows:

04 - 3313503	CDBG NR <sup>Navarre East</sup> <del>Serosa Estates</del>	\$750,000
8304 - 531001	Other Contracts (Administration)	\$ 60,000
8304 - 5310016	Engineering	\$ 41,500
8304 - 5340064	CDBG Sewer Projects	\$ 648,500

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](mailto:sheilah@santarosa.fl.gov)

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