

April 7, 2014

**ECONOMIC DEVELOPMENT COMMITTEE**

1. Report on annual Northwest Florida Defense Coalition Fly-In to Washington, DC by Pete Gandy.
2. Discussion of letter of support for Florida's Great Northwest and the Northwest Florida Manufacturers Council partnership in establishing Federally recognized Manufacturing Community for the region.

No support documentation for this agenda item.

### MEMO

TO: Hunter Walker, County Administrator

FROM: Shannon Ogletree, Economic Development Director

DATE: April 2, 2014

SUBJECT: Investing in Manufacturing Communities Partnership (IMCP)

#### **RECOMMENDATION:**

Provide a letter of commitment to Florida's Great Northwest and the Northwest Florida Manufacturers Council for an application to earn a federal designation of a Manufacturing Community for the region.

#### **BACKGROUND:**

The Investing in Manufacturing Communities Partnership (IMCP) is new government-wide initiative that will help communities cultivate an environment for businesses to create well-paying manufacturing jobs in regions across the country and thereby accelerate the resurgence of manufacturing. The IMCP is designed to reward communities that demonstrate best practices in attracting and expanding manufacturing by bringing together key-local stakeholders and using long-term planning that integrates targeted investments across a community's industrial ecosystem to create broad-based prosperity.

#### Key highlights for IMCP:

- This is not a grant opportunity, no funding is associated with the program
- This application is seeking to earn the designation of a Manufacturing Community. Only 12 communities in the nation will receive this designation.
- Receiving the designation provides the following opportunities:
  - Preferential consideration for funding from 10 Federal Participating Agencies
  - A Point of Contact to help gain access to Federal economic development funding and non-funding specialized services
  - Branding & promotion under the Manufacturing Community designation

Winning IMCP Communities will receive preferential consideration in federal competitions and assistance across 9 agencies to funds up to \$1.3 billion.

April 2, 2014

Economic Development Administration  
U.S. Department of Commerce  
1401 Constitution Avenue NW, Suite 71030  
Washington, DC 20230

RE: Letter of Commitment for Florida's Great Northwest's Application for Investing in Manufacturing Communities Partnership (IMCP)

To whom it may concern:

On behalf of the Santa Rosa County Board of County Commissioners, please accept this letter of commitment to Florida's Great Northwest/Northwest Florida Manufacturers Council (FGNW/NWFMC) joint application in the Investing in Manufacturing Communities Partnership (IMCP) competition. We applaud the considerable efforts made by both organizations in fostering manufacturing growth in the region and encourage FGNW and NWFMC in pursuit of the Manufacturing Communities designation.

We look forward to the opportunity to work with FGNW/NWFMC and to assist with the further strengthening of manufacturing in Northwest Florida. We are strong supporters of the ongoing campaign to identify current gaps and have a commitment to the region to conduct a survey which will identify military skills of the men and women who are retiring or disconnecting from the military. This survey will help us find skilled workers in manufacturing industry.

Santa Rosa County will work with the education partners to develop programs to grow the skilled talent and will continue to work closely with the local workforce board, CareerSource Escarosa. We are aggressively working to develop infrastructure and have approved funding to certify two industrial sites through a partnership with Gulf Power Company. The County will work with our regional economic development partner to market the region through site consultant missions and trade missions.

As Chairman of the Board, I wish to express my full support and commitment for the FGNW/NWFMC application for the IMCP competition for the privilege of receiving the Manufacturing Communities designation. The honor associated with this designation is extremely important to the economic future of Northwest Florida. Thank you for your consideration, and please do not hesitate to contact me if you have any questions or need additional information.

Sincerely,

Commissioner Jim Melvin

April 7, 2014

**ADMINISTRATIVE COMMITTEE**

1. Discussion of allocation of \$125,000 for NWFL Marine Edge, Inc. Gateway to the Gulf program to attract off-season visitors to Navarre Beach as recommended by the Tourist Development Council.
2. Discussion of county owned sites and other properties in East Milton for proposed judicial facility.
3. Discussion of letters of support for The Trust for Public Lands partnerships to obtain the Wolfe Creek Forest property which is contiguous with Blackwater River State Forest and NAS Whiting Field.
4. Discussion of contract to purchase parcel adjacent to Sheriff substation on High School Road in Navarre as included in FY2013-14 Sheriff Office budget.
5. Discussion of contract with West Florida Recycling, Inc. for transportation and processing of recyclable materials.
6. Discussion of Modification #1 to Florida Division of Emergency Management increasing funding for Settlers Colony HMGP Phase I project.
7. Discussion of designee to the Community Partnership Initiative (CPI) Board of Directors sponsored by the Okaloosa County Economic Development Council.
8. Discussion of allowing Salters 3-C Construction to remove concrete debris unearthed from Bagdad Mill Site as recommended by Public Works Director.
9. Discussion of contract with Jelhle-Halstead, Inc. for engineering services for site certification process for Northwest Florida Industrial Site at I-10.
10. Discussion of scheduling public hearing to ordinance consolidating Building, Mechanical and Plumbing Boards of Adjustments and Appeals into one board.

11. Discussion of appointment of Alice Brupbacher as District Two member of the Zoning Board.
12. Public Hearing items scheduled for 9:30 a.m. Thursday, April 10, 2014: NONE



## GRANT APPLICATION

### History / Accomplishments of Organization:

NWFL MARINE EDGE, Inc. was formed as a non-profit organization to expand programs of the Navarre Beach Marine Science Station and offer year-round family-centric eco-tourism programs that cultivate citizen scientists through conservation, education and sustainable ecosystems.

NWFL MARINE EDGE project goal is four-fold; 1) to brand Navarre Beach as the destination for eco-tourism; 2) to provide family oriented visitor events and education centered around a theme of sustainable marine ecosystems; 3) to promote research and education through partnerships with conservation programs, Universities and Colleges throughout the state to add a unique visitor population in shoulder season months; 4) expand programming and visitor opportunities especially to those with disabilities that prohibit them from enjoying programming through the placement of an underwater, self-cleaning camera that will allow live video streaming of underwater activities. Blue Eyes Ocean Camera will also allow all visitors to participate in water monitoring through toggles and scientific nodes that can be opened and closed remotely.

A pilot shoulder season program was held in 2013 for visitors of the area to determine interest, participation and future opportunities. During the pilot phase which included direct mail marketing over 2000 visitors participated in programming with 29% of those visitors coming from areas outside of Santa Rosa County and 1% visiting from other countries. Of those visitors, 98% stated if there were ongoing activities specific for families or children, they would make a return visit to Navarre Beach in the Fall and Winter (shoulder season) months.

### Background:

NWFL Marine EDGE, Inc. is a supporting non-profit of the Navarre Beach Marine Science Station (NBMS). Both organizations have a mission to promote the appreciation, conservation, and understanding of the marine ecosystem of coastal Florida through education, service and hands-on, feet-wet experience. The Science Station has incorporated a unique "each-one, teach-one" model which allows high school and college students to study about Florida's ecosystems at the beach and gain real world experience, college credit and credit toward Florida's Bright Futures Scholarship by imparting the knowledge they have learned to other students, community members and visitors. Led by award winning Project Director, Charlene Mauro, NBMS has received National recognition for the programs offered and the model used for instruction. It is truly a gem of the Emerald Coast.

As a program of the Santa Rosa County School District, the Marine Science Station supports 5000 people (students and parents) from Santa Rosa and surrounding counties annually. The Marine Science station receives requests for family oriented, marine education and ecotourism events from community members and visitors to Navarre Beach. The requests grow each year. The opportunities are endless.

To facilitate this opportunity for economic restoration, environmental restoration and tourism development, local community leaders formed Northwest Florida Marine Education and Discovery of

6

Gulf Ecosystems, Inc. (EDGE), a non-profit organization that supports current Marine Science Station activities and expanded visitor programs.

**PROGRAM INFORMATION:**

**Title:** Gateway to the Gulf

**Projected Targeted Recipients:** Out-of-town visitors

**Projected Targeted out of town tourists expected to participate:** 8000 - 2014, 10,000 - 2015, 12,000 - 2016

**Age of Participants:** all ages

**Targeted Audience:** Families with children and individual visitors interested in environmentally engaging tourism opportunities

**Description of Participants:** Visitors (tourists), students, teachers, local businesses, and community members

**Description of Project:**

Funds for the development and implementation of programming for year-round, eco-tourism programs for 2014 in the amount of \$125,000.

**Off-season promotional campaign**

- Postcard campaign
- Billboards in Primary Markets
- Social Media
- Rack-cards and Brochures

**Off-season program development, implementation and coordination to include:**

- Guided Walking Tours
- Self-Guided Tours
- Kayak Tours with Master Naturalist
- Family Programming - The Glowing Beach
- Marine Debris Education and Programming - Leave No Trace
- Snorkel 101
- Scooba Safety
- Safe Seafood
- Fitness, Fish and Fun
- Shell Excursions and Identification

**Planned outcome of the project:**

NWFL MARINE EDGE overarching project outcome is four-fold; 1) to brand Navarre Beach as the destination for eco-tourism; 2) to provide family oriented visitor events and education centered around a theme of sustainable marine ecosystems; 3) to promote research and education through

partnerships with conservation programs, Universities and Colleges throughout the state to add a unique visitor population in shoulder season months; 4) expand programming and visitor opportunities especially to those with disabilities that prohibit them from enjoying programming through the placement of an underwater, self-cleaning camera that will allow live video streaming of underwater activities. Blue Eyes Ocean Camera will also allow all visitors to participate in water monitoring through toggles and scientific nodes that can be operated remotely

NWFL MARINE EDGE expected direct economic impact from project activities and promotion include:

**Economic Impact:**

2014 - 8,000 visitors - Direct impact - \$2,040,000. Direct Lodging - \$984,000 Lodging tax - \$49,200

2015 - 10,000 visitors - Direct impact - \$2,550,000. Direct Lodging - \$1,230,000 Lodging tax - \$61,500

2016 - 12,000 visitors - Direct impact - \$3,060,000 Direct Lodging - \$1,476,000 Lodging tax - \$73,800

*\* family of four - four night stay - avg.room rate of \$123. - avg.daily family spending of \$255.*

The project is expected to generate the following new lodging tax revenues:

**Lodging Tax Impact:**

2014 - \$49,200 in new lodging tax revenue

2015 - \$61,500 in new lodging tax revenue

2016 - \$73,800 in new lodging tax revenue

**Marketing and Publicity Summary:**

NWFL Marine EDGE has a database of 2500 contacts including address, phone and email addresses for direct marketing. During Pilot Phase, NWFL Marine EDGE purchased an additional 3000 addresses in demographic targets.

The marketing plan for new programs includes:

- **Postcard campaign** - Frequency: ongoing - Direct marketing to Spring, Fall and Winter
- **Email Campaign** - Frequency: ongoing - Follow postcards with email invitations for programming and lodging
- **Package offers** - Frequency: timed with events - in conjunction with lodging management and TDC
- **Billboards** - Frequency: four weeks prior to major programming - Three billboards targeted to key interstate corridors in Primary Markets that feature programming and will rotate through November
- **Rack cards** - Frequency: ongoing by event- Rack cards that feature monthly programming and regular hours of the current Science Station and future Gulf Coast Discovery Center

- **Walking tour cards** - Frequency: ongoing - Featuring TDC information
- **Shell excursion cards** - Frequency: ongoing - Shell Id cards as take aways from Guided Walking tours featuring calendar of events for future visits and TDC information.
- **Brochures** - Frequency: ongoing by event - Program specific brochures featuring TDC information
- **Website** - Frequency: ongoing - Programming announcements - Calendar of Events - TDC link - registration is available at both websites
- **Social Media** - Frequency: ongoing - Twitter, Facebook, Pinterest and Groupon
- **Publications** - Frequency: ongoing - Stories and programming testimonials

### **Evaluation Plan and Processes**

NWFL Marine EDGE has an external evaluator of our program. An evaluation plan is included in the submission package. The external evaluation plan will combine traditional methods such as registration and event counts along with more dynamic methods such as visitor interviews and satisfaction surveys.

**Reporting:** Monthly reporting will be provided to the South End Committee and Tourist Development Council on the following elements.

- Number of Visitors
- Total visit days
- Estimate of daily expenditures (based on surveys)

### **Measurement:**

1. Reporting on stated match to TDC contribution - 2014 .25 for each \$1 awarded to NWFL Marine EDGE
2. Accounting of expenditures
3. Economic Impact analysis
  - Visitor counts - including originating city
  - Average daily spending
  - Average lodging rates
  - Total number of visitor days
  - Estimate of new lodging tax receipts against actual collections
4. Anecdotal visitor Information from direct contact and Social Media sources
5. Bi-annual visitor survey

### **Community Support:**

Our community supports this exciting opportunity. Letters of support available upon request.

- Florida Fish and Wildlife
- Guy Harvey Foundation

- Pensacola State College
- Navarre Beach Leaseholders Association
- Navarre Area Board of Realtors
- Santa Rosa County School Board
- Santa Rosa County Board of County Commissioners
- Santa Rosa Education Foundation
- Audubon
- National Wildlife Federation
- Local Business Owners
- University of Florida IFAS Sea Grant and 4-H Extension
- Gulf of Mexico Coastal Ocean Observing System (GCOOS)
- NOAA
- Gulf of Mexico Alliance
- Senator Evers
- Representative Broxson

**LIST IN KIND SUPPORT:**

- NWFL Marine EDGE, Inc. has also received individual and private donations, programming fees and corporate sponsorship.
- Direct matching funds are estimated to be .26 to \$1 of TDC contribution. 2014 - .50 for every \$1.00 for 2015 and 2016. These funds will come from program fees.  
*(e.g. \$125,000 will be leveraged to equal \$157,846. \$75,000 will be leveraged to equal \$112,500.)*
- Volunteer Hours (estimated total 800 hours in kind support from current students serving as peer teachers). Value of in kind support based on the Annually Independent Sector, a coalition of approximately 500 charities, foundations and corporate giving programs, calculates an hourly dollar value of volunteer time. The current value (2013) is \$21.36 an hour. Approximately 100 hours of volunteer hours of service is valued at \$2136.00. **Total volunteer in-kind services annually - \$10,680.**

**BUDGET GRANT REQUEST: \$125,000 -2014, \$75,000 - 2015, \$75,000 - 2016**

**How will you use this grant money?** Funds for the development and implementation of programming for year-round eco-tourism programs for 2014 in the amount of \$125,000 plus purchase and installation of Blue Eyes Underwater Self-Cleaning Camera

Off-season promotional campaign

- Postcard campaign
- Billboards in Primary Markets
- Social Media
- Rack-cards and Brochures

Off-season program development, implementation and coordination to include:

- Guided Walking Tours
- Self-Guided Tours

- Kayak Tours with Master Naturalist
- Family Programming - The Glowing Beach
- Marine Debris Education and Programming - Leave No Trace
- Snorkel 101
- Scooba Safety
- Safe Seafood
- Fitness, Fish and Fun
- Shell Excursions and Identification

**WTR-TV - Watch the Reef TV - Marine Life Viewing and Water Quality Monitoring**

- Underwater self-cleaning camera with scientific nodes for water quality monitoring, salinity and temperature monitoring
- Oceans Classroom - Data conversion software to allow easy viewing of water quality, salinity and temperature for easy viewing by visitors to the Gulf Coast Discovery Center and Navarre Beach
- Outdoor television with live web streaming and viewing of reef habitat and marine life - specifically targeted to visitor populations that are unable to snorkel, dive or otherwise enjoy the reefs in the Gulf of Mexico

**BUDGET GRANT REQUEST: \$75000 - 2015**

**Off-Season Programming and Promotion - Continuation and Enhancement of 2013/14 Programming**

Off-season promotional campaign

- Postcard campaign
- Billboards in Primary Markets
- Social Media

Off-season program development, implementation and coordination to include:

- Guided Walking Tours
- Self-Guided Tours
- Kayak Tours with Master Naturalist
- Family Programming - The Glowing Beach
- Marine Debris Education and Programming - Leave No Trace
- Be Thankful for the Gulf - November Programming
- Santa, Sand And Sea - December Programming
- Fitness, Fish and Fun
- Shell Excursions and Identification

**2016 and Beyond**

Off-season promotional campaign

- Postcard campaign
- Billboards in Primary Markets
- Social Media
- Rack-cards and Brochures

Off-season program development, implementation and coordination to include:

- Guided Walking Tours
- Self-Guided Tours
- Kayak Tours with Master Naturalist
- Family Programming - The Glowing Beach
- Marine Debris Education and Programming - Leave No Trace
- Snorkel 101
- Scooba Safety
- Safe Seafood
- Fitness, Fish and Fun
- Shell Excursions and Identification

Beginning in 2015, an annual plan and detailed budget will be delivered to the TDC for program approval. It is the intent for NWFL Marine EDGE to collect and report visitor data to the TDC. Further, it is the intent of NWFL Marine EDGE to adjust programming based on survey data from visitors to ensure fresh, undated programming to increase and improve visitor overnights in Santa Rosa County.

**What benefits will the TDC receive in association with this project?**

Santa Rosa County TDC will receive expanded reach to visitors through direct and package marketing for "off-season" when lodgings tax revenue is substantially reduced. Programming publicity will include TDC information, logo and link to website for expanded opportunities. In addition, cross-marketing with other attractions in the Navarre Area as well as attractions in the North End of Santa Rosa County will be cultivated for programming and increased visitor overnight stays.

**TDC Return on Investment**

In addition to branding the county for Eco Tourism Activities, the TDC will have the logo prominently placed on all marketing materials, will have click-through links on websites and email blasts.

**Economic Impact:**

2014 - 8,000 visitors - Direct impact - \$2,040,000. Direct Lodging - \$984,000 Lodging tax - \$49,200

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The project is expected to generate the following new lodging tax revenues:

Lodging Tax Impact:

2014 - \$49,200 in new lodging tax revenue

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2016 - \$73,800 in new lodging tax revenue

**EVENT /PROJECT BUDGET - 2014**

	<b>Expense</b>	<b>Expense Description</b>
<b>Awards/Certifications</b>	\$	
<b>Supplies/Equipment</b>	\$ 68,000	Underwater self-cleaning video camera with scientific nodes and outdoor television for visitor viewing of reef habitat - Cabling
<b>Fees -</b>	\$ 7,000	Oceans Classroom - Data conversion for scientific nodes and live web streaming
<b>Food</b>	\$ NA	
<b>Insurance</b>	\$ 1,500	
<b>Marketing</b>	\$ 21,900	Website \$500, Billboards \$9500, Social Media - \$1500, Brochures/Rack Cards \$2500 - Design - \$6500 Email Blasts - \$1400
<b>Administration (Instructors to develop and teach programs, program assistants to design and staff additional programs)</b>	\$ 17,635 \$ 12,816	450 hours: 20.30 / hr teachers = \$8120.. and 850 hours 10.00 /hr for Teacher Assistants = \$8500. Volunteer hours - 600 hours of volunteer hours of service is valued at \$12816.00.
<b>Curriculum Enhancement - Training</b>	\$ 3,995	Curriculum development \$2795 - 24- hour mandatory training - \$1200 (includes: curriculum instruction, customer service, process and safety)
<b>Program event planning and coordination</b>	\$ 8,000	Staff programming and planning 238 hours @ \$21.00 per hour
<b>Program Data and Reporting</b>	\$ 17,000	Program reporting - analysis, Data collection and compilation, Data base management-visitor information
<b>TOTAL PROJECT COST</b>	<b>\$157,846</b>	
<b>TOTAL TDC REQUEST</b>	<b>\$125,000</b>	

<b>Other Funds</b>	<b>Income</b>	<b>Source of Income</b>
<b>Admissions / Anticipated Fees</b>	\$ 13,000	Program registration fees will range from free to \$35 pp depending on the type and length of event.

Sales	\$ 5,500	T-shirts and Novelties
<b>TOTAL PROJECT (including grant and income)</b>	<b>\$ 176,346</b>	
Other Funding:	\$18,800	
Sponsorships /Donations	\$ 6,500	Title sponsors
Volunteer In-kind to support programs	\$ 12,816	The current value (2013) is \$21.36 an hour. Approximately 500 hours of volunteer hours of service is valued at \$10680.00.
Additional staffing costs not covered in grant request		
<b>TOTAL OTHER</b>	<b>\$38,116</b>	
Profit	\$0	***Any profits will go toward additional program development

**EVENT /PROJECT BUDGET - 2015/2016**

	Expense	Expense Description
Awards/Certifications	\$	
Supplies/Equipment	\$	
Fees -	\$ 6,000	Oceans Classroom - Data conversion for additional Video Streaming
Food	\$ NA	
Insurance	\$ 1,500	
Marketing	\$ 24,900	Website \$500, Billboards \$12,500, Social Media - \$1500, Brochures/Rack Cards \$2500 - Design - \$6500 Email Blasts - \$1400
Administration (Instructors to develop and teach programs, program assistants to design and staff additional programs)	\$ 17,635 \$ 12,816	450 hours: 20.30 / hr teachers =\$8120.. and 850 hours 10.00 /hr for Teacher Assistants =\$8500. Volunteer hours - 600 hours of volunteer hours of service is valued at \$12816.00..
Curriculum Enhancement - Training	\$ 3,995	Curriculum development \$2795 - 24- hour mandatory training - \$1200 (includes: curriculum instruction, customer service, process and safety)
Program event planning	\$ 5,000	Staff programming and planning 238 hours @

and coordination		\$21.00 per hour
Program Data and Reporting	\$ 15,000	Program reporting - analysis, Data collection and compilation, Data base management-visitor information
TOTAL PROJECT COST	\$86,846	
TOTAL TDC REQUEST	\$ 75,000	

Other Funds	Income	Source of Income
Admissions / Anticipated Fees	\$ 13,000	Program registration fees will range from free to \$35 pp depending on the type and length of event.
Sales	\$ 5,500	T-shirts and Novelties
TOTAL PROJECT (including grant and income)	\$ 105,346	
Other Funding:	\$18,800	
Sponsorships /Donations	\$ 6,500	Title sponsors
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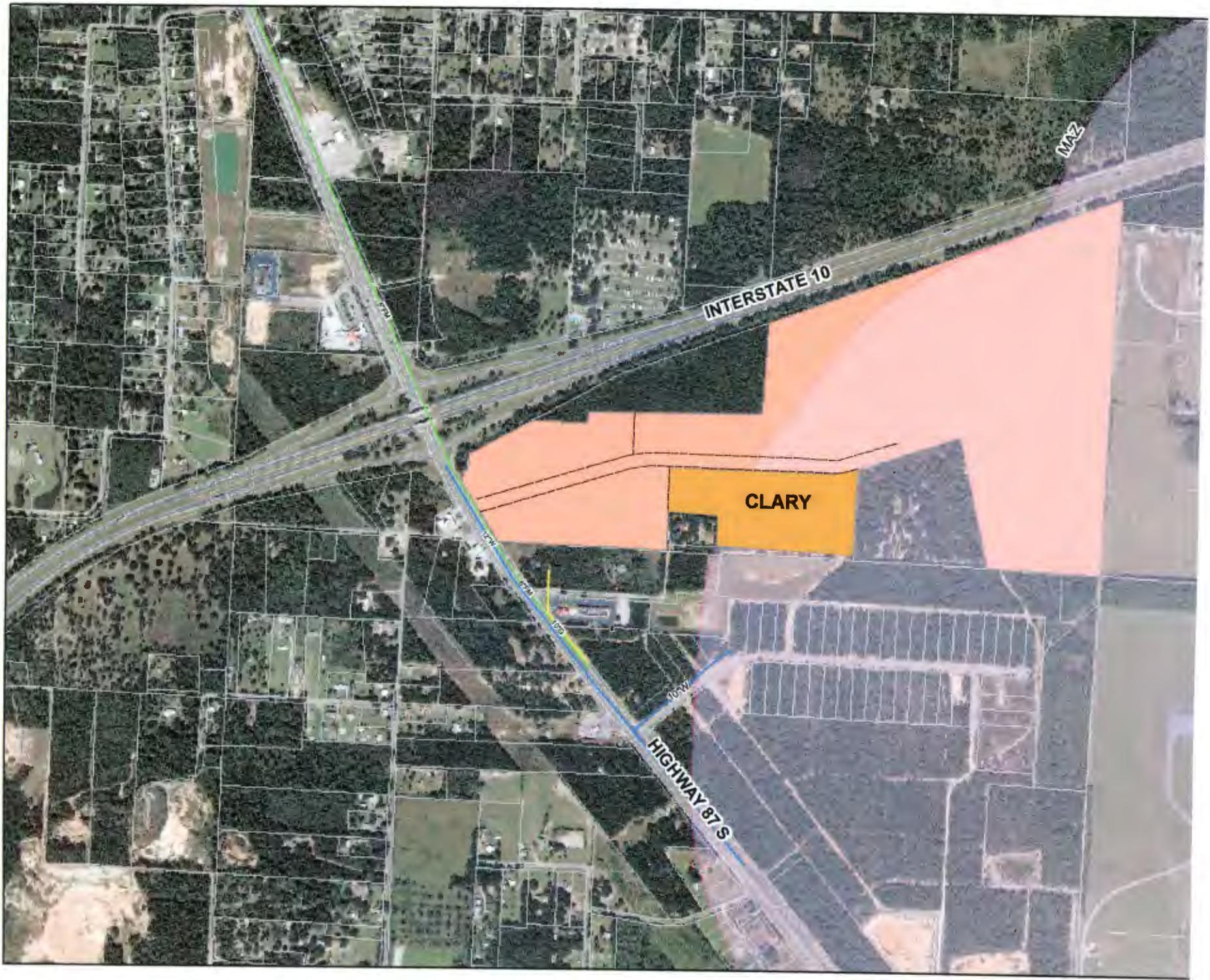


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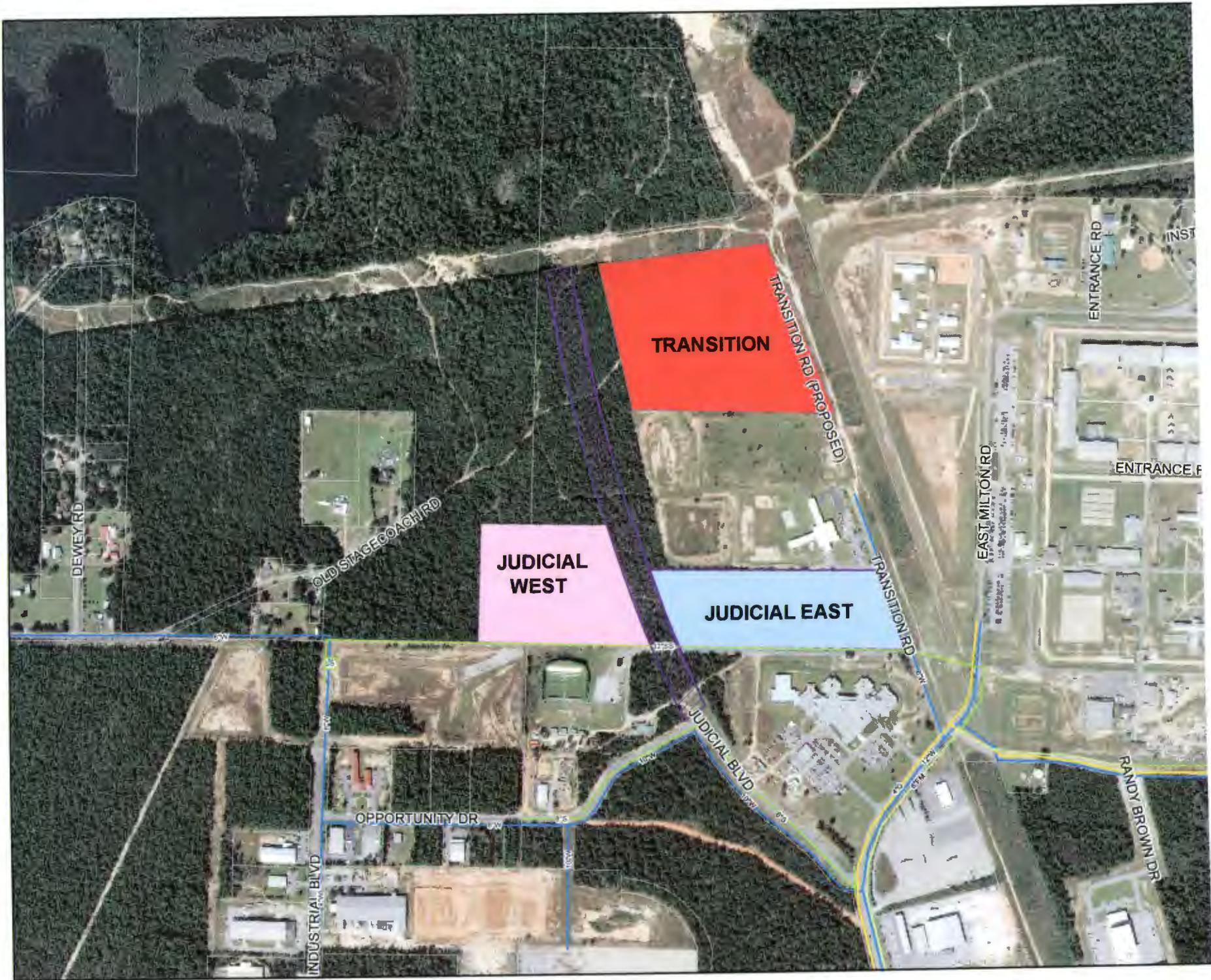
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**TRANSITION**

**JUDICIAL WEST**

**JUDICIAL EAST**

TRANSITION RD (PROPOSED)

DEWEY RD

OLD STAGECOACH RD

INDUSTRIAL BLVD

OPPORTUNITY DR

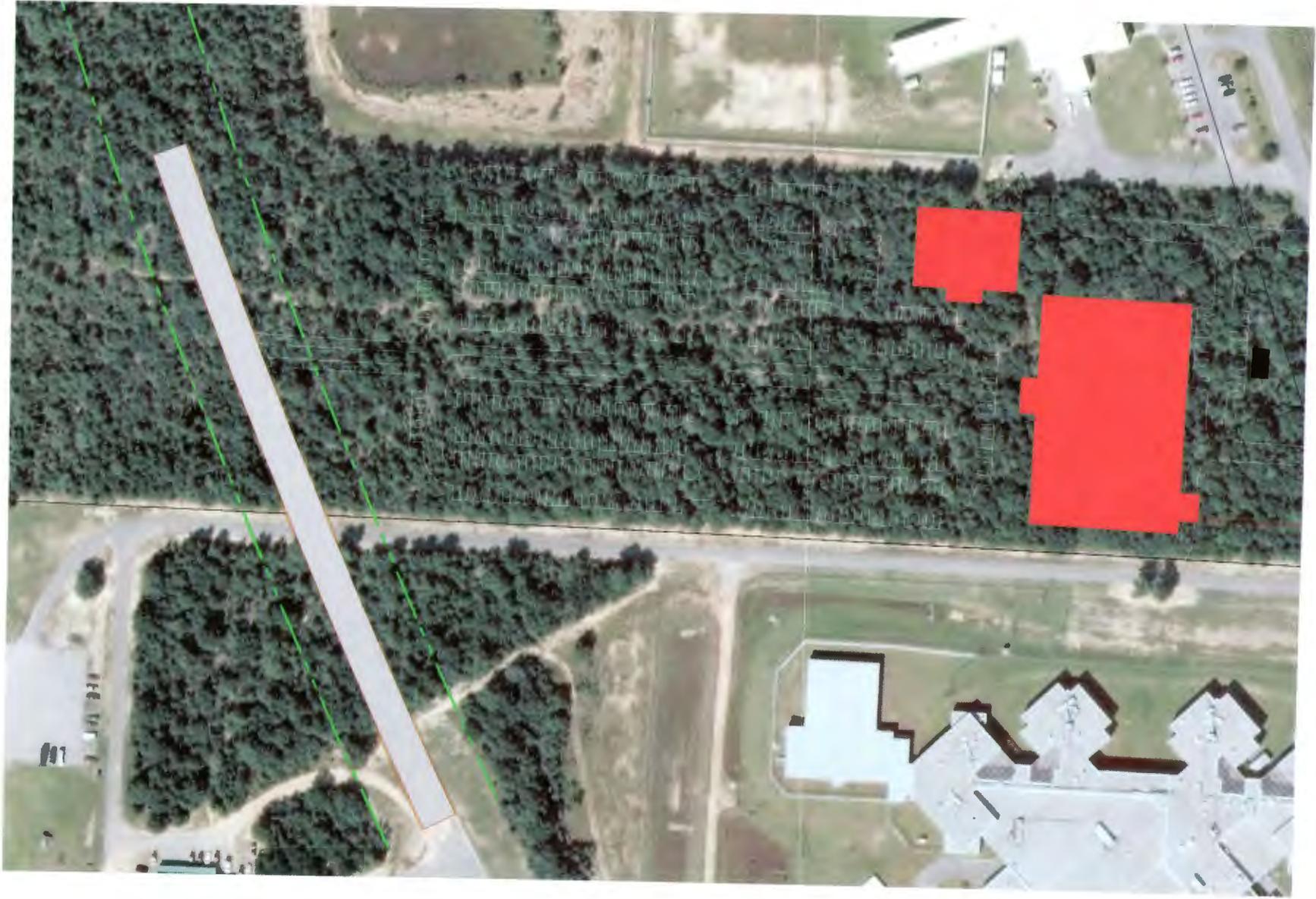
JUDICIAL BLVD

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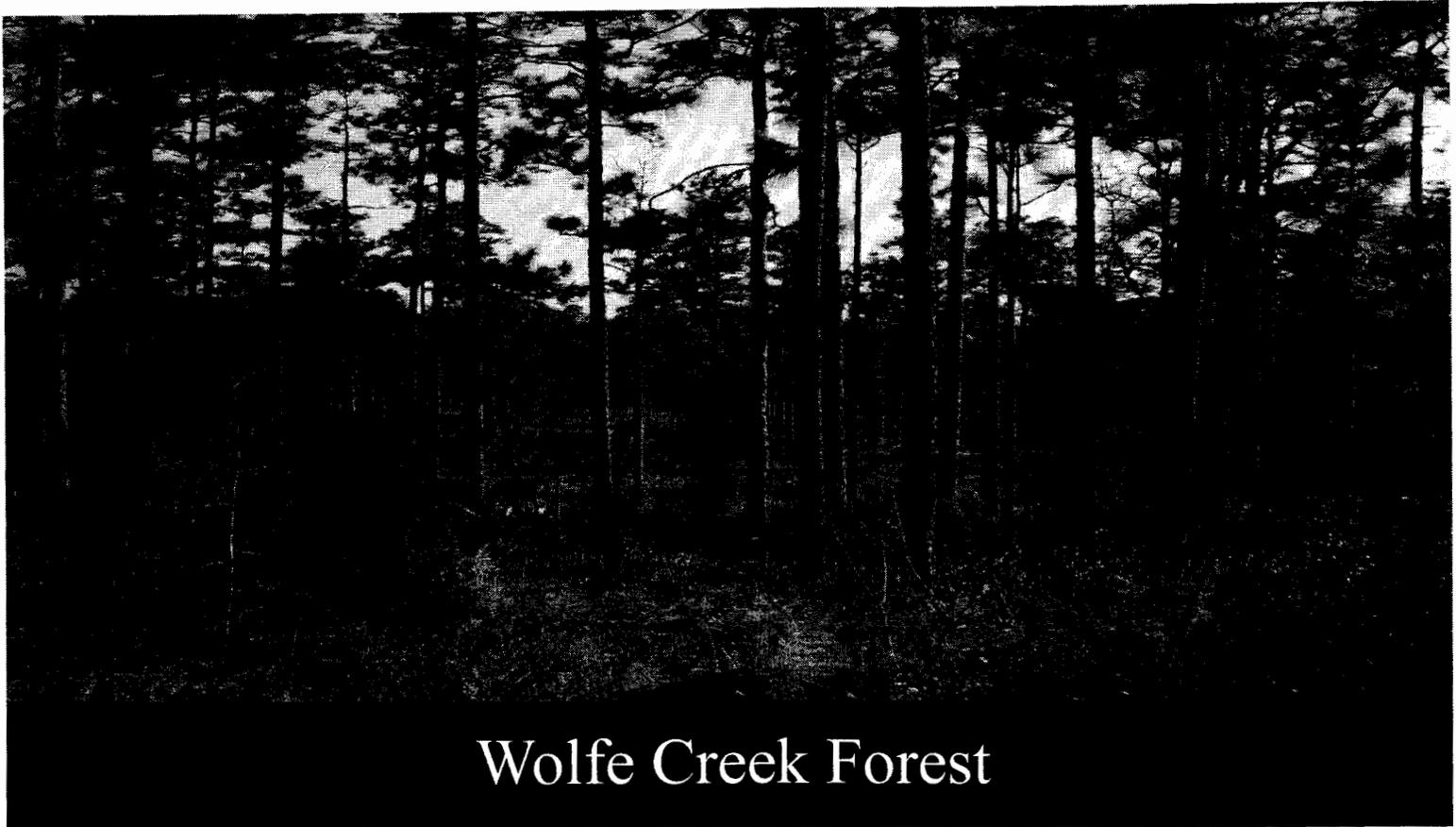
RANDY BROWN DR







THE TRUST *for* PUBLIC LAND  
CONSERVING LAND FOR PEOPLE



## Wolfe Creek Forest

### A Landscape Opportunity

Wolfe Creek Forest represents the intersection of land conservation, military base buffering, watershed protection, and economic development. Strategically located between the Blackwater River State Forest and Whiting Field Naval Air Station, the 10,000-acre Wolfe Creek property serves as an important longleaf pine ecological corridor, buffers Whiting Field from incompatible land uses, protects the Blackwater River and Bay watersheds and furthers existing eco-tourism and outdoor recreation.

The Trust for Public Land is working with public and private partners leveraging resources to ensure the property remains an economic and ecological asset to the region.

### Key Features

- Conserves and connects pine forests, rivers, and wetlands.
- Part of largest contiguous longleaf pine ecosystem.
- NAS Whiting Field: supports 14,600 jobs with an economic impact of almost \$1 billion.
- 3.5 miles of Big Coldwater Creek: a spring-fed state-designated paddling trail and tributary to Blackwater River, an Outstanding Florida Water.
- Ecological Corridor: connects Blackwater River State Forest and NAS Whiting Field.
- Longleaf restoration: the #1 acquisition priority for the Gulf Coastal Plain Ecosystem Partnership.
- Historic tramways and rail lines: preserves the region's history.
- Outstanding Florida Water Blackwater River and Bay watershed.
- Development threat: prevents fragmented land development pattern.

### **Economic Development – NAS Whiting Field**

NAS Whiting Field is a vital regional economic engine with an economic impact of almost \$1 billion. Comprising two primary airfields and 13 outlying landing fields to support primary and intermediate flight training, NAS Whiting Field is the busiest naval air station in the world. NAS Whiting Field is actively cooperating with partners to implement its base buffer program. Intended to prevent land use conflicts and enhance land conservation, the buffer program can ensure the long-term functional viability of the station. Wolfe Creek Forest is a priority project for this buffer program.

### **Protecting Endangered Species**

Longleaf pine forests have been decimated by previous logging practices and today cover only 4.5% of the historical range. Small areas of the property have been planted with longleaf pine, and long-term management calls for restoring this important forest habitat. Longleaf pine forest and associated ecosystems provide a home to such listed threatened and endangered species as the white-top pitcher plant, red cockaded woodpecker, gopher tortoise and indigo snake.



### **Eco-Tourism – Big Coldwater Creek**

Spring-fed Big Coldwater Creek, is a tributary to the Blackwater River, an Outstanding Florida Water, and is a popular canoe and kayak destination. This economic driver supports local businesses. The property straddles a key segment of the creek for 3.5 miles, which ultimately empties into Blackwater Bay.

### **Ecosystem Conservation - Florida Forever**

Wolfe Creek Forest is a priority Florida Forever project and consists of a single owner. Conservation of lands within the project would afford protection to numerous seepage and blackwater stream systems that are contiguous with these conservation lands and the Blackwater River. These stream systems support numerous rare aquatic flora and fauna, and are considered a focal habitat of the Florida Fish and Wildlife Conservation Commission's Comprehensive Wildlife Conservation Strategy. Twelve archaeological sites, two of which are historic (e.g., Wolfe Creek Mill) and ten of which are prehistoric, are within the project. The acquisition will enhance a state-designated paddling trail, complete a NAS Whiting Field to Blackwater River State Forest land trail gap, and conserve forest resources and Outstanding Florida Waters.



February 18, 2014

Captain Matthew F. Coughlin, USN  
Naval Air Station Whiting Field  
7550 USS Essex Street  
Milton, Florida 32570

Dear Captain Coughlin:

Santa Rosa County considers the NAS Whiting Field an integral part of our community. NAS Whiting Field is a major employer to Santa Rosa County citizens, an important economic driver and a member of our community. We recognize that the health of our economy and community are intertwined with NAS Whiting Field's long-term viability. One example demonstrating our common goals is our partnership agreement, by which we jointly invest in the acquisition of strategic property interests adjacent and in proximity to NAS Whiting Field to preclude potential land use conflicts that could interfere with base training operations.

The County also recognizes that our economic health is tied to the health of our natural resources. Santa Rosa County's history is inextricably tied to the sustainable management of our natural resources including timber production. The State of Florida recognizes the interplay between a healthy, managed natural resource system and the benefits it provides to habitat and watershed protection and a diversified economy through the establishment of the Blackwater River State Forest and management of the natural resources. Moreover, two designated Florida Forever project areas, Clear Creek and Wolfe Creek Forest, are lands of interest both to the state and NAS Whiting Field for land conservation and preventing land use conflicts.

We write to you in support of a current opportunity to further the NAS Whiting Field base buffering program, forestland conservation, water quality preservation and economic diversification. Wolfe Creek Forest, a mostly contiguous 10,000-acre tract of land in northern Santa Rosa County under single ownership is available for purchase. The property's strategic location between NAS Whiting Field and the Blackwater River State Forest can significantly further NAS Whiting Field's efforts to preclude land use conflicts with base operations. Additional significant benefits that this effort will further include restoring the longleaf pine ecosystem that is a part of our history in Santa Rosa County and preserving the watershed of Blackwater River and a popular tourist destination – Big Coldwater Creek. This property comprises the entire state-designated Florida Forever project Wolfe Creek Forest. As you may already be aware, the Florida Department of Environmental Protection was invited by the US Department of Defense's Readiness and Environmental Protection Integration (REPI) Program to submit an application for the 2014 REPI Program Challenge grant for this acquisition near NAS Whiting Field. We support this effort.

Captain Coughlin, NAS

February 18, 2014

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The property owner has engaged the services of The Trust for Public Land, a national land conservation organization, which is endeavoring to coordinate the numerous public and private partners and funding sources necessary to successfully protect this landscape-level property. Available conservation tools include fee simple acquisitions and particularly conservation easements that can keep the land productive in private ownership. We support TPL's efforts to secure these partnerships and associated funding.

Santa Rosa County values our partnership with NAS Whiting Field in furthering our complementary goals. Please feel free to call me or The Trust for Public Land, whose contact information my office can provide, if you have any specific questions. Thank you very much.

Sincerely,

Jim Melvin, Chairman  
County Commission

Cc: The Honorable Bill Nelson, The US Senate  
The Honorable Marco Rubio, The US Senate  
The Honorable Jeff Miller, The US House of Representatives  
The Honorable Greg Evers, The Florida Senate  
The Honorable Douglas Vaughn Broxson, The Florida House of Representatives  
Randy Roy, Aviation/Community Planner, NAS Whiting Field

February 18, 2014

Herschel T. Vineyard, Jr.  
Secretary  
Florida Department of Environmental Protection  
3900 Commonwealth Boulevard, M.S. 49  
Tallahassee, Florida 32399

Dear Secretary Vineyard:

Santa Rosa County considers the NAS Whiting Field an integral part of our community. NAS Whiting Field is a major employer to Santa Rosa County citizens, an important economic driver and a member of our community. We recognize that the health of our economy and community are intertwined with NAS Whiting Field's long-term viability. One example demonstrating our common goals is our partnership agreement with NAS Whiting Field, by which we jointly invest in the acquisition of strategic property interests adjacent and in proximity to the base to preclude potential land use conflicts that could interfere with base training operations.

The County also recognizes that our economic health is tied to the health of our natural resources. Santa Rosa County's history is inextricably tied to the sustainable management of our natural resources including timber production. The State of Florida recognizes the interplay between a healthy, managed natural resource system and the benefits it provides to habitat and watershed protection and a diversified economy through the establishment of the Blackwater River State Forest and management of the natural resources. Moreover, two designated Florida Forever project areas, Clear Creek and Wolfe Creek Forest, are lands of interest both to the state and NAS Whiting Field for land conservation and preventing land use conflicts.

We write to you in support of a current opportunity to further the NAS Whiting Field base buffering program, forestland conservation, water quality preservation and economic diversification. Wolfe Creek Forest, a mostly contiguous 10,000-acre tract of land in northern Santa Rosa County under single ownership is available for purchase. The property's strategic location between NAS Whiting Field and the Blackwater River State Forest can significantly further NAS Whiting Field's efforts to preclude land use conflicts with base operations. Additional significant benefits that this effort will further include restoring the longleaf pine ecosystem that is a part of our history in Santa Rosa County and preserving of the watershed of Blackwater River and a popular tourist destination – Big Coldwater Creek. This property comprises the entire state-designated Florida Forever project Wolfe Creek Forest. As you may already be aware, the Florida Department of Environmental Protection was invited by the US Department of Defense's Readiness and Environmental Protection Integration (REPI) Program to submit an application for the 2014 REPI Program Challenge grant for this acquisition near NAS Whiting Field. We support this effort.

The property owner has engaged the services of The Trust for Public Land, a national land conservation organization, which is endeavoring to coordinate the numerous public and private partners and funding sources necessary to successfully protect this landscape-level property. Available conservation tools include fee simple acquisitions and particularly conservation easements that can keep the land productive in private ownership. We support TPL's efforts to secure these partnerships and associated funding.

Thank you for your consideration. Please feel free to call me or The Trust for Public Land, whose contact information my office can provide, if you have any specific questions. Thank you very much.

Jim Melvin, Chairman  
County Commission

Cc: The Honorable Bill Nelson, The US Senate  
The Honorable Marco Rubio, The US Senate  
The Honorable Jeff Miller, The US House of Representatives  
The Honorable Greg Evers, The Florida Senate  
The Honorable Douglas Vaughn Broxson, The Florida House of Representatives

PARTIES AND DESCRIPTION OF PROPERTY

1. SALE AND PURCHASE: Whitworth Builders Inc. ("Seller") and Santa Rosa County ("Buyer")

agree to sell and buy on the terms and conditions specified below the property ("Property") described as:

Address: 2 Parcels High School Blvd

Legal Description: Metes and Bounds Parcel ID'S 16-2S-26-0000-00132-0000 and 16-2S-26-0000-00143-0000

including all improvements and the following additional property:

PRICE AND FINANCING

2. PURCHASE PRICE: \$ 32,000.00 payable by Buyer in U.S. funds as follows:

(a) \$ 0.00 Deposit received (checks are subject to clearance) on \_\_\_\_\_ by \_\_\_\_\_ for delivery to Michael Meade PA ("Escrow Agent") (Address of Escrow Agent) 24 Walter Martin Rd. Fort Walton Beach, FL 32548 (Phone # of Escrow Agent) 850-243-3135

(b) \$ \_\_\_\_\_ Additional deposit to be delivered to Escrow Agent by \_\_\_\_\_ or \_\_\_\_\_ days from Effective Date (10 days if left blank).

(c) \_\_\_\_\_ Total financing (see Paragraph 3 below) (express as a dollar amount or percentage)

(d) \$ \_\_\_\_\_ Other: \_\_\_\_\_

(e) \$ 32,000.00 Balance to close (not including Buyer's closing costs, prepaid items and prorations). All funds paid at closing must be paid by locally drawn cashier's check, official check or wired funds.

(f) (complete only if purchase price will be determined based on a per unit cost instead of a fixed price) The unit used to determine the purchase price is \_\_\_\_\_ lot \_\_\_\_\_ acre \_\_\_\_\_ square foot \_\_\_\_\_ other (specify: \_\_\_\_\_) prorating areas of less than a full unit. The purchase price will be \$ \_\_\_\_\_ per unit based on a calculation of total area of the Property as certified to Buyer and Seller by a Florida-licensed surveyor in accordance with Paragraph 8(c) of this Contract. The following rights of way and other areas will be excluded from the calculation: \_\_\_\_\_

3. CASH/FINANCING: (Check as applicable) (a) Buyer will pay cash for the Property with no financing contingency. (b) This Contract is contingent on Buyer qualifying and obtaining the commitment(s) or approval(s) specified below (the "Financing") within \_\_\_\_\_ days from Effective Date (if left blank then Closing Date or 30 days from Effective Date, whichever occurs first) (the "Financing Period"). Buyer will apply for Financing within \_\_\_\_\_ days from Effective Date (5 days if left blank) and will timely provide any and all credit, employment, financial and other information required by the lender. If Buyer, after using diligence and good faith, cannot obtain the Financing within the Financing Period, either party may cancel this Contract and Buyer's deposit(s) will be returned after Escrow Agent receives proper authorization from all interested parties.

(1) New Financing: Buyer will secure a commitment for new third party financing for \$ \_\_\_\_\_ or \_\_\_\_\_% of the purchase price at the prevailing interest rate and loan costs based on Buyer's creditworthiness. Buyer will keep Seller and Broker fully informed of the loan application status and progress and authorizes the lender or mortgage broker to disclose all such information to Seller and Broker.

(2) Seller Financing: Buyer will execute a \_\_\_\_\_ first \_\_\_\_\_ second purchase money note and mortgage to Seller in the amount of \$ \_\_\_\_\_, bearing annual interest at \_\_\_\_\_% and payable as follows: \_\_\_\_\_

The mortgage, note, and any security agreement will be in a form acceptable to Seller and will follow forms generally accepted in the county where the Property is located; will provide for a late payment fee and acceleration at the mortgagee's

Buyer (\_\_\_\_) (\_\_\_\_) and Seller (\_\_\_\_) (\_\_\_\_) acknowledge receipt of a copy of this page, which is Page 1 of 7 Pages.



option if **Buyer** defaults; will give **Buyer** the right to prepay without penalty all or part of the principal at any time(s) with interest only to date of payment; will be due on conveyance or sale; will provide for release of contiguous parcels, if applicable; and will require **Buyer** to keep liability insurance on the Property, with **Seller** as additional named insured. **Buyer** authorizes **Seller** to obtain credit, employment and other necessary information to determine creditworthiness for the financing. **Seller** will, within 10 days from Effective Date, give **Buyer** written notice of whether or not **Seller** will make the loan.

(3) **Mortgage Assumption:** **Buyer** will take title subject to and assume and pay existing first mortgage to \_\_\_\_\_

LN# \_\_\_\_\_ in the approximate amount of \$ \_\_\_\_\_ currently payable at \$ \_\_\_\_\_ per month including principal, interest,  taxes and insurance and having a  fixed  other (describe) \_\_\_\_\_ interest rate of \_\_\_\_\_% which  will  will not escalate upon assumption. Any variance in the mortgage will be adjusted in the balance due at closing with no adjustment to purchase price. **Buyer** will purchase **Seller's** escrow account dollar for dollar. If the lender disapproves **Buyer**, or the interest rate upon transfer exceeds \_\_\_\_\_% or the assumption/transfer fee exceeds \$ \_\_\_\_\_, either party may elect to pay the excess, failing which this agreement will terminate and **Buyer's** deposit(s) will be returned.

#### CLOSING

**4. CLOSING DATE; OCCUPANCY:** This Contract will be closed and the deed and possession delivered on See Para# 18, \_\_\_\_\_ ("Closing Date"). Unless the Closing Date is specifically extended by the **Buyer** and **Seller** or by any other provision in this Contract, the Closing Date shall prevail over all other time periods including, but not limited to, financing and feasibility study periods. If on Closing Date insurance underwriting is suspended, **Buyer** may postpone closing up to 5 days after the insurance suspension is lifted. If this transaction does not close for any reason, **Buyer** will immediately return all **Seller**-provided title evidence, surveys, association documents and other items.

**5. CLOSING PROCEDURE; COSTS:** Closing will take place in the county where the Property is located and may be conducted by mail or electronic means. If title insurance insures **Buyer** for title defects arising between the title binder effective date and recording of **Buyer's** deed, closing agent will disburse at closing the net sale proceeds to **Seller** (in local cashier's checks if **Seller** requests in writing at least 5 days prior to closing) and brokerage fees to Broker as per Paragraph 17. In addition to other expenses provided in this Contract, **Seller** and **Buyer** will pay the costs indicated below.

**(a) Seller Costs:**

Taxes on the deed  
Recording fees for documents needed to cure title  
Title evidence (if applicable under Paragraph 8)  
Other: \_\_\_\_\_

**(b) Buyer Costs:**

Taxes and recording fees on notes and mortgages  
Recording fees on the deed and financing statements  
Loan expenses  
Lender's title policy at the simultaneous issue rate  
Inspections  
Survey and sketch  
Insurance  
Other: \_\_\_\_\_

**(c) Title Evidence and Insurance: Check (1) or (2):**

(1) The title evidence will be a Paragraph 8(a)(1) owner's title insurance commitment.  **Seller** will select the title agent and will pay for the owner's title policy, search, examination and related charges or  **Buyer** will select the title agent and pay for the owner's title policy, search, examination and related charges or  **Buyer** will select the title agent and **Seller** will pay for the owner's title policy, search, examination and related charges.

(2) **Seller** will provide an abstract as specified in Paragraph 8(a)(2) as title evidence.  **Seller**  **Buyer** will pay for the owner's title policy and select the title agent. **Seller** will pay fees for title searches prior to closing, including tax search and lien search fees, and **Buyer** will pay fees for title searches after closing (if any), title examination fees and closing fees.

**(d) Prorations:** The following items will be made current and prorated as of the day before Closing Date: real estate taxes, interest, bonds, assessments, leases and other Property expenses and revenues. If taxes and assessments for the current year cannot be determined, the previous year's rates will be used with adjustment for any exemptions. **PROPERTY TAX DISCLOSURE SUMMARY: BUYER SHOULD NOT RELY ON THE SELLER'S CURRENT PROPERTY TAXES AS THE AMOUNT OF PROPERTY TAXES THAT BUYER MAY BE OBLIGATED TO PAY IN THE YEAR SUBSEQUENT TO PURCHASE. A CHANGE OF OWNERSHIP OR PROPERTY IMPROVEMENTS TRIGGERS REASSESSMENTS OF THE PROPERTY THAT COULD RESULT IN HIGHER PROPERTY TAXES. IF YOU HAVE ANY QUESTIONS CONCERNING VALUATION, CONTACT THE COUNTY PROPERTY APPRAISER'S OFFICE FOR FURTHER INFORMATION.**

**(e) Special Assessment by Public Body:** Regarding special assessments imposed by a public body, **Seller** will pay (i) the full amount of liens that are certified, confirmed and ratified before closing and (ii) the amount of the last estimate of the assessment

**Buyer** (\_\_\_\_) (\_\_\_\_) and **Seller** (\_\_\_\_) (\_\_\_\_) acknowledge receipt of a copy of this page, which is Page 2 of 7 Pages.

111 if an improvement is substantially completed as of Effective Date but has not resulted in a lien before closing, and **Buyer** will pay  
112\* all other amounts. If special assessments may be paid in installments  **Buyer**  **Seller** (if left blank, **Buyer**) shall pay installments  
113 due after closing. If **Seller** is checked, **Seller** will pay the assessment in full prior to or at the time of closing. Public body does  
114 not include a Homeowner Association or Condominium Association.

115 **(f) Tax Withholding:** If **Seller** is a "foreign person" as defined by FIRPTA, Section 1445 of the Internal Revenue Code  
116 requires **Buyer** to withhold 10% of the amount realized by the **Seller** on the transfer and remit the withheld amount to the  
117 Internal Revenue Service (IRS) unless an exemption applies. The primary exemptions are (1) **Seller** provides **Buyer** with an  
118 affidavit that **Seller** is not a "foreign person", (2) **Seller** provides **Buyer** with a Withholding Certificate providing for reduced or  
119 eliminated withholding, or (3) the gross sales price is \$300,000 or less, **Buyer** is an individual who purchases the Property to  
120 use as a residence, and **Buyer** or a member of **Buyer's** family has definite plans to reside at the Property for at least 50% of  
121 the number of days the Property is in use during each of the first two 12 month periods after transfer. The IRS requires **Buyer**  
122 and **Seller** to have a U.S. federal taxpayer identification number ("TIN"). **Buyer** and **Seller** agree to execute and deliver as  
123 directed any instrument, affidavit or statement reasonably necessary to comply with FIRPTA requirements including applying  
124 for a TIN within 3 days from Effective Date and delivering their respective TIN or Social Security numbers to the Closing Agent.  
125 If **Seller** applies for a withholding certificate but the application is still pending as of closing, **Buyer** will place the 10% tax in  
126 escrow at **Seller's** expense to be disbursed in accordance with the final determination of the IRS, provided **Seller** so requests  
127 and gives **Buyer** notice of the pending application in accordance with Section 1445. If **Buyer** does not pay sufficient cash at  
128 closing to meet the withholding requirement, **Seller** will deliver to **Buyer** at closing the additional cash necessary to satisfy the  
129 requirement. **Buyer** will timely disburse the funds to the IRS and provide **Seller** with copies of the tax forms and receipts.

130 **(g) 1031 Exchange:** If either **Seller** or **Buyer** wishes to enter into a like-kind exchange (either simultaneously with closing or  
131 after) under Section 1031 of the Internal Revenue Code ("Exchange"), the other party will cooperate in all reasonable respects  
132 to effectuate the Exchange including executing documents; provided, however, that the cooperating party will incur no liability  
133 or cost related to the Exchange and that the closing shall not be contingent upon, extended or delayed by the Exchange.

#### 134 **PROPERTY CONDITION**

135 **6. LAND USE:** **Seller** will deliver the Property to **Buyer** at the time agreed in its present "as is" condition, with conditions  
136 resulting from **Buyer's** Inspections and casualty damage, if any, excepted. **Seller** will maintain the landscaping and  
137 grounds in a comparable condition and will not engage in or permit any activity that would materially alter the Property's  
138 condition without the **Buyer's** prior written consent.

139 **(a) Flood Zone:** **Buyer** is advised to verify by survey, with the lender and with appropriate government agencies which  
140 flood zone the Property is in, whether flood insurance is required and what restrictions apply to improving the Property and  
141 rebuilding in the event of casualty.

142 **(b) Government Regulation:** **Buyer** is advised that changes in government regulations and levels of service which  
143 affect **Buyer's** intended use of the Property will not be grounds for canceling this Contract if the Feasibility Study  
144 Period has expired or if **Buyer** has checked choice (c)(2) below.

145 **(c) Inspections:** (check (1) or (2) below)

146\*  **(1) Feasibility Study:** **Buyer** will, at **Buyer's** expense and within 30 days from Effective Date ("Feasibility Study  
147\* Period"), determine whether the Property is suitable, in **Buyer's** sole and absolute discretion, for \_\_\_\_\_

148\* \_\_\_\_\_ use. During the Feasibility Study Period, **Buyer** may conduct a Phase I environmental  
149 assessment and any other tests, analyses, surveys and investigations ("Inspections") that **Buyer** deems necessary to  
150 determine to **Buyer's** satisfaction the Property's engineering, architectural and environmental properties; zoning and  
151 zoning restrictions; subdivision statutes; soil and grade; availability of access to public roads, water, and other utilities;  
152 consistency with local, state and regional growth management plans; availability of permits, government approvals, and  
153 licenses; and other Inspections that **Buyer** deems appropriate to determine the Property's suitability for the **Buyer's**  
154 intended use. If the Property must be rezoned, **Buyer** will obtain the rezoning from the appropriate government agencies.  
155 **Seller** will sign all documents **Buyer** is required to file in connection with development or rezoning approvals.

156 **Seller** gives **Buyer**, its agents, contractors and assigns, the right to enter the Property at any time during the Feasibility  
157 Study Period for the purpose of conducting Inspections; provided, however, that **Buyer**, its agents, contractors and  
158 assigns enter the Property and conduct Inspections at their own risk. **Buyer** will indemnify and hold **Seller** harmless  
159 from losses, damages, costs, claims and expenses of any nature, including attorneys' fees, expenses and liability  
160 incurred in application for rezoning or related proceedings, and from liability to any person, arising from the conduct of  
161 any and all Inspections or any work authorized by **Buyer**. **Buyer** will not engage in any activity that could result in a  
162 construction lien being filed against the Property without **Seller's** prior written consent. If this transaction does not  
163 close, **Buyer** will, at **Buyer's** expense, (1) repair all damages to the Property resulting from the Inspections and  
164 return the Property to the condition it was in prior to conduct of the Inspections, and (2) release to **Seller** all reports  
165 and other work generated as a result of the Inspections.

166 **Buyer** will deliver written notice to **Seller** prior to the expiration of the Feasibility Study Period of **Buyer's**  
167 determination of whether or not the Property is acceptable. **Buyer's** failure to comply with this notice requirement  
168 will constitute acceptance of the Property as suitable for **Buyer's** intended use in its "as is" condition. If the Property  
169 is unacceptable to **Buyer** and written notice of this fact is timely delivered to **Seller**, this Contract will be deemed  
170 terminated as of the day after the Feasibility Study period ends and **Buyer's** deposit(s) will be returned after Escrow  
171 Agent receives proper authorization from all interested parties.

172\*  **(2) No Feasibility Study:** **Buyer** is satisfied that the Property is suitable for **Buyer's** purposes, including being  
173 satisfied that either public sewerage and water are available to the Property or the Property will be approved for the

174\* **Buyer** (\_\_\_\_) (\_\_\_\_) and **Seller** (\_\_\_\_) (\_\_\_\_) acknowledge receipt of a copy of this page, which is Page 3 of 7 Pages.

175 installation of a well and/or private sewerage disposal system and that existing zoning and other pertinent regulations  
176 and restrictions, such as subdivision or deed restrictions, concurrency, growth management and environmental  
177 conditions, are acceptable to **Buyer**. This Contract is not contingent on **Buyer** conducting any further investigations.  
178 **(d) Subdivided Lands:** If this Contract is for the purchase of subdivided lands, defined by Florida Law as "(a) Any  
179 contiguous land which is divided or is proposed to be divided for the purpose of disposition into 50 or more lots,  
180 parcels, units, or interests; or (b) Any land, whether contiguous or not, which is divided or proposed to be divided into  
181 50 or more lots, parcels, units, or interests which are offered as a part of a common promotional plan.", **Buyer** may  
182 cancel this Contract for any reason whatsoever for a period of 7 business days from the date on which **Buyer** executes  
183 this Contract. If **Buyer** elects to cancel within the period provided, all funds or other property paid by **Buyer** will be  
184 refunded without penalty or obligation within 20 days of the receipt of the notice of cancellation by the developer.

185 **7. RISK OF LOSS; EMINENT DOMAIN:** If any portion of the Property is materially damaged by casualty before closing,  
186 or **Seller** negotiates with a governmental authority to transfer all or part of the Property in lieu of eminent domain proceedings,  
187 or if an eminent domain proceeding is initiated, **Seller** will promptly inform **Buyer**. Either party may cancel this Contract  
188 by written notice to the other within 10 days from **Buyer's** receipt of **Seller's** notification, failing which **Buyer** will close in  
189 accordance with this Contract and receive all payments made by the government authority or insurance company, if any.

#### 190 TITLE

191 **8. TITLE:** **Seller** will convey marketable title to the Property by statutory warranty deed or trustee, personal representative  
192 or guardian deed as appropriate to **Seller's** status.

193 **(a) Title Evidence:** Title evidence will show legal access to the Property and marketable title of record in **Seller** in  
194 accordance with current title standards adopted by the Florida Bar, subject only to the following title exceptions, none of  
195 which prevent **Buyer's** intended use of the Property as \_\_\_\_\_: covenants, easements and  
196 restrictions of record; matters of plat; existing zoning and government regulations; oil, gas and mineral rights of record if  
197 there is no right of entry; current taxes; mortgages that **Buyer** will assume; and encumbrances that **Seller** will discharge at  
198 or before closing. **Seller** will deliver to **Buyer** **Seller's** choice of one of the following types of title evidence,  
199 which must be generally accepted in the county where the Property is located (specify in Paragraph **5(c)** the selected  
200 type). **Seller** will use option (1) in Palm Beach County and option (2) in Miami-Dade County.

201 **(1) A title insurance commitment** issued by a Florida-licensed title insurer in the amount of the purchase price and  
202 subject only to title exceptions set forth in this Contract and delivered no later than 2 days before Closing Date.

203 **(2) An existing abstract of title** from a reputable and existing abstract firm (if firm is not existing, then abstract must be  
204 certified as correct by an existing firm) purporting to be an accurate synopsis of the instruments affecting title to the  
205 Property recorded in the public records of the county where the Property is located and certified to Effective Date.  
206 However if such an abstract is not available to **Seller**, then a **prior owner's title policy** acceptable to the proposed insurer  
207 as a base for reissuance of coverage. **Seller** will pay for copies of all policy exceptions and an update in a format  
208 acceptable to **Buyer's** closing agent from the policy effective date and certified to **Buyer** or **Buyer's** closing agent,  
209 together with copies of all documents recited in the prior policy and in the update. If a prior policy is not available to  
210 **Seller** then (1) above will be the title evidence. Title evidence will be delivered no later than 10 days before Closing Date.

211 **(b) Title Examination:** **Buyer** will examine the title evidence and deliver written notice to **Seller**, within 5 days from receipt  
212 of title evidence but no later than Closing Date, of any defects that make the title unmarketable. **Seller** will have 30 days  
213 from receipt of **Buyer's** notice of defects ("Curative Period") to cure the defects at **Seller's** expense. If **Seller** cures the  
214 defects within the Curative Period, **Seller** will deliver written notice to **Buyer** and the parties will close the transaction on  
215 Closing Date or within 10 days from **Buyer's** receipt of **Seller's** notice if Closing Date has passed. If **Seller** is unable to  
216 cure the defects within the Curative Period, **Seller** will deliver written notice to **Buyer** and **Buyer** will, within 10 days from  
217 receipt of **Seller's** notice, either cancel this Contract or accept title with existing defects and close the transaction.

218 **(c) Survey:** **Buyer** may, prior to Closing Date and at **Buyer's** expense, have the Property surveyed and deliver written  
219 notice to **Seller**, within 5 days from receipt of survey but no later than 5 days prior to closing, of any encroachments on  
220 the Property, encroachments by the Property's improvements on other lands or deed restriction or zoning violations. Any  
221 such encroachment or violation will be treated in the same manner as a title defect and **Buyer's** and **Seller's** obligations  
222 will be determined in accordance with subparagraph **(b)** above.

223 **(d) Coastal Construction Control Line:** If any part of the Property lies seaward of the coastal construction control line as  
224 defined in Section 161.053 of the Florida Statutes, **Seller** shall provide **Buyer** with an affidavit or survey as required by law  
225 delineating the line's location on the Property, unless **Buyer** waives this requirement in writing. The Property being purchased  
226 may be subject to coastal erosion and to federal, state, or local regulations that govern coastal property, including delineation  
227 of the coastal construction control line, rigid coastal protection structures, beach nourishment, and the protection of marine  
228 turtles. Additional information can be obtained from the Florida Department of Environmental Protection, including whether  
229 there are significant erosion conditions associated with the shoreline of the Property being purchased.

230  **Buyer** waives the right to receive a CCCL affidavit or survey.

#### 231 MISCELLANEOUS

232 **9. EFFECTIVE DATE; TIME; FORCE MAJEURE:**

233 **(a) Effective Date:** The "Effective Date" of this Contract is the date on which the last of the parties initials or signs and  
234 delivers final offer or counteroffer. **Time is of the essence for all provisions of this Contract.**

235 **(b) Time:** All time periods expressed as days will be computed in business days (a "business day" is every calendar day  
236 except Saturday, Sunday and national legal holidays). If any deadline falls on a Saturday, Sunday or national legal

237 **Buyer** (\_\_\_\_) (\_\_\_\_) and **Seller** (\_\_\_\_) (\_\_\_\_) acknowledge receipt of a copy of this page, which is Page 4 of 7 Pages.

238 holiday, performance will be due the next business day. All time periods will end at 5:00 p.m. local time (meaning in the  
239 county where the Property is located) of the appropriate day.

240 (c) **Force Majeure:** **Buyer** or **Seller** shall not be required to perform any obligation under this Contract or be liable to  
241 each other for damages so long as the performance or non-performance of the obligation is delayed, caused or prevented  
242 by an act of God or force majeure. An "act of God" or "force majeure" is defined as hurricanes, earthquakes, floods, fire,  
243 unusual transportation delays, wars, insurrections and any other cause not reasonably within the control of the **Buyer** or  
244 **Seller** and which by the exercise of due diligence the non-performing party is unable in whole or in part to prevent or  
245 overcome. All time periods, including Closing Date, will be extended (not to exceed 30 days) for the period that the force  
246 majeure or act of God is in place. In the event that such "act of God" or "force majeure" event continues beyond the 30  
247 days in this sub-paragraph, either party may cancel the Contract by delivering written notice to the other and **Buyer's**  
248 deposit shall be refunded.

249 **10. NOTICES:** All notices shall be in writing and will be delivered to the parties and Broker by mail, personal delivery or  
250 electronic media. **Buyer's failure to deliver timely written notice to Seller, when such notice is required by this Contract,**  
251 **regarding any contingencies will render that contingency null and void and the Contract will be construed as if the**  
252 **contingency did not exist. Any notice, document or item delivered to or received by an attorney or licensee (including a**  
253 **transaction broker) representing a party will be as effective as if delivered to or by that party.**

254 **11. COMPLETE AGREEMENT:** This Contract is the entire agreement between **Buyer** and **Seller**. **Except for brokerage**  
255 **agreements, no prior or present agreements will bind Buyer, Seller or Broker unless incorporated into this Contract.**  
256 Modifications of this Contract will not be binding unless in writing, signed or initialed and delivered by the party to be bound.  
257 This Contract, signatures, initials, documents referenced in this Contract, counterparts and written modifications  
258 communicated electronically or on paper will be acceptable for all purposes, including delivery, and will be binding. Handwritten  
259 or typewritten terms inserted in or attached to this Contract prevail over preprinted terms. If any provision of this Contract is or  
260 becomes invalid or unenforceable, all remaining provisions will continue to be fully effective. **Buyer** and **Seller** will use diligence  
261 and good faith in performing all obligations under this Contract. This Contract will not be recorded in any public records.

262 **12. ASSIGNABILITY; PERSONS BOUND:** **Buyer** may not assign this Contract without **Seller's** written consent. The terms  
263 "**Buyer**," "**Seller**," and "**Broker**" may be singular or plural. This Contract is binding on the heirs, administrators, executors,  
264 personal representatives and assigns (if permitted) of **Buyer**, **Seller** and **Broker**.

#### 265 **DEFAULT AND DISPUTE RESOLUTION**

266 **13. DEFAULT: (a) Seller Default:** If for any reason other than failure of **Seller** to make **Seller's** title marketable after diligent effort,  
267 **Seller** fails, refuses or neglects to perform this Contract, **Buyer** may choose to receive a return of **Buyer's** deposit without  
268 waiving the right to seek damages or to seek specific performance as per Paragraph 14. **Seller** will also be liable to Broker for  
269 the full amount of the brokerage fee. **(b) Buyer Default:** If **Buyer** fails to perform this Contract within the time specified, including  
270 timely payment of all deposits, **Seller** may choose to retain and collect all deposits paid and agreed to be paid as liquidated  
271 damages or to seek specific performance as per Paragraph 14; and Broker will, upon demand, receive 50% of all deposits  
272 paid and agreed to be paid (to be split equally among Brokers) up to the full amount of the brokerage fee.

273 **14. DISPUTE RESOLUTION:** This Contract will be construed under Florida law. All controversies, claims, and other matters in  
274 question arising out of or relating to this transaction or this Contract or its breach will be settled as follows:

275 **(a) Disputes concerning entitlement to deposits made and agreed to be made:** **Buyer** and **Seller** will have 30 days from  
276 the date conflicting demands are made to attempt to resolve the dispute through **mediation**. If that fails, Escrow Agent  
277 will submit the dispute, if so required by Florida law, to Escrow Agent's choice of arbitration, a Florida court or the  
278 Florida Real Estate Commission ("FREC"). **Buyer** and **Seller** will be bound by any resulting award, judgment or order. A  
279 broker's obligation under Chapter 475, FS and the FREC rules to timely notify the FREC of an escrow dispute and timely  
280 resolve the escrow dispute through mediation, arbitration, interpleader, or an escrow disbursement order, if the broker so  
281 chooses, applies only to brokers and does not apply to title companies, attorneys or other escrow companies.

282 **(b) All other disputes:** **Buyer** and **Seller** will have 30 days from the date a dispute arises between them to attempt to  
283 resolve the matter through mediation, failing which the parties will resolve the dispute through neutral binding  
284 **arbitration** in the county where the Property is located. The arbitrator may not alter the Contract terms or award any  
285 remedy not provided for in this Contract. The award will be based on the greater weight of the evidence and will  
286 state findings of fact and the contractual authority on which it is based. If the parties agree to use discovery, it will  
287 be in accordance with the Florida Rules of Civil Procedure and the arbitrator will resolve all discovery-related  
288 disputes. Any disputes with a real estate licensee named in Paragraph 17 will be submitted to arbitration only if the  
289 licensee's broker consents in writing to become a party to the proceeding. This clause will survive closing.

290 **(c) Mediation and Arbitration; Expenses:** "Mediation" is a process in which parties attempt to resolve a dispute by  
291 submitting it to an impartial mediator who facilitates the resolution of the dispute but who is not empowered to impose a  
292 settlement on the parties. Mediation will be in accordance with the rules of the American Arbitration Association ("AAA") or  
293 other mediator agreed on by the parties. The parties will equally divide the mediation fee, if any. "Arbitration" is a process in  
294 which the parties resolve a dispute by a hearing before a neutral person who decides the matter and whose decision is  
295 binding on the parties. Arbitration will be in accordance with the rules of the AAA or other arbitrator agreed on by the parties.  
296 Each party to any arbitration will pay its own fees, costs and expenses, including attorneys' fees, and will equally split the  
297 arbitrators' fees and administrative fees of arbitration. In a civil action to enforce an arbitration award, the prevailing party to the  
298 arbitration shall be entitled to recover from the nonprevailing party reasonable attorneys' fees, costs and expenses.

299\* **Buyer** (\_\_\_\_) (\_\_\_\_) and **Seller** (\_\_\_\_) (\_\_\_\_) acknowledge receipt of a copy of this page, which is Page 5 of 7 Pages.

ESCROW AGENT AND BROKER

300
301 15. ESCROW AGENT: Buyer and Seller authorize Escrow Agent to receive, deposit and hold funds and other items in
302 escrow and, subject to clearance, disburse them upon proper authorization and in accordance with Florida law and the terms
303 of this Contract, including disbursing brokerage fees. The parties agree that Escrow Agent will not be liable to any person for
304 misdelivery of escrowed items to Buyer or Seller, unless the misdelivery is due to Escrow Agent's willful breach of this
305 Contract or gross negligence. If Escrow Agent interpleads the subject matter of the escrow, Escrow Agent will pay the
306 filing fees and costs from the deposit and will recover reasonable attorneys' fees and costs to be paid from the
307 escrowed funds or equivalent and charged and awarded as court costs in favor of the prevailing party. All claims
308 against Escrow Agent will be arbitrated, so long as Escrow Agent consents to arbitrate.

309 16. PROFESSIONAL ADVICE; BROKER LIABILITY: Broker advises Buyer and Seller to verify all facts and representations
310 that are important to them and to consult an appropriate professional for legal advice (for example, interpreting contracts,
311 determining the effect of laws on the Property and transaction, status of title, foreign investor reporting requirements, the
312 effect of property lying partially or totally seaward of the Coastal Construction Control Line, etc.) and for tax, property
313 condition, environmental and other specialized advice. Buyer acknowledges that Broker does not reside in the Property
314 and that all representations (oral, written or otherwise) by Broker are based on Seller representations or public records.
315 Buyer agrees to rely solely on Seller, professional inspectors and governmental agencies for verification of the Property
316 condition and facts that materially affect Property value. Buyer and Seller respectively will pay all costs and expenses,
317 including reasonable attorneys' fees at all levels, incurred by Broker and Broker's officers, directors, agents and employees
318 in connection with or arising from Buyer's or Seller's misstatement or failure to perform contractual obligations. Buyer
319 and Seller hold harmless and release Broker and Broker's officers, directors, agents and employees from all liability for
320 loss or damage based on (1) Buyer's or Seller's misstatement or failure to perform contractual obligations; (2) Broker's
321 performance, at Buyer's and/or Seller's request, of any task beyond the scope of services regulated by Chapter 475,
322 F.S., as amended, including Broker's referral, recommendation or retention of any vendor; (3) products or services
323 provided by any vendor; and (4) expenses incurred by any vendor. Buyer and Seller each assume full responsibility for
324 selecting and compensating their respective vendors. This paragraph will not relieve Broker of statutory obligations. For
325 purposes of this paragraph, Broker will be treated as a party to this Contract. This paragraph will survive closing.

326 17. BROKERS: The licensee(s) and brokerage(s) named below are collectively referred to as "Broker." Instruction to Closing
327 Agent: Seller and Buyer direct closing agent to disburse at closing the full amount of the brokerage fees as specified in
328 separate brokerage agreements with the parties and cooperative agreements between the brokers, except to the extent
329 Broker has retained such fees from the escrowed funds. In the absence of such brokerage agreements, closing agent will
330 disburse brokerage fees as indicated below. This paragraph will not be used to modify any MLS or other offer of
331 compensation made by Seller or listing broker to cooperating brokers.

332\* \_\_\_\_\_
333\* Selling Sales Associate/License No. \_\_\_\_\_ Selling Firm/Brokerage Fee: (\$ or % of Purchase Price) \_\_\_\_\_

334\* \_\_\_\_\_
335\* Listing Sales Associate/License No. \_\_\_\_\_ Listing Firm/Brokerage fee: (\$ or % of Purchase Price) \_\_\_\_\_

ADDITIONAL TERMS

- 337\* 18. ADDITIONAL TERMS:
338\* 1. Closing Agent to be Meade Law Firm 24 WALTER MARTIN RD.
339\* FORT WALTON BEACH, FL 32578 (850) 243-3135
340\* 2. CLOSING TO BE 60 DAYS FROM EFFECTIVE DATE or Sooner
341\*
342\* 3. Seller agrees that should Buyer choose to assign this contract, Seller would sign a new contract
343\* with the same price & terms as this contract.
344\*
345\*
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357\*

358\* Buyer ( ) ( ) and Seller ( ) ( ) acknowledge receipt of a copy of this page, which is Page 6 of 7 Pages.
VAC-9 Rev. 4/07 © 2007 Florida Association of REALTORS® All Rights Reserved

359\* \_\_\_\_\_  
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375\* \_\_\_\_\_

376 This is intended to be a legally binding contract. If not fully understood, seek the advice of an attorney prior to signing.

377 **OFFER AND ACCEPTANCE**

378\* (Check if applicable:  Buyer received a written real property disclosure statement from Seller before making this Offer.)  
379 Buyer offers to purchase the Property on the above terms and conditions. Unless this Contract is signed by Seller and a  
380 copy delivered to Buyer no later than 5:00  a.m.  p.m. on \_\_\_\_\_, 2014, this offer will be  
381 revoked and Buyer's deposit refunded subject to clearance of funds.

382 **COUNTER OFFER/ REJECTION**

383\*  Seller counters Buyer's offer (to accept the counter offer, Buyer must sign or initial the counter offered terms and deliver a  
384 copy of the acceptance to Seller. Unless otherwise stated, the time for acceptance of any counteroffers shall be 2 days from  
385 the date the counter is delivered.  Seller rejects Buyer's offer.

386\* Date: \_\_\_\_\_ Buyer: \_\_\_\_\_  
387\* Print name: \_\_\_\_\_

388\* Date: \_\_\_\_\_ Buyer: \_\_\_\_\_  
389\* Phone: \_\_\_\_\_ Print name: \_\_\_\_\_  
390\* Fax: \_\_\_\_\_ Address: \_\_\_\_\_  
391\* E-mail: \_\_\_\_\_

392\* Date: \_\_\_\_\_ Seller: \_\_\_\_\_  
393\* Print name: \_\_\_\_\_

394\* Date: \_\_\_\_\_ Seller: \_\_\_\_\_  
395\* Phone: \_\_\_\_\_ Print name: \_\_\_\_\_  
396\* Fax: \_\_\_\_\_ Address: \_\_\_\_\_  
397\* E-mail: \_\_\_\_\_

398\* **Effective Date:** \_\_\_\_\_ (The date on which the last party signed or initialed and delivered the final offer or counteroffer.)

399\* Buyer (\_\_\_\_) (\_\_\_\_) and Seller (\_\_\_\_) (\_\_\_\_) acknowledge receipt of a copy of this page, which is Page 7 of 7 Pages.

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# SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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

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

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

TO: Board of Commissioners

FROM: *HW* Hunter Walker, County Administrator

DATE: April 2, 2014

SUBJECT: West Florida Recycling, Inc.

At the February 27, 2014 meeting the Board approved issuing a thirty (30) day notice to West Florida Recycling, Inc. to correct deficiencies in the contract for transportation and processing of recyclable material. West Florida Recycling appears to be processing our recyclable material with no appreciable backlog of stored material at Central Landfill and is maintaining service at the seventeen (17) remaining collection sites, again with no appreciable backlog.

As of April 1, 2014 West Florida Recycling, Inc. owes Santa Rosa County \$60,378.93. West Florida Recycling, Inc. has filed for reorganization under Chapter 11 bankruptcy protection and according to the County Attorney Santa Rosa County will file the appropriate claim with the bankruptcy trustee regarding the debt.

The Request for Proposals solicitation for other firms to provide this service has been advertised and a pre-bid conference held with several interested parties. It will be interested to see if what that solicitation yields. I believe Escambia County has also solicited proposals and it would seem the long term solution lies in a multi-county approach to recycling.



## Santa Rosa County Board of County Commissioners

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

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

### MEMORANDUM

TO: Hunter Walker

FROM: Sheila Harris

DATE: April 2, 2014

SUBJECT: Settlers Colony HMGP Grant – Modification #1

---

At the December 12, 2013 meeting, the Board approved the Phase I HMGP grant agreement for drainage improvements to the Settlers Colony area. Due to the limited funding allocation for Santa Rosa County at the time, the amount of federal funding listed in the agreement was \$20,110 and the local match requirement was \$59,890 for a total estimated Phase I engineering cost of \$80,000.

We requested additional Tier funds and have received approval to increase the federal share to 75% consistent with previous HMGP drainage projects. The attached modification reflects the increase in federal share to 75%; authorizes reimbursement of pre-award costs associated with development of the grant application in the amount of \$23,840; and approves \$3,500 for project management costs associated with Phase I.

In addition to approval of the modification, also attached is a change order in the amount of \$3,500 with Pegasus Engineering for Project Management services during Phase I.

The design phase of the project is currently underway. The surveying and geotechnical testing is complete and 30% designs are expected in May. Upon completion of the design in or before October, we will submit the documents to the State and FEMA and request approval of a Phase II construction grant agreement. At a minimum, we expect to have approximately \$130,000 in federal funds to apply towards Phase II construction and possibly more if we can successfully draw down additional Tier III funds if available. Please add these two items to next week's agenda.



MAR 27 2014  
All  
Adm  
Angie

**Economic Development Council**  
*of Okaloosa County, Florida*

March 24, 2014

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

Dear Chairman Melvin:

The Economic Development Council (EDC) of Okaloosa County recently formalized the Community Partnership Initiative (CPI) upon receiving a grant award from the Florida Defense Support Task Force (FDSTF). The grant's scope of work calls for the research and identification of partnership opportunities between military installations and local governments in Santa Rosa, Okaloosa and Walton counties. Potential partnership opportunities include real property agreements, energy service contracts, and shared municipal services. In addition to mutually beneficial cost savings resulting from leveraged resources and capabilities, such projects also have the potential of positioning our military installations in a favorable light, especially in light of today's cost conscious operating environment.

The EDC wishes for the CPI to be a focused effort involving community partners with valued expertise and relationships that can positively impact the desired outcome. For these reasons, the EDC has established a Board of Directors as defined in our CPI Charter (enclosed). We would greatly appreciate Santa Rosa County's participation in this important undertaking, and respectfully request that you provide the EDC with the name of the representative you wish to nominate for service on the CPI Board of Directors. (In the event that you wish to serve as the County's CPI designee, please simply let us know that). Given the urgency required to meet the Scope of Work as defined under the FDSTF grant, we ask that you supply this name to us as soon as practicable, but not later than April 10, 2014.

We appreciate your consideration of our request for Santa Rosa County's participation in the EDC's Community Partnership Initiative, and we stand ready to answer any questions that you may have.

Sincerely,

Nathan Sparks, CECD  
Executive Director

Enclosure

*P.O. Box 4097, Fort Walton Beach, FL 32549*

*(850) 651-7374 (800) 995-7374 toll-free (850) 651-7378 fax [www.florida-edc.org](http://www.florida-edc.org)*

# Community Partnership Initiative

~ CPI ~

---

## CPI CHARTER

As military installations continue to plan for the fiscal impact of a declining U.S. Department of Defense (DOD) budget, bases are being encouraged to engage in innovative community partnerships designed to lessen operational costs while also providing tangible benefit to the installation's host community. Eglin AFB and the local community serve as a national model for collaboration and Public-Public, Public-Private Partnerships (P4), particularly in real property and energy service contracts. In an effort to expand on these successes, the Economic Development Council of Okaloosa County (EDC) originated the Community Partnership Initiative (CPI) in 2014.

### Objective

*To leverage military installations and local community capabilities and resources to achieve and reduce operating and service costs in support of the military mission.*

### Mission Statement

*To function as the tri-county community partnership facilitator identifying and supporting public-private partnerships capable of sustaining military base missions and municipal functions at reduced expenditure for all parties.*

## CPI Management / Oversight

As an EDC committee, the day-to-day responsibilities of the CPI will be overseen by a contracted consultant (or consulting entity) that is supported by the EDC's DSI/CPI manager. The CPI Consultant will be selected by the Steering Group and overseen by the EDC Executive Director with support from the Steering Group. The consultant is responsible for the efficient oversight of CPI activities and any support subcontractors. The Steering Group serves as the leadership working group. The Steering Group consists of:

1. DSI Chairman
2. EDC DSI/CPI Manager
3. EDC Executive Director
4. EDC Associate Director
5. EDC Military Advisor
6. EDC Military Consultant
7. Others as Invited

## **Steering Group Duties**

The objective of the Steering Group is to provide a leadership assistance role for efficient and effective execution of the CPI program of work. The parties of the Steering Group offer their subject matter expertise in the decision-making process. This includes, but is not limited to, selecting and overseeing the CPI Consultant, overseeing the selection and acceptance process for

CPI members and outreach partners, and overseeing the successful completion of the 2014 Florida Defense Support Task Force Grant Award.

## **CPI Board**

The CPI Board will meet regularly on a date and time determined by the Steering Group and participation is by invitation only. Membership is by nomination and Steering Group approval. CPI members represent the public and private entities adding value to the collaboration process. Members are selected based on the skills, relationships, knowledge and expertise they possess. The following entities / organizations shall be targeted for CPI board participation:

### **CPI Board Members**

- CPI Steering Group
- Gulf Power
- CHELCO
- Waste Management
- Okaloosa County
- Walton County
- Santa Rosa County
- Eglin AFB Representative
- Hurlburt Field Representative
- Mid-Bay Bridge Authority
- Okaloosa Gas
- Building Industry Association of Okaloosa & Walton Counties
- Emerald Coast Association of Realtors
- Financial Institution
- Okaloosa County Military Sustainability Partnership
- League of Cities Representative
- CareerSource Okaloosa-Walton
- Site Engineering / Site Development Planner
- Others as Deemed Appropriate by Steering Group

A current CPI Board roster is available separately.

## **CPI Collaborative Partners**

CPI collaborative partners shall be comprised of vendors, service providers and other organizations with business interests at Eglin AFB may be identified as deemed appropriate by the CPI Steering Group. The specific role of this group will be defined as needed.

## **CPI Program of Work**

A current CPI Program of Work is available separately.

## Hunter Walker

---

**From:** Avis Whitfield  
**Sent:** Thursday, April 03, 2014 12:27 PM  
**To:** Hunter Walker  
**Cc:** Stephen Furman  
**Subject:** Bagdad Millsite

Hunter,

Our concrete demolition work at the Bagdad Millsite project has resulted in significant piles of concrete that need to be removed from the site. Much of the concrete is in large pieces that would need to be further broken in order to haul on dump trucks. Additionally, there is a large amount of steel that needs to be removed from much of the concrete. It will be a considerable work effort for us to break, remove steel, load and haul the material. Therefore, we solicited proposals from two local businesses that process concrete to sell. Pete Russell with WPR was not interested due to a heavy work schedule. Steve Cummings with Salter's Three C's indicated he would remove the concrete from the site at no charge. I recommend approval of the proposal from Salter's Three C's to remove the concrete and steel at no cost to the County.

Avis Whitfield  
Director  
Santa Rosa County Public Works

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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.

No support documentation for this agenda item.

ORDINANCE NO. 2014 - \_\_\_\_

AN ORDINANCE RELATING TO SANTA ROSA COUNTY, FLORIDA;  
AMENDING ORDINANCE 2006-38 AS AMENDED, SECTION 1;  
PROVIDING FOR THE ESTABLISHMENT OF BOARDS OF  
ADJUSTMENT AND APPEAL, ESTABLISHMENT AND APPOINTMENT  
OF MEMBERS; PROVIDING FOR CODIFICATION; AND PROVIDING  
FOR AN EFFECTIVE DATE.

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

SECTION 1. Section 1 of Ordinance 2006-38 is amended to read as follows: (Language added is printed in type which is **bold underline** type, and language deleted is printed in ~~struck through~~ type.)

SECTION 1. BOARDS OF ADJUSTMENT AND APPEALS, ESTABLISHMENT AND APPOINTMENT OF MEMBERS. There are hereby established the following boards:

Building Code Board of Adjustments and Appeals  
Electrical Board of Adjustments and Appeals

The Building Code Board of Adjustment and Appeals shall consist of seven (7) members as follows: two (2) members shall be either a general, building or residential contractor or combination thereof; one (1) member shall be a mechanical contractor or air conditioning contractor; one (1) member shall be a plumbing contractor; and, three (3) members shall be consumer members who are not, nor have never been a member or practitioner of a profession regulated by the board or a member of any closely related profession.

The Electrical Board of Adjustments and Appeals shall consist of five (5) members as follows: four (4) electrical contractors and one (1) consumer member who has not nor has never been a member or practitioner of a profession regulated by the board or a member of any closely related profession.

Members of both the Building Code Board of Adjustment and Appeals and the Electrical Board of Adjustment and Appeals shall be residents of Santa Rosa County appointed by the Board of County Commissioners. Members of the boards shall serve terms of four years and shall be staggered so that terms of some members expire each year. Any member appointed to either of these boards may be removed at any time by a majority vote of the Board of County Commissioners.

Any Board member who is absent from three (3) consecutive meetings shall be subject to replacement by the appointing authority.

~~There are hereby established the following boards which shall each consist of five (5) members to be appointed by the Board of County Commissioners. Each County Commissioner shall appoint one (1) member to each board for a term concurrent with that being served by the County Commissioner. Said appointments shall be subject to approval by the entire Board of County Commissioners. Any member appointed to the Boards may be removed at any time by a majority vote of the Board of County Commissioners.~~

~~Building Board of Adjustments and Appeals  
Electrical Board of Adjustments and Appeals  
Plumbing Board of Adjustments and Appeals  
Mechanical Board of Adjustments and Appeals~~

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

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

**PASSED AND ADOPTED** by a vote of \_\_ yeas and \_\_ nays and \_\_ absent of the Board of County Commissioners of Santa Rosa County, Florida, on the \_\_ day of \_\_\_\_\_, 2014.

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

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

ATTEST:

\_\_\_\_\_  
Clerk of Court

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

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

## Emily Spencer

---

**From:** Leslie Statler  
**Sent:** Tuesday, March 25, 2014 12:58 PM  
**To:** Commissioner Cole  
**Cc:** Beckie Cato; Darliene Stanhope; Hunter Walker; Emily Spencer; LeAnne Major; 'alice.brupbacher@cbunited.com'  
**Subject:** FW: zoning commission  
**Importance:** High

Commissioner Cole –

Please reference the email below from Alice Brupbacher regarding her appointment to the Zoning Board. Could you please confirm this selection so that the County Administrator may place it on the next BOCC agenda for approval? Once the appointment has been approved, Darliene Stanhope, Zoning Board Staff Coordinator, will schedule a one-on-one orientation and provide her with the Land Development Code, Comprehensive Plan, Zoning Board meeting schedule, and sample Board packet.

*Leslie*

Ms. Leslie Statler  
Planner III  
SRC Development Services  
850.981.7086 (ph)  
850.623.1381 (fax)

---

**From:** Alice Brupbacher [mailto:[alice.brupbacher@cbunited.com](mailto:alice.brupbacher@cbunited.com)]  
**Sent:** Tuesday, March 25, 2014 12:10 PM  
**To:** Leslie Statler  
**Subject:** zoning commission

Leslie,

Bob Cole just told me that I would be his pick for the zoning commission from inside his district. He said to call you and find out what is involved and what is needed. There must be something more to becoming part of the commission than this. Please let me know if it really is this easy and what I need to do. Thanks.

**Alice Brupbacher**, CRB, CRS, GRI, ePro  
Broker Associate, Branch Manager  
Coldwell Banker United, REALTORS®  
4475 Bayou Blvd, Pensacola, FL 32503  
office - 850 432-5300 or cell - 850 291-1530



Please consider the environment before printing this email

No support documentation for this agenda item.



# SANTA ROSA COUNTY ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

www.santarosa.fl.gov

Preliminary  
Engineers Report  
April 7, 2014

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

This is a Preliminary check list:

The items listed below may be on the agenda for meeting of Board of County Commissioners of Santa Rosa County, Florida, for April 10, 2014 at 9:00 a.m. in Milton, Florida.

1. Discussion of deductive change order #3 (Final), to the contract with A.E. New Inc, in the amount of \$113,379.72 for the Bagdad Volunteer Fire Station. (Attachment A)
2. Recommend approval of Construction Plans for Boracay Cove Subdivision, a 67 lot subdivision of a portion of Section 12, Township 1 North, Range 29 West, Santa Rosa County, Florida. (Working District 1) (Attachment B)

Location: 2 miles, more or less, West on U.S. 90 from the intersection of S.R. 281 (Avalon Boulevard), North on Evelyn Street, West on La Casa Circle, East on La Hacienda Drive, property at the end.

# AIA<sup>®</sup> Document G701<sup>™</sup> – 2001

## Change Order

<b>PROJECT</b> (Name and address):	<b>CHANGE ORDER NUMBER:</b> 003	<b>OWNER:</b> <input type="checkbox"/>
BAGDAD VOLUNTEER FIRE STATION	<b>DATE:</b> 02/20/14	<b>ARCHITECT:</b> <input type="checkbox"/>
7098 Windwood Lane Bagdad, FL		<b>CONTRACTOR:</b> <input type="checkbox"/>
<b>TO CONTRACTOR</b> (Name and address):	<b>ARCHITECT'S PROJECT NUMBER:</b>	<b>FIELD:</b> <input type="checkbox"/>
A. E. New, Jr., Inc.	<b>CONTRACT DATE:</b> 05/09/2013	<b>OTHER:</b> <input type="checkbox"/>
460 Van Pelt Lane Pensacola, FL 32505	<b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

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

- |  |                |
|--|----------------|
| 1. Owner Direct Purchases / Sales Tax Savings:       | (\$115,144.72) |
| 2. HVAC Equipment changes                            | 2,770.00       |
| 3. Misc. Electrical (BFP, Outlet, etc)               | 911.00         |
| 4. Credit to change wiring from copper to aluminum ( | 2,716.00)      |
| 5. Delete Painting at truck bay ceiling              | ( 2,000.00)    |
| 6. Relocate pantry opening wth cabinets              | 2,800.00       |

Total Change: (\$113,379.72)

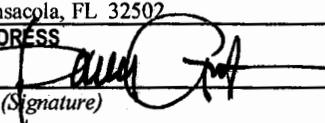
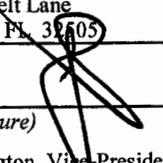
The original Contract Sum was	\$ 789,500.00
The net change by previously authorized Change Orders	\$ -2,741.17
The Contract Sum prior to this Change Order was	\$ 786,758.83
The Contract Sum will be decreased by this Change Order in the amount of	\$ 113,379.72
The new Contract Sum including this Change Order will be	\$ 673,379.11

The Contract Time will be unchanged by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order therefore is March 20, 2014

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

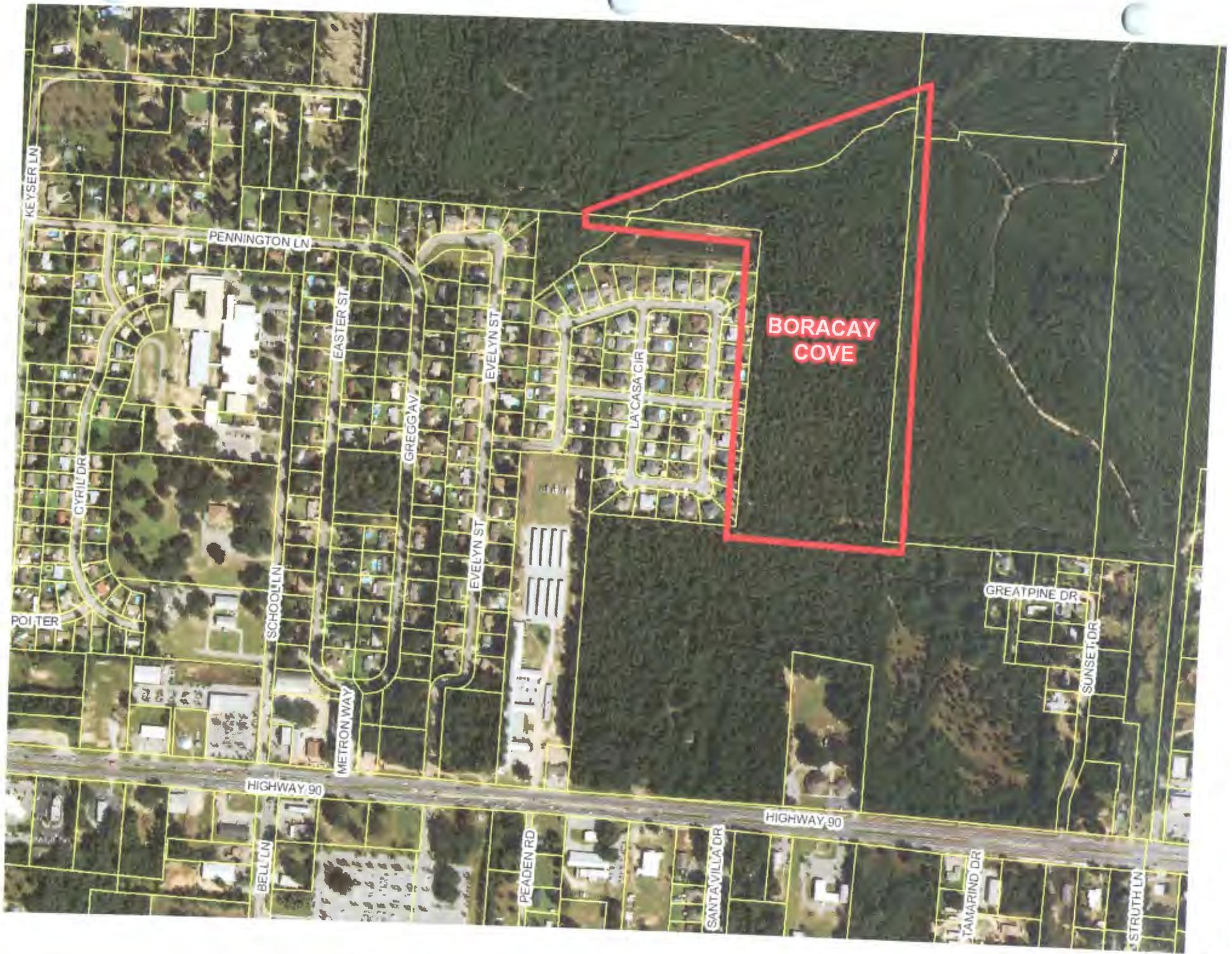
**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

<u>Quina Grundhoefer Architects</u>	<u>A. E. New, Jr., Inc.</u>	<u>Santa Rosa County</u>
<b>ARCHITECT</b> (Firm name)	<b>CONTRACTOR</b> (Firm name)	<b>OWNER</b> (Firm name)
<u>400 W. Romana Street</u>	<u>460 Van Pelt Lane</u>	<u>6495 Caroline Street, Suite M</u>
<u>Pensacola, FL 32502</u>	<u>Pensacola, FL 32505</u>	<u>Milton, FL 32570</u>
<b>ADDRESS</b>	<b>ADDRESS</b>	<b>ADDRESS</b>
<u></u>	<u></u>	<u></u>
<b>BY</b> (Signature)	<b>BY</b> (Signature)	<b>BY</b> (Signature)
<u></u>	<u>Will Errington, Vice-President</u>	<u></u>
<b>(Typed name)</b>	<b>(Typed name)</b>	<b>(Typed name)</b>
<u></u>	<u></u>	<u></u>
<b>DATE</b>	<b>DATE</b>	<b>DATE</b>

MAR 28 2014

BAGDAD FIRE STATION  
OWNER DIRECT PURCHASES / SALES TAX SAVINGS  
CHANGE ORDER #02

VENDOR	PO NUMBER	INVOICE NUMBER	INVOICE DATE	INVOICE AMOUNT	SALES TAX	SUR TAX	TOTAL
Air Tech	13007168	2133977	11/8/2013	\$ 2,931.00	\$ 175.86	\$ 14.66	\$ 3,121.52
		2134130	11/20/2013	\$ 1,645.00	\$ 98.70	\$ 8.23	\$ 1,751.93
		2134132	11/20/2013	\$ 1,895.00	\$ 113.70	\$ 2.11	\$ 2,010.81
		2134270	11/25/2013	\$ 6,725.00	\$ 403.50	\$ -	\$ 7,128.50
		2134331	11/30/2013	\$ 2,255.62	\$ 135.34	\$ -	\$ 2,390.96
		2134353	12/4/2013	\$ 185.00	\$ 11.10	\$ -	\$ 196.10
		2134351	12/4/2013	\$ 3,250.00	\$ 195.00	\$ -	\$ 3,445.00
<b>Subtotal</b>				\$ 18,886.62	\$ 1,133.20	\$ 25.00	\$ 20,044.82
Coral Industries	14000465	1507830	11/12/2013	\$ 6,998.16	\$ 419.89	\$ 25.00	\$ 7,443.05
<b>Subtotal</b>				\$ 6,998.16	\$ 419.89	\$ 25.00	\$ 7,443.05
Gulf States Manufacturing	13006594	G0234	6/26/2013	\$ 1,271.00	\$ 76.26	\$ 6.36	\$ 1,353.62
		8672	10/5/2013	\$ 41,079.00	\$ 2,464.74	\$ 18.64	\$ 43,562.38
<b>Subtotal</b>				\$ 42,350.00	\$ 2,541.00	\$ 25.00	\$ 44,916.00
Ready Mix USA	13008579	9427027868	9/18/2013	\$ 16,245.38	\$ 974.72	\$ 25.00	\$ 17,245.10
		9427105392	9/18/2013	\$ (16,245.38)	\$ (974.72)	\$ (25.00)	\$ (17,245.10)
		9427092656	9/18/2013	\$ 15,390.00	\$ 923.40	\$ 25.00	\$ 16,338.40
		9427623419	12/19/2013	\$ 1,620.00	\$ 97.20	\$ -	\$ 1,717.20
		9427684884	1/6/2014	\$ 360.00	\$ 21.60	\$ -	\$ 381.60
		9427684885	1/6/2014	\$ 810.00	\$ 48.60	\$ -	\$ 858.60
		9427684886	1/6/2014	\$ 630.00	\$ 37.80	\$ -	\$ 667.80
		9427689787	1/6/2014	\$ 1,260.00	\$ 75.60	\$ -	\$ 1,335.60
		9427689788	1/6/2014	\$ 810.00	\$ 48.60	\$ -	\$ 858.60
		9427701893	1/8/2014	\$ 585.00	\$ 35.10	\$ -	\$ 620.10
<b>Subtotal</b>				\$ 21,465.00	\$ 1,287.90	\$ 25.00	\$ 22,777.90
Reliable Automatic Sprinkler	13007950	1535056	1/21/2014	\$ 2,670.59	\$ 160.24	\$ 13.35	\$ 2,844.18
		1536389	2/11/2014	\$ 272.88	\$ 16.37	\$ 1.36	\$ 290.61
<b>Subtotal</b>				\$ 2,943.47	\$ 176.61	\$ 14.71	\$ 3,134.79
Southern Pipe & Supply	14001777	7275928-00	2/4/2014	\$ 7,117.24	\$ 427.03	\$ 25.00	\$ 7,569.27
		7275928-01	2/6/2014	\$ 843.75	\$ 50.63	\$ -	\$ 894.38
<b>Subtotal</b>				\$ 7,960.99	\$ 477.66	\$ 25.00	\$ 8,463.65
Southern Standard Equipment	13005966	1307-01	10/22/2013	\$ 2,100.00	\$ 126.00	\$ 10.50	\$ 2,236.50
		1307-02	10/22/2013	\$ 600.00	\$ 36.00	\$ 3.00	\$ 639.00
		1307-03	10/28/2013	\$ 200.00	\$ 12.00	\$ 1.00	\$ 213.00
		1307-04	2/14/2014	\$ 1,200.00	\$ 72.00	\$ 6.00	\$ 1,278.00
<b>Subtotal</b>				\$ 4,100.00	\$ 246.00	\$ 20.50	\$ 4,366.50
Steel Supply of Alabama	13005967	2005	10/4/2013	\$ 3,754.00	\$ 225.24	\$ 18.77	\$ 3,998.01
<b>Subtotal</b>				\$ 3,754.00	\$ 225.24	\$ 18.77	\$ 3,998.01
<b>TOTALS</b>				\$ 108,458.24	\$ 6,507.50	\$ 178.98	\$ 115,144.72



**BORACAY  
COVE**

KEYSER LN

PENNINGTON LN

CYRIL DR

EASTER ST

GREGGAV

EVELYN ST

LA CASA CIR

POITIER

SCHOOL LN

METRON WAY

EVELYN ST

HIGHWAY 90

BELL LN

PEADEN RD

SANTA VILLA DR

HIGHWAY 90

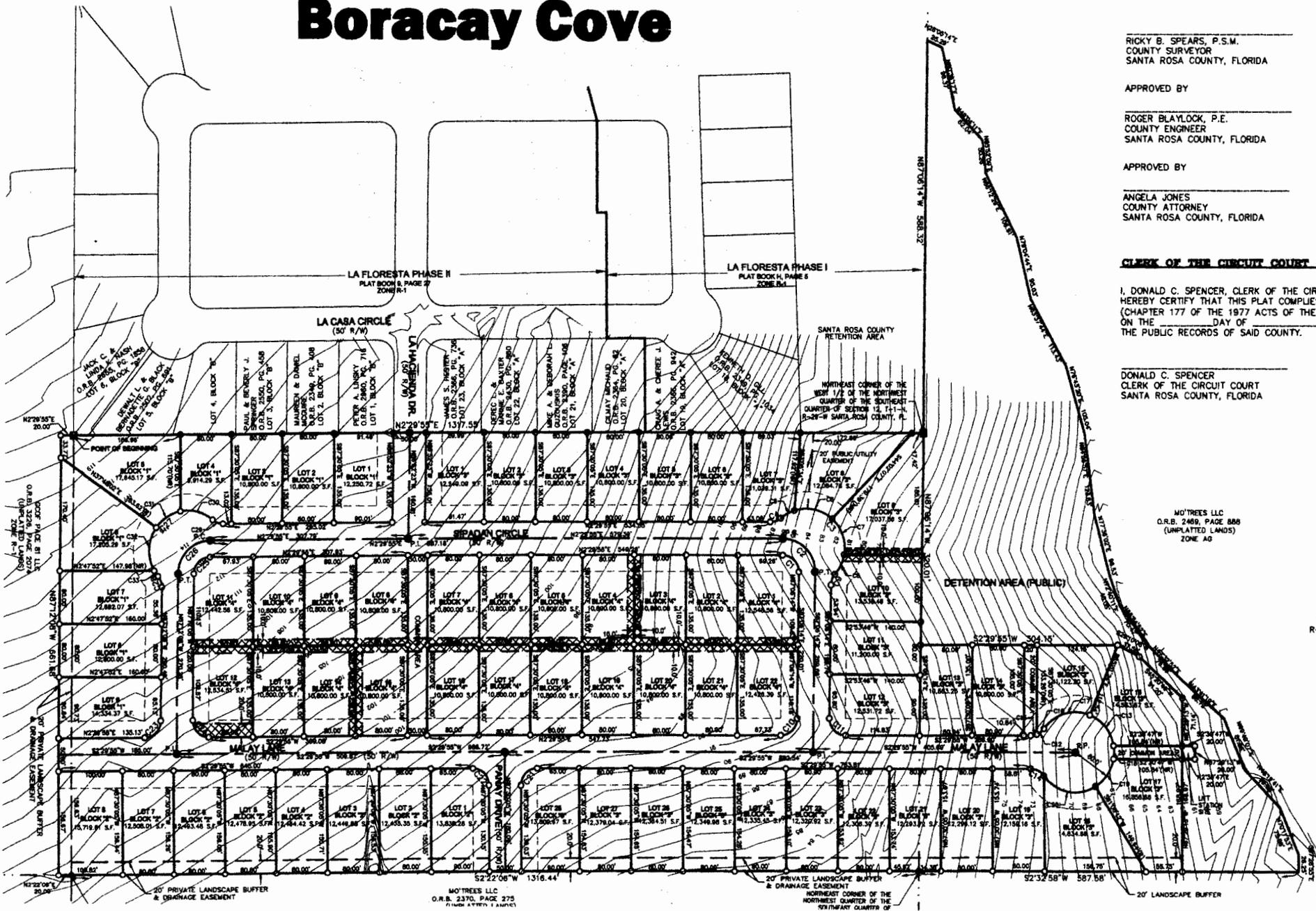
TAMARIND DR

STRUTH LN

GREATPINE DR

SUNSET DR

# Boracay Cove



RICKY B. SPEARS, P.S.M.  
COUNTY SURVEYOR  
SANTA ROSA COUNTY, FLORIDA

APPROVED BY

ROGER BLAYLOCK, P.E.  
COUNTY ENGINEER  
SANTA ROSA COUNTY, FLORIDA

APPROVED BY

ANGELA JONES  
COUNTY ATTORNEY  
SANTA ROSA COUNTY, FLORIDA

**CLERK OF THE CIRCUIT COURT**

I, DONALD C. SPENCER, CLERK OF THE CIRCUIT COURT, HEREBY CERTIFY THAT THIS PLAT COMPLIES WITH CHAPTER 177 OF THE 1977 ACTS OF THE FLORIDA LEGISLATURE, AS AMENDED, ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2014, AT THE PUBLIC RECORDS OF SAID COUNTY.

DONALD C. SPENCER  
CLERK OF THE CIRCUIT COURT  
SANTA ROSA COUNTY, FLORIDA

MOTREES LLC  
C.O.B. 2469, PAGE 886  
(UNPLATTED LANDS)  
ZONE AG

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# Public Services Committee

Chaired by:

Lynchard

Meeting:

April 7, 2014, 9:00 A.M.

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## AGENDA

### **Emergency Management**

1. Request approval to submit application for three grants to the Florida Forest Service Volunteer Fire Assistance (VFA) grant program and authorize signature of all associated documents. Each grant will require a 50% match and matching funds will be allocated from the MSBU Joint- Reserves account.
2. Request that the Board adopt the Comprehensive Emergency Management Plan (CEMP) by resolution as approved by the state.
3. Recommend agreement with Medical Outfitter Training Consultants to provide NAEMT certified Tactical Combat Casualty Care training for a total of \$10,125.

### **Development Services**

4. Recommend approval of the SHIP second mortgage subordination request for the property located at 7236 Putters Lane, Milton.
5. Recommend Board approval of a resolution of support and other related documents for the Transportation Alternatives Program grant for the Jay sidewalk project.
6. Discussion of the Transportation Regional Incentive Program grant application for the PD & E study for the Navarre Community Access Road.



# 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: Brad Baker, Director, Emergency Management  
Through: Tony Gomillion, Director, Public Services  
Re: Volunteer Fire Assistance Grants  
Date: April 10, 2014

## RECOMMENDATION

Request approval to submit application for three grants to the Florida Forest Service Volunteer Fire Assistance (VFA) grant program and authorize signature of all associated documents. Based on the recommendation of VFA grant staff the request is broken down into three grants. Each grant will require a 50% match. Matching funds will be allocated from the MSBU Joint – Reserves account.

<u>Grant Amount</u>	<u>MSBU – match</u>	<u>Federal Share</u>
\$17,764.00	\$8,882.00	\$8,882.00
\$15,474.00	\$7,737.00	\$7,737.00
\$14,395.00	\$7,197.50	\$7,197.50

## Background

This grant is available to the county as an avenue to obtain matching dollars for rural fire protection and will be used to purchase 17 sets of fire gear, 5 tone pagers, 2 portable radios and 2 mobile radios which meet the grant requirement. There is a \$10,000.00 cap (per grant) on the federal match. Upon approval from VFA the grant requires the purchase be made in full and the receipts sent to the state for the fifty percent match to be reimbursed.

## Completion

Upon approval DEM staff will purchase the equipment, disperse to the receiving departments and process the grant forms to the state for reimbursement. Reimbursed funds will be returned to the MSBU Joint – Reserves fund.

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Dale Hamilton  
Director

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

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

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

**Emergency Management**  
Brad Baker  
Director

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

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Zoning & Development**  
Rebecca Cato  
Director

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

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Karen Haworth  
Director

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**Tony Gomillion, Director**

To: Santa Rosa County Board of County Commissioners  
From: Brad Baker, Director, Emergency Management  
Through: Tony Gomillion, Director, Public Services  
Re: Comprehensive Emergency Management Plan  
Date: April 10, 2014

## Recommendation

Request that the Board of County Commissioners adopt our Comprehensive Emergency Management Plan (CEMP) by resolution as approved by the state.

## Background

Chapter 252, Florida Statutes (State Emergency Management Act) requires each county in the State of Florida prepare a Comprehensive Emergency Management Plan (CEMP) and update every four years. The purpose of the Santa Rosa County Comprehensive Emergency Management Plan (SRC CEMP) is to establish a comprehensive, coordinated approach to incident management in Santa Rosa County in order to:

1. Reduce the vulnerability of the people and communities of Santa Rosa County to damage, injury, and loss of life resulting from natural, or man made emergencies.
2. Prepare for prompt and efficient response and recovery activities to protect lives and property affected by emergencies.
3. Respond to emergencies using all systems, plans, and resources necessary to preserve the health, safety, and welfare of persons affected by the emergency.
4. Recover from emergencies by providing for the rapid and orderly implementation of restoration and rehabilitation programs for persons and property affected by emergencies.
5. Assist in anticipation, recognition, appraisal, prevention, and mitigation of emergencies.

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Milton, FL 32583  
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6051 Old Bagdad Hwy, Ste 202  
Milton, FL 32583  
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4499 Pine Forest Rd  
Milton, FL 32583  
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Zoning & Development**  
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Current revisions include updating the information with most recent disasters and incidents, demographics and better clarification of procedures. Changes to CEMP included removal of the mitigation section; new state approved CEMP guidelines indicate that LMS plans are considered ample and sufficient for local jurisdiction mitigation measures. Additional minor changes include removing references to DCA, adding status of approved federal native Americans, and listing recovery organizations. The entire document can be found at X:\Interdepartmental-files\EM\CEMP review.

### **Completion**

Division of Emergency Management (DEM) staff will implement changes to documents and will monitor process through completion.

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Code Compliance**  
Rhonda C. Royals  
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6051 Old Bagdad Hwy, Ste 202  
Milton, FL 32583  
(850) 981-7000

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

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Milton, FL 32583  
(850) 981-7000

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(850) 981-7155

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**Tony Gomillion, Director**

To: Santa Rosa County Board of County Commissioners  
From: Brad Baker, Director, Emergency Management  
Through: Tony Gomillion, Director, Public Services  
Re: TCCC Course  
Date: April 10, 2014

## RECOMMENDATION

Recommend agreement with Medical Outfitter Training Consultants to provide NAEMT certified Tactical Combat Casualty Care training. They would provide two (2) courses, one at a cost of \$6,750 (30 students) and one at \$3,375 (15 students) for a total of \$10,125.

## BACKGROUND

Santa Rosa County is participating in a Homeland Security Grant intended to evaluate and enhance local government planning and training. With past active shooter incidents throughout the United States we recognized a need to hold multiple drills with response agencies throughout our county. During these drills we identified a need to focus on rapid care and transport of injured victims in a multi-agency response. The goal of these two (2) training courses would be to strengthen our response capabilities by training our responders on current national standards for rapid treatment of trauma patients.

Santa Rosa County Division of Emergency Management solicited proposals from three (3) companies that provide training courses to meet these needs. The contractor selected will conduct two (2) sixteen (16) hour NAEMT certified Tactical Combat Casualty Care (TCCC) courses to several agencies including personnel from Emergency Management, Fire Departments, Sheriff's Office, Florida Highway Patrol, Lifeguard Ambulance and individuals. We received only one quote and our recommendation is to purchase the services from Medical Outfitter Training Consultants. They have provided training in an adjacent county and this would provide a continuum of care across the region.

## COMPLETION

Pending State DEM approval this project will be managed by SRC DEM staff.

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Milton, FL 32583  
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Director

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

**Community Planning,  
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Rebecca Cato  
Director

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

**Veterans Services**  
Karen Haworth  
Director

6051 Old Bagdad Hwy,  
Suite 204  
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**Tony Gomillion, Director**

## MEMORANDUM

**TO:** Board of County Commissioners  
**FROM:** Erin Malbeck, Housing Program Coordinator  
**THROUGH:** Tony Gomillion, Public Services Director  
**SUBJECT:** State Housing Initiatives Partnership (SHIP)  
Second Mortgage Subordination Request  
7236 Putters Lane, Milton, FL 32570  
07-2N-28-0755-00D00-0070  
**DATE:** March 31, 2014

## RECOMMENDATION

Board approval of the request submitted on behalf of homeowner to execute a subordination agreement to be recorded in connection with a refinance of the first mortgage in the approximate amount of \$69,206.00.

## BACKGROUND

HOME Second Mortgage: \$5,000.00  
Recorded: 11/10/2004  
Purpose: SHIP First Time Homebuyer Program

Proposal is to reduce the annual interest rate on the first mortgage from 5.75% to 5.00%

Current monthly principal and interest: \$475.23  
Proposed monthly principal and interest: \$371.51

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

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Code Compliance**  
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6051 Old Bagdad Hwy, Ste 202  
Milton, FL 32583  
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**Tony Gomillion, Director**

## MEMORANDUM

**TO:** Board of County Commissioners  
**FROM:** Shawn Ward, Transportation Planner  
**THROUGH:** Tony Gomillion, Public Services Director  
**SUBJECT:** Spring Street Sidewalks in Jay  
**DATE:** April 7, 2014

## RECOMMENDATION

That the Board authorize the Chairman to sign a resolution of continuing support and related documents to apply for Transportation Alternatives Program Grant Application for a project to continue the sidewalk from School Street north along Spring Street to existing sidewalk network on Spring Street in the Town of Jay. This is an application resubmittal from 2013.

## BACKGROUND

The Transportation Alternatives Program (TAP) authorized under Section 1122 of MAP-21 (23 USC 213(b), 101(a)(29)) provides funding for programs and projects defined as transportation alternatives. It authorizes a percentage of federal surface transportation funds to be set aside for transportation enhancements such as bicycle/pedestrian projects, restoration of historical transportation assets, landscaping, etc. Normally federal funds pay at least 80% of the project with 20% matched by the state. Florida Department of Transportation accepts applications yearly for projects located in the rural area and outside the TPO boundaries. This round of applications is due on May 1, 2014.

The grant application is to request funds from FDOT to continue the sidewalk from School Street north along Spring Street, approximately 2,570 feet, to existing sidewalk network. A sidewalk is currently being placed along Williams Avenue and School Street, funded through the Safe Routes to School Program.

Importantly, it should be noted that page four of the application requires certification from the applicant to provide any required match (needed if the grant amount is not sufficient), enter

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(850) 983-4680

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into a maintenance agreement with FDOT, comply with the federal uniform relocation and acquisition act for right-of-way, and to administer the project through a Local Agency Program (LAP) agreement, which requires further compliance with federal laws.

Current projects in Santa Rosa County funded by the TAP are the Old State Road 1 and the Spencer Field sidewalks. In November 2012, FDOT announced that funding for construction in 2015 would be available to continue the sidewalk from the Jay Town Hall to the Town Limits along Hwy 4 westward to Max Lane and a sidewalk from the existing sidewalk along Hwy 4 south to the entrance of Bray-Hendricks Park along Booker Lane.

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STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**DISTRICT 3 APPLICATION**  
**TRANSPORTATION ALTERNATIVE PROGRAM PROJECTS**

Date: \_\_\_\_\_ TPO (If Applicable): \_\_\_\_\_

Project Title: Jay Sidewalk, Spring Street

Project Sponsor Santa Rosa County Board of County Commissioners

According to 23 USC 213(c)(4)(B) a project sponsor may be a local government; regional transportation authority; transit agency; natural resource or public land agency; school district, local education agency, or school; tribal government; or other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or a state agency) that the State determines to be eligible, consistent with the goals of subsection (c) of section 213 of title 23.

Contact Shawn Ward Title Transportation Planner

Address 6051 Old Bagdad Highway, Suite 202, Milton, FL, 32583

Phone (850) 981-7082 Fax (850) 983-9874

e-mail address: Shawnw@santarosa.fl.gov

Priority (relative to other applications submitted by the Project Sponsor): \_\_\_\_\_

Name of Applicant (If other than Project Sponsor): Same

**1. Qualifying Transportation Alternatives Activities:**

Check the Transportation Alternatives Program (TAP) activity that the proposed project will address. **(NOTE: Checking all activities possible does not ensure or increase eligibility. Each activity checked must meet all criteria required by FHWA and for that specific activity (if included) in Appendix A of FDOT Procedure #525-030-300, Transportation Enhancement Projects).**

Construction, Planning, and Design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation including sidewalks, bicycle infrastructure, pedestrian and bicycle signals, traffic calming techniques, lighting and other safety-related infrastructure, and transportation projects to achieve compliance with the Americans with Disabilities Act of 1990

Construction, planning, and design of infrastructure-related projects and systems that will provide safe routes for non-drivers, including children, older adults, and individuals with disabilities to access daily needs

Conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users

Construction of turnouts, overlooks, and viewing areas

Community improvement activities, including:

- o Inventory, control, or removal of outdoor advertising;
- o Historic preservation and rehabilitation of historic transportation facilities;
- o Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control; and
- o Archaeological activities relating to impacts from implementation of a transportation project eligible under 23 USC.

Any environmental mitigation activity, including pollution prevention and pollution abatement activities and mitigation to:

- Address storm water management, control, and water pollution prevention or abatement related to highway construction or due to highway runoff including activities described in 23 USC 133(b)(11), 328(a) and 329; or
- Reduce vehicle-caused wildlife mortality or to restore and maintain connectivity among terrestrial or aquatic habitats.

The Recreational Trails Program under 23 USC 206 – Contact Alexandra Weiss at Department Of Environmental Protection, Office of Greenways and Trails (850) 245-2052, toll-free at 1-877-822-5208, or email [Alexandra.Weiss@dep.state.fl.us](mailto:Alexandra.Weiss@dep.state.fl.us)

Safe Routes to School Projects – A separate application (FDOT Form # 500-000-30) must be submitted. This form may be accessed at:

<http://www2.dot.state.fl.us/proceduraldocuments/forms/ByNumber.asp?index=5>

Contact Victoria Wilson at (850) 330-1279 for further information.

Planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

## 2. Project Description:

Use additional sheets as necessary to respond to the following:

- (a) Provide a clear and concise detailed description of the Transportation Alternatives project. For sidewalks and multi-use paths, include the preferred width and construction material, (i.e. concrete or asphalt surface). If the project is located parallel to a roadway include which side of roadway is proposed for the construction, and note any unique or special features that may be necessary which have been identified (such as boardwalks, bridges, drainage, guardrail, etc.).

- (b) What type of work is being proposed? (Check all that apply)

- Planning Activities
- Project Development and Environmental Studies
- Engineering and Final Plans Preparation Work
- Right of Way Acquisition
- Construction
- Construction Engineering and Inspection Activities

- (c) Where is the project located (and what is the project length and termini, if appropriate)? Include location map.
- (d) Summarize any special characteristics of project. Provide typical section drawings for appropriate projects.
- (e) Describe the project's existing right of way ownerships. This description shall identify when the right of way was acquired and how ownership is documented (i.e. plats, deeds, prescriptions, certified surveys).
- (f) Describe any proposed right of way acquisition, including expected matching fund source, limitations on fund use or availability, and who will acquire and retain ownership of proposed right of way.
- (g) Describe any related project work phases that are already complete or currently underway.
- (h) Other specific project information that should be considered.

**3. Project Implementation Information:**

Attach documentation as exhibits to this application.

- (a) Describe the proposed method of performing (i.e. contract or in-house) and administering (i.e. local or state) each work phase of the project. If it is proposed that the project be administered by a governmental entity other than the Department of Transportation, the agency must be certified to administer Federal Aid projects in accordance with the department's **Local Agency Program Manual (Topic No. 525-010-300)**.
- (b) Describe any public (and private, if applicable) support of the proposed project. (Examples include: written endorsement, formal declaration, resolution, financial donations or other appropriate means).
- (c) Describe the proposed ownership and maintenance responsibilities for the project when it is completed.
- (d) Describe source of matching funds and any restrictions on availability.
- (e) Other specific implementation information that should be considered.

**4. Project Cost:**

If a more detailed breakdown of cost estimates is being provided, a sample cost estimates sheet is provided for your use.

Sample Construction Cost Estimate

For latest cost information go to:

<http://www.dot.state.fl.us/specificationsoffice/Estimates/HistoricalCostInformation/HistoricalCost.shtm>

What is the total estimated cost of the work requested to be funded as a transportation alternative project through this application?

Planning Activities.	\$ _____
Project Development and Environmental Studies.	\$ _____
Engineering and Final Plans Preparation Work.	\$ 6,281 _____
Right of Way Acquisition.	\$ _____
Construction.	\$ 628,100 _____
Construction Engineering and Inspection Activities.	\$ 94,215 _____
Other. (Describe)	\$ _____
<b>TOTAL:</b>	\$ 728,596 _____

How will the project be funded?

FDOT Transportation Alternative Funds \$ 728,596 + Local \$ 0 = Total \$ 728,596

FDOT Transportation Alternative Funds 100 % + Local 0 % = 100%

### CERTIFICATION OF PROJECT SPONSOR

I hereby certify that the proposed project herein described is supported by Santa Rosa County BOCC  
(Project Sponsor)

and that said entity will: (1) provide any required funding match; (2) enter into a maintenance agreement with the Florida Department of Transportation; (3) comply with the **Federal Uniform Relocation Assistance and Acquisition Policies Act** for any Right of Way actions required for the project, and (4) support other actions necessary to fully implement the proposed project. I further certify that the estimated costs included herein are reasonable and understand that significant increases in these costs could cause the project to be removed from the Florida Department of Transportation work program.

If project is not located along a state roadway:

Is sponsor or applicant willing to administer project using the Department's Local Agency Program (check one)

Yes  No

Status of sponsor/administrator's LAP certification: Currently certified  Not certified

Applied for certification & pending review  Planning to apply for certification

Other (explain) \_\_\_\_\_

Is resolution included with application? Yes  No

A copy of the adopted resolution showing sponsor's (board or council) approval and support of project should be included with this application.

\_\_\_\_\_  
\* Signature

Jim Melvin

\_\_\_\_\_  
Name (please type or print)

Chairman, Board of County Commissioners

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\* This should be executed by person who has signatory authority for sponsor and is authorized to obligate services and funds for that entity (generally chairman of the board or council).

**RESOLUTION NO. 2014 - \_\_\_\_**

**A RESOLUTION BY SANTA ROSA COUNTY, FLORIDA, TO SUPPORT DESIGN AND CONSTRUCTION OF THE CONTINUATION OF THE JAY SPRING STREET SIDEWALK WITH TRANSPORTATION ALTERNATIVE PROGRAM FUNDING; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, walking helps meet the goals of Chapter 339.175 Florida Statutes - Metropolitan Planning Organization - to serve the mobility needs of people while minimizing transportation related fuel consumption and air pollution; and

**WHEREAS**, the Center for Disease Control (CDC) encourages people to walk for fitness, transportation and fun; and

**WHEREAS**, Congress enacted the Transportation Alternatives Program (TAP) authorized under Section 1122 of MAP-21 (23 USC 213(b), 101(a)(29)) that provides funding for programs and projects defined as transportation alternatives, which addresses growing concerns about air quality, open space, and traffic congestion. The Transportation Alternative Program (TAP) strengthens the cultural, aesthetic, and environmental aspects of the Nation's intermodal transportation system; and

**WHEREAS**, this support is consistent with the FDOT, CDC, and MAP-21 policies supporting alternative means of transportation.

**NOW, THEREFORE BE IT RESOLVED BY SANTA ROSA COUNTY THAT:** we support the Transportation Alternatives Program application for design and construction of the Town of Jay, Spring Street sidewalk.

**PASSED AND ADOPTED** by Santa Rosa County on this 10th Day of April, 2014.

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

**Attest:**

**BY:** \_\_\_\_\_  
**Jim Melvin, Chairman**

\_\_\_\_\_  
**Donald C. Spencer, Clerk of Court**



# 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:** Shawn Ward, Transportation Planner  
**THROUGH:** Tony Gomillion, Public Services Director  
**SUBJECT:** Application for FY 2016-2018 Transportation Regional Incentive Program (TRIP)  
**DATE:** April 7, 2014

## RECOMMENDATION

That the Board authorize staff to begin research and work to pursue a Transportation Regional Incentive Program (TRIP) grant for the following project, due to the Northwest Florida Regional Transportation Planning Organization (TPO) staff by May 14<sup>th</sup>:

Project Development and Environmental (PD&E) Study for the Navarre Community Access Road estimated at \$2,100,000.

The county must agree to provide a minimum 50% (\$1,050,000) matching funds.

## BACKGROUND

FDOT has announced the FY 2016-2018 TRIP application cycle is open. A minimum of 50% local match is required. More points are given to applications with the higher share being paid by the local government.

For the project to be eligible, the roadway project must be located on the adopted regional network map. Projects will be submitted and prioritized by the Regional TPO in late May or early June. The project has to be listed in the Capital Improvements Program. Currently the only project listed is the PD&E for proposed Navarre Community Access Rd. This conceptual project was added to the regional network map in 2011.

Animal Services  
Dale Hamilton  
Director

Building Inspections &  
Code Compliance  
Rhonda C. Royals  
Building Official

Emergency Management  
Brad Baker  
Director

Community Planning,  
Zoning & Development  
Rebecca Cato  
Director

Veterans Services  
Karen Haworth  
Director

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

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

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

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

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

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

For FYs 2016-2018, District Three has been allotted a total of over \$2.9 Million. Though this amount is subject to change as budgetary adjustments are made by the Legislature, FDOT still anticipates there will be a very high level of interest in this program. Projects are competitive across FDOT District 3 which is 16 counties.

Santa Rosa County was awarded \$1.2 M in FY 2007 TRIP funds for design of Five Points/Woodbine. In that year, FDOT District 3 had \$25 Million to distribute, since funds were held over from the previous year.

For many years, there has been a need to create an East-West connector to get traffic off of US 98. The City of Destin has a similar cross town connector. The first step would be to conduct a Project Development and Environmental (PD&E) study in order to determine social, economic, natural and physical environmental impacts associated with a proposed transportation improvement project. The PD&E would also have to include a major public outreach component. The project limits would be from Edgewood Drive to the eastern end of Timber Lane (see attached map). The proposed corridor would connect collector roads, improve them with paved shoulders, sidewalks, and medians, so that pedestrians are removed from the traffic. A well designed collector road with sidewalks and paved shoulders/bike lanes could give residents another mobility option and improve safety.

**Animal Services**  
Dale Hamilton  
Director

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

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

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

**Emergency Management**  
Brad Baker  
Director

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

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

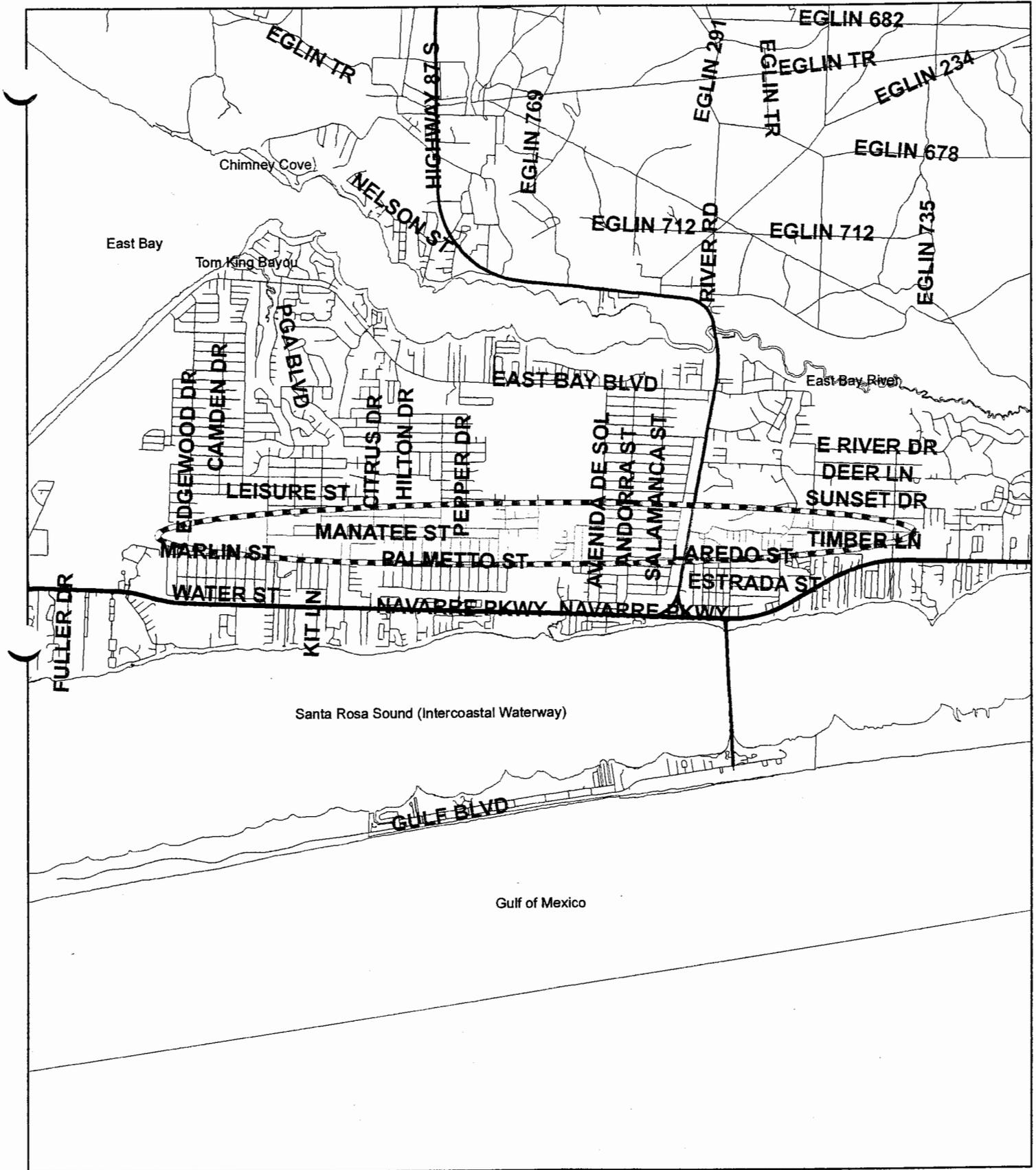
6051 Old Bagdad Hwy, Ste 202  
Milton, FL 32583  
(850) 981-7000

**Veterans Services**  
Karen Haworth  
Director

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

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

# Navarre Community Access Road Conceptual



-  Navarre Access Road
-  Main Roads
-  Streets



AGENDA  
PUBLIC WORKS COMMITTEE

April 7, 2014

Chairman: Commissioner Williamson

Vice Chairman: Commissioner Cole

1. Discussion of scheduling a public hearing on the proposed vacation of Circle Lane north of Maplewood Drive between Block 17, Lot 18 and Block 9, Lot 1 in the 5<sup>th</sup> Addition to Santa Rosa Shores as recorded in Plat Book B, page 105.
2. Discussion of request from City of Milton to be exempt from milling and overlaying county roads intersecting Ward Basin Road that were open cut and patched in the Ward Basin Road Force Main project.
3. Discussion of proposals for drainage work in Santander Subdivision.
4. Discussion of request from Pace Water System to open cut East Spencer Field Road at two locations and Carlyn Drive at two locations as part of a gravity sewer extension to service the proposed subdivision Heritage Estates.
5. Discussion of request from Pace Water System for a 180' x 20' easement along the western border of the county retention pond on East Spencer Field Road for gravity sewer and reclaimed water transmission lines.
6. Discussion of one year extension of agreement with Gulf Atlantic Culvert Company, Inc. for aluminized culvert pipe at current pricing.
7. Discussion of one year extension of agreement with Arcadia Culverts, Inc. for HDPE and bituminous coated culvert pipe at current pricing.
8. Discussion of sidewalks in Parkwood Commons Subdivision.



**SANTA ROSA COUNTY**  
**BOARD OF COMMISSIONERS**  
**Administrative Services/Parks Operations**



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

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

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

**MEMORANDUM**

**TO:** Avis Whitfield  
**FROM:** Rebecca Welch  
**DATE:** March 20, 2014  
**SUBJECT:** Proposed Vacation – 5<sup>th</sup> Addition of the Santa Rosa Shores Subdivision

The City of Gulf Breeze, has requested to vacate a portion of the 5<sup>th</sup> Addition to the Santa Rose Shores Subdivision. The proposed vacation area is highlighted on the enclosed map and aerial.

Circle Lane north of Maplewood Drive between Block 17 Lot 18 and Block 9 Lot 1 in the 5<sup>th</sup> Addition to Santa Rosa Shores Subdivision as recorded in P.B. "B" PG. 105 of the public records of Santa Rosa County, Florida.

Please review enclosed documentation and advise if you wish for us to request a survey from the petitioner to better describe proposed vacation area.

I have enclosed all documentation that was provided with this request.

I have received the \$150.00 inspection fee, and I am now requesting the Public Works Department to view for County need and make a recommendation to the Board.

Thank you

**Santa Rosa County**  
**Administrative Services Department**  
6495 Caroline Street, Suite J  
Milton, Florida 32570

**APPLICATION FOR VACATION**

There is a \$150 fee to process this application, and all fees are non-refundable.

Date: 10-11-2013

Name: Kenneth Horne and Associates, Inc.

Address: 7201 N 9<sup>th</sup> Ave Suite 6 Pensacola, FL 32504

Phone Number: 850-471-9005

Fax Number: 850-471-0093

Billing Address: 7201 N 9<sup>th</sup> Ave Suite 6 Pensacola, FL 32504

Reason for Vacation Request: Alley is only used to access parcel 32-2s-28-0000-00400-0000 belonging to City of Gulf Breeze.

Area of Vacation: Portion of Right-of-way extending north of Maplewood Drive directly north of the intersection with Circle Ln. This area forms an alleyway to the above mentioned parcel. Shown in Exhibit A

**Petitioner's Name** (if different from above): City of Gulf Breeze

Address: 1070 Shoreline Drive Gulf Breeze, FL 32561

Phone Number: 850-934-5100

**Representative's Name** (if applicable): Kenneth Horne and Associates, Inc.

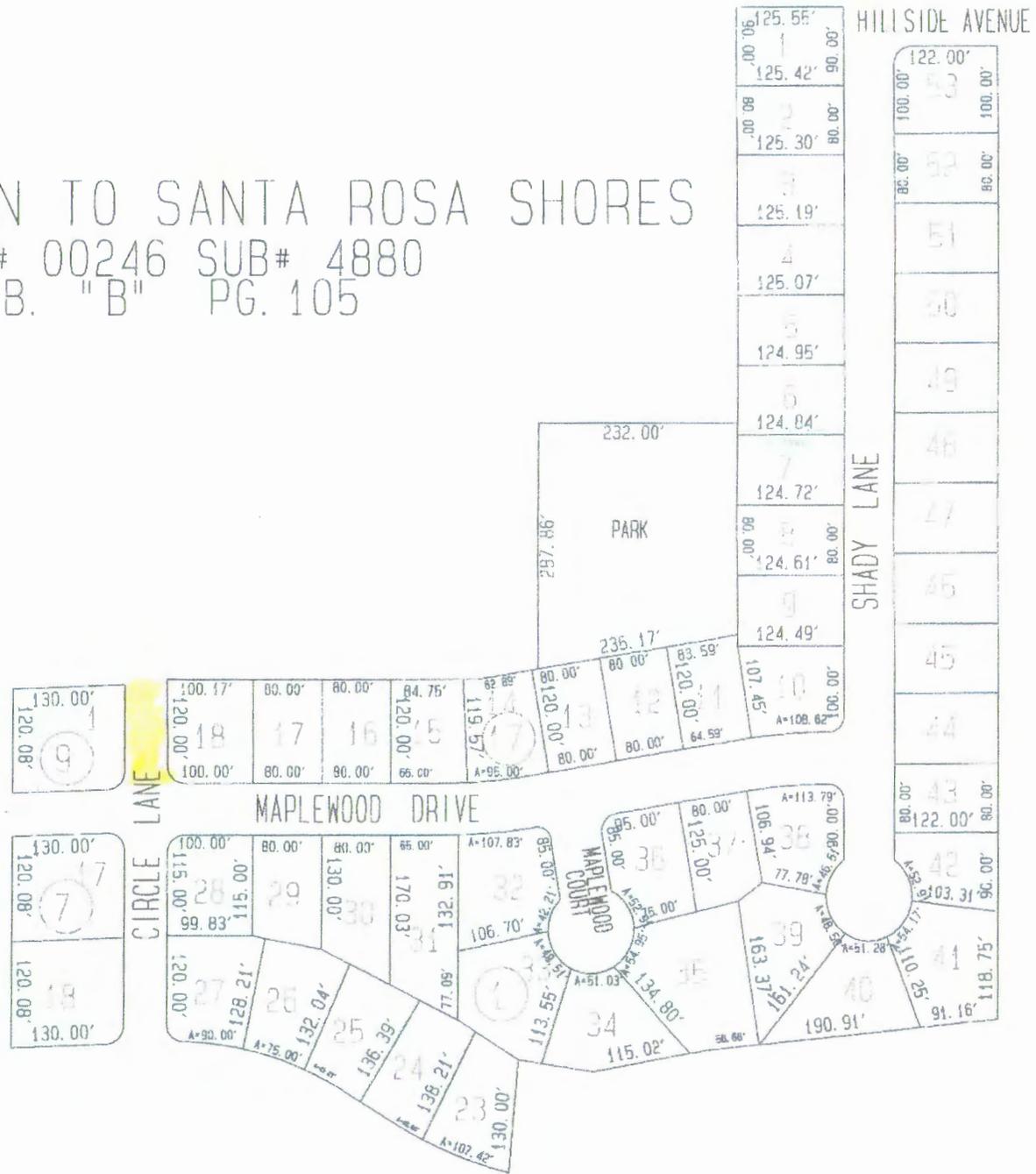
Address: 7201 N 9<sup>th</sup> Ave Suite 6, Pensacola, FL 32504

Phone Number: (850) 471-9005

Petitioner is responsible for all costs associated with the processing of the vacation request, including fees paid for advertisements, certified list of property owners located within 500 feet of the proposed vacation, labels, certified mail postage, recording of official documents, etc. **All fees are non-refundable.**



5TH ADDITION TO SANTA ROSA SHORES  
 PLAT# 00246 SUB# 4880  
 P. B. "B" PG. 105



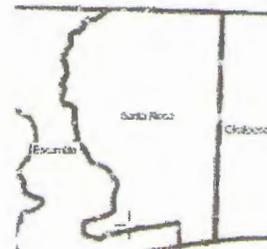
REQUESTED VACATION



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

0 0.0040 0.0080 0.012 0.016 mi

2012-2013 Current Property Assessment			
Parcel	Acres	Value	Assessment
	0		0
			0
			0
			0
			0
			0
			0



The Santa Rosa County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER SANTA ROSA COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS ---THIS IS NOT A SURVEY---

Date printed: 10/11/13 . 10:55:32



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

**Stephen Furman**  
Asst. Director of Public Works  
Road & Bridge Dept.  
6075 Old Bagdad Hwy.  
626-0191

**AVIS WHITFIELD**  
Director of Public Works  
6075 Old Bagdad Hwy.  
626-0191  
Fax 623-1331

**Thad Allen**  
Superintendent  
Building Maintenance/Parks  
P.O. Box 864  
981-7071

# MEMO

**TO:** Hunter Walker, County Administrator  
**FROM:** Avis Whitfield, Public Works Director *AW*  
**SUBJECT:** City of Milton Request  
**DATE:** April 2, 2014

The BOCC in their May 9, 2013 meeting, approved for the City of Milton to open cut and patch several roads that intersect Ward Basin Road. The City committed to mill and overlay the impacted areas in addition to patching. The patched areas are of high quality so the City would like to be exempt from milling and overlaying. I have inspected the areas in question and have no objection to the City's request.

AW/tt

## Avis Whitfield

---

**From:** Stephen Furman  
**Sent:** Monday, March 24, 2014 10:39 AM  
**To:** 'Jerald Ward'  
**Cc:** Brian Watkins; Joe Cook; Avis Whitfield  
**Subject:** RE: Ward Basin Rd. Force Main Project

**Attachments:** image001.gif

Thanks Jerald, we'll continue to run this through the process.

Stephen

From: Jerald Ward [mailto:jerald.ward@ci.milton.fl.us]  
Sent: Monday, March 24, 2014 10:18 AM  
To: Stephen Furman  
Cc: Brian Watkins; Joe Cook  
Subject: Ward Basin Rd. Force Main Project

Steve...per our conversation, the City of Milton would like to request that we NOT be required to mill & overlay the streets were we were allowed to open-cut. I have attached several photos showing the repairs made and as you can see, the repairs were outstanding and the quality is great.

Not having to mill & overlay will save the City over \$16,000 which can be used towards expanding our service area along Ward Basin Rd.

In addition to the 1 year warranty provided by the contractor, I believe that the City would be willing to provide an additional year warranty if approved.

Thank you for all you help and we look forward to a favorable response.

---

Under Florida's public records laws, the City of Milton's emails may be considered public record and subject to inspection or disclosure to the public. If you do not wish to have your emails possibly disclosed to the public, please do not communicate with the City of Milton through email.

---

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



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

3  
**Stephen Furman**  
Asst. Director of Public Works  
Road & Bridge Dept.  
6075 Old Bagdad Hwy.  
626-0191

**AVIS WHITFIELD**  
Director of Public Works  
6075 Old Bagdad Hwy.  
626-0191  
Fax 623-1331

**Thad Allen**  
Superintendent  
Building Maintenance/Parks  
P.O. Box 864  
981-7071

# MEMO

**TO:** Hunter Walker, County Administrator  
**FROM:** Avis Whitfield, Public Works Director *AW*  
**SUBJECT:** Proposals to Contract Drainage Work  
**DATE:** April 2, 2014

A collapsed culvert needs to be replaced in a drainage easement in the Santander Subdivision. The project will require excavation between two homes in an area that will require well pointing to remove water and may require trench stabilization to prevent undermining the foundations of the adjacent homes. I recommend we solicit proposals to contract this work as we are not equipped to perform it.

AW/tt



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

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

4  
Stephen Furman  
Asst. Director of Public Works  
Road & Bridge Dept.  
6075 Old Bagdad Hwy.  
626-0191

Thad Allen  
Superintendent  
Building Maintenance/Parks  
P.O. Box 864  
981-7071

# MEMO

**TO:** Hunter Walker, County Administrator  
**FROM:** Avis Whitfield, Public Works Director *AW*  
**SUBJECT:** Pace Water System Request  
**DATE:** April 2, 2014

Pace Water System has made a request to open cut East Spencer Field Road at two locations and Carlyn Drive at two locations as part of a gravity sewer extension to service the proposed subdivision Heritage Estates and to eliminate an existing lift station at Plantation Creek Subdivision.

Typically, utility providers are required to bore under paved roadways rather than open cut in order to preserve quality of pavement and prevent disruption of traffic. Therefore, I recommend denial of this request unless Pace Water System can demonstrate that a jack and bore operation is not feasible. In particular, Public Works has reservations about East Spencer Field Road because the pavement is in very good condition and the disruption of traffic is a concern.

Additionally, Pace Water System is requesting a 180' x 20' easement along the western border of the county retention pond on East Spencer Field Road for gravity sewer and reclaimed water transmission lines. Public Works has no objection to granting the easement.

AW/tt

## Avis Whitfield

---

**From:** Damon Boutwell [dboutwell@pacewater.org]  
**Sent:** Wednesday, April 02, 2014 8:54 AM  
**To:** Stephen Furman  
**Cc:** Avis Whitfield; Rachel Lee  
**Subject:** RE: Open-cut Request

**Attachments:** image001.jpg

Stephen,

PWS had years ago stubbed out a 15" diameter sanitary sewer line at the intersection of White Road and East Spencer Field Road for the expansion of gravity sewer north along East Spencer Field Road to both remove the existing lift station at Plantation Creek and to have gravity sewer capacity in the future if Spencer Field develops. With the development of Heritage Estates, PWS worked with the developer's engineer to ensure that the development could be served by gravity sewer in lieu of adding another lift station. To do this, it was determined that the 15" sewer line would be questionable leaving no room for waiver in installation to be able to meet the elevation requirements to service the subdivision via gravity. Therefore, the line was upgraded to an 18" diameter allowing a lower minimal slope and additional capacity for potential development north of South Spencer Field Road. Even with these changes the developer had to split the flow coming out of the subdivision into two lines to be able to service the entire development via gravity. This has resulted in two crossings required instead of one. Due to the tight elevation constraints of the design, directional bores would not be allowed at all in the project. Instead each crossing would have to be a jack and bore operation to maintain stringent grade controls. Even then the grade control isn't as tight as it would be with open cut. Since the development itself will be installing turn lanes and then overlaying the entire roadway in the area around the development, open cutting the two sewer lines would only be of concern in regards to traffic control and detouring during the open cut phase.

The developer is supportive of our effort as it will ensure maximum depth of the gravity sewer availability to their development and open cutting of the installation would greatly speed up construction over jack and bore of each crossing. If approved the developer has committed to schedule the roadway overlay immediately following the open cuts to return the roadway to new condition as soon as possible.

PWS will have a legal description of the easement area prepared if approved by the county.

On a separate matter, have you made any headway in the discussion of the easement both for the reclaim water line and a future tank site at the soccer complex? We are beginning surveying Chumuckla Hwy. now for the project and would like to be able to survey the proposed areas at the same time.

If you have any additional questions or concerns please let me know.

Damon A. Boutwell, PE  
General Manager

Pace Water System, Inc.

4401 Woodbine Road

Pace, FL 32571

850.994.5129

From: Stephen Furman [mailto:StephenF@santarosa.fl.gov]  
Sent: Wednesday, April 02, 2014 8:00 AM  
To: Damon Boutwell  
Cc: Avis Whitfield  
Subject: RE: Open-cut Request

Damon, we are adding the requests from Pace Water System for the open cutting of East Spencer Field Road and Carlyn Drive (2 locations on each road) to facilitate the installation of a gravity sanitary sewer line; and for the granting of a utility easement along the western boundary of the County's Plantation Creek subdivision retention pond to our agenda for the Board of County Commissioner's Committee Meeting to be held Monday, April 7th.

We currently have strong reservations about supporting the approval of the open cutting of East Spencer Field Road due to the high volume of traffic on this road. We are not as concerned over the potential approval of the open cutting of Carlyn Drive, because traffic volumes are much lower, and the detour route is relatively short.

Can you provide us with additional justifications that support the open cutting of East Spencer Field Road, verses utilizing directional borings for these sewer lines?

Also, if the easement gets approved, Pace Water System will need to provide the County with a legal description for the easement.

Thanks,

Stephen

From: Damon Boutwell [mailto:dboutwell@pacewater.org]  
Sent: Tuesday, April 01, 2014 4:12 PM  
To: Stephen Furman  
Subject: Open-cut Request

Stephen,

Attached is the request for open-cut of sanitary sewer installation along East Spencer Field Road. Please let me know if you have any questions.

Sincerely,

Damon

# **PACE**

**WATER SYSTEM**

April 1, 2014

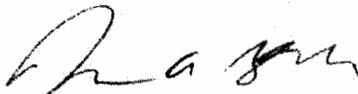
Mr. Stephen Furman  
Santa Rosa County

RE: East Spencerfield Rd. Gravity Sewer and Reclaimed Water Extension Project

Mr. Furman:

Pace Water System, Inc. (PWS) is currently designing a gravity sewer extension on East Spencerfield Rd. to collect sewer from the proposed subdivision Heritage Estates and to eliminate an existing lift station at Plantation Creek Subdivision. The project will consist of five road crossings. PWS is requesting to open cut East Spencerfield Rd. in two locations (both entrances of the proposed Heritage Estates Subdivision). The Developer of Heritage Estates has agreed to coordinate the overlay of road (outside of entrances) with PWS directly following road cuts if permitted by the County. PWS is also requesting to open cut Carlyn Dr. at both intersections with East Spencerfield Rd. (the north intersection is not in very good condition). The requested open cuts are demonstrated in the attached documents. Also, PWS would like to request an easement along the south border of the retention pond located on East Spencerfield Rd. (Parcel No. 2-1N-29-3211-00000-AREA) to run gravity sewer and reclaimed water transmission mains in. PWS appreciates the opportunity to work with the county on this matter. Please let me know if you need any additional information or supporting documents.

Sincerely,



Damon Boutwell, P.E.  
General Manager

Prepared for Santa Rosa County Board of Commissioners

Proposed Subdivision

Requested Open Cut at Carlyn Dr.

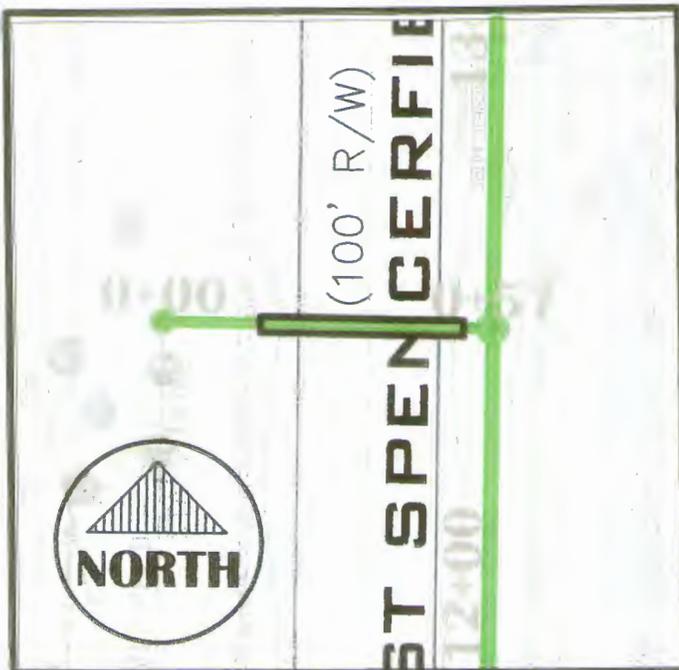
Requested Open Cut at Carlyn Dr.

Requested Open Cuts at Proposed Subdivision

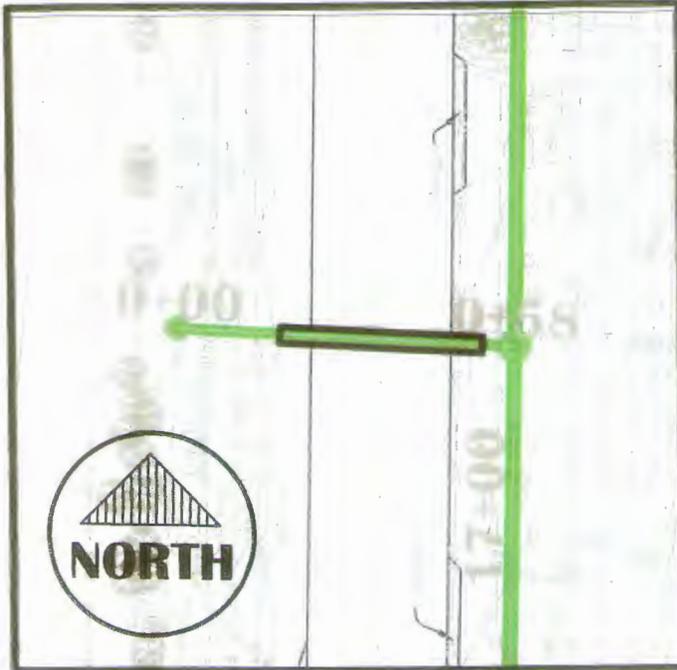
Proposed Gravity Sewer Extension



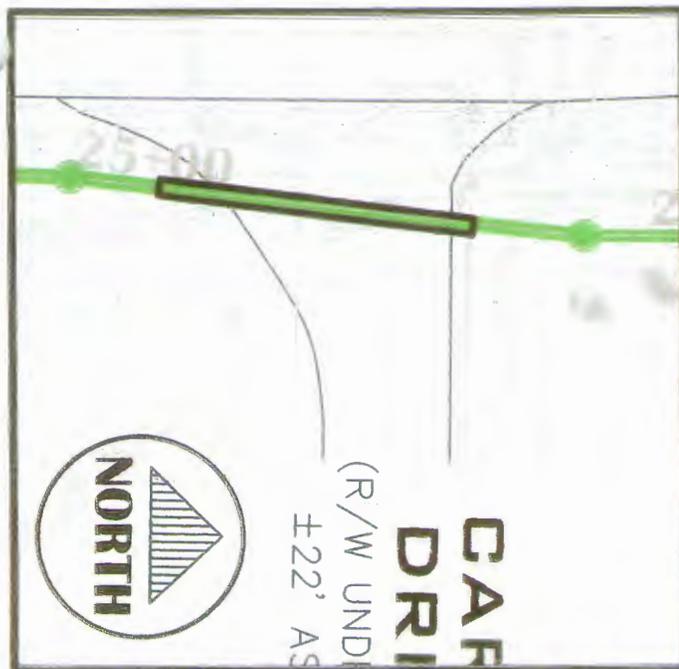
Imagery Date



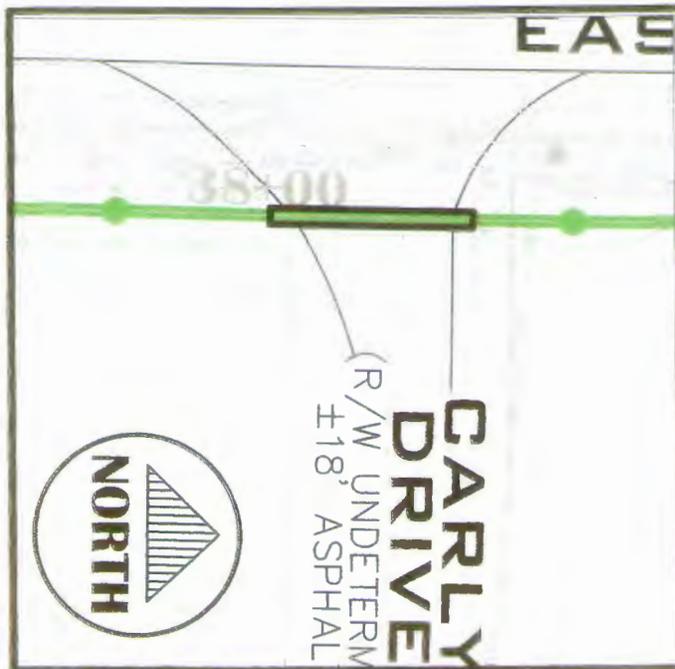
South Entrance of Heritage Estates



North Entrance of Heritage Estates



South Entrance of Carlyn Dr.



North Entrance of Carlyn Dr.



**Pace Water System, Inc.**

4401 WOODBINE ROAD  
PACE, FL 32571

PHONE: 850-994-5129  
FAX: 850-994-6920

**East Spencerfield Rd. Gravity Sewer  
and Reclaimed Water Extension**

Date: April 2014

Prepared For:  
Santa Rosa County



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

**Stephen Furman**  
Asst. Director of Public Works  
Road & Bridge Dept.  
6075 Old Bagdad Hwy.  
626-0191

**AVIS WHITFIELD**  
Director of Public Works  
6075 Old Bagdad Hwy.  
626-0191  
Fax 623-1331

**Thad Allen**  
Superintendent  
Building Maintenance/Parks  
P.O. Box 864  
981-7071

# MEMO

**TO:** Hunter Walker, County Administrator  
**FROM:** Avis Whitfield, Public Works Director *AW*  
**SUBJECT:** Pace Water System Request  
**DATE:** April 2, 2014

Pace Water System has made a request to open cut East Spencer Field Road at two locations and Carlyn Drive at two locations as part of a gravity sewer extension to service the proposed subdivision Heritage Estates and to eliminate an existing lift station at Plantation Creek Subdivision.

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Additionally, Pace Water System is requesting a 180' x 20' easement along the western border of the county retention pond on East Spencer Field Road for gravity sewer and reclaimed water transmission lines. Public Works has no objection to granting the easement.

AW/tt

## Avis Whitfield

---

**From:** Damon Boutwell [dboutwell@pacewater.org]  
**Sent:** Wednesday, April 02, 2014 8:54 AM  
**To:** Stephen Furman  
**Cc:** Avis Whitfield; Rachel Lee  
**Subject:** RE: Open-cut Request

**Attachments:** image001.jpg

Stephen,

PWS had years ago stubbed out a 15" diameter sanitary sewer line at the intersection of White Road and East Spencer Field Road for the expansion of gravity sewer north along East Spencer Field Road to both remove the existing lift station at Plantation Creek and to have gravity sewer capacity in the future if Spencer Field develops. With the development of Heritage Estates, PWS worked with the developer's engineer to ensure that the development could be served by gravity sewer in lieu of adding another lift station. To do this, it was determined that the 15" sewer line would be questionable leaving no room for waiver in installation to be able to meet the elevation requirements to service the subdivision via gravity. Therefore, the line was upgraded to an 18" diameter allowing a lower minimal slope and additional capacity for potential development north of South Spencer Field Road. Even with these changes the developer had to split the flow coming out of the subdivision into two lines to be able to service the entire development via gravity. This has resulted in two crossings required instead of one. Due to the tight elevation constraints of the design, directional bores would not be allowed at all in the project. Instead each crossing would have to be a jack and bore operation to maintain stringent grade controls. Even then the grade control isn't as tight as it would be with open cut. Since the development itself will be installing turn lanes and then overlaying the entire roadway in the area around the development, open cutting the two sewer lines would only be of concern in regards to traffic control and detouring during the open cut phase.

The developer is supportive of our effort as it will ensure maximum depth of the gravity sewer availability to their development and open cutting of the installation would greatly speed up construction over jack and bore of each crossing. If approved the developer has committed to schedule the roadway overlay immediately following the open cuts to return the roadway to new condition as soon as possible.

PWS will have a legal description of the easement area prepared if approved by the county.

On a separate matter, have you made any headway in the discussion of the easement both for the reclaim water line and a future tank site at the soccer complex? We are beginning surveying Chumuckla Hwy. now for the project and would like to be able to survey the proposed areas at the same time.

If you have any additional questions or concerns please let me know.

Damon A. Boutwell, PE

General Manager

Pace Water System, Inc.

4401 Woodbine Road

Pace, FL 32571

850.994.5129

From: Stephen Furman [mailto:StephenF@santarosa.fl.gov]  
Sent: Wednesday, April 02, 2014 8:00 AM  
To: Damon Boutwell  
Cc: Avis Whitfield  
Subject: RE: Open-cut Request

Damon, we are adding the requests from Pace Water System for the open cutting of East Spencer Field Road and Carlyn Drive (2 locations on each road) to facilitate the installation of a gravity sanitary sewer line; and for the granting of a utility easement along the western boundary of the County's Plantation Creek subdivision retention pond to our agenda for the Board of County Commissioner's Committee Meeting to be held Monday, April 7th.

We currently have strong reservations about supporting the approval of the open cutting of East Spencer Field Road due to the high volume of traffic on this road. We are not as concerned over the potential approval of the open cutting of Carlyn Drive, because traffic volumes are much lower, and the detour route is relatively short.

Can you provide us with additional justifications that support the open cutting of East Spencer Field Road, verses utilizing directional borings for these sewer lines?

Also, if the easement gets approved, Pace Water System will need to provide the County with a legal description for the easement.

Thanks,

Stephen

From: Damon Boutwell [mailto:dboutwell@pacewater.org]  
Sent: Tuesday, April 01, 2014 4:12 PM  
To: Stephen Furman  
Subject: Open-cut Request

Stephen,

Attached is the request for open-cut of sanitary sewer installation along East Spencer Field Road. Please let me know if you have any questions.

Sincerely,

Damon



April 1, 2014

Mr. Stephen Furman  
Santa Rosa County

RE: East Spencerfield Rd. Gravity Sewer and Reclaimed Water Extension Project

Mr. Furman:

Pace Water System, Inc. (PWS) is currently designing a gravity sewer extension on East Spencerfield Rd. to collect sewer from the proposed subdivision Heritage Estates and to eliminate an existing lift station at Plantation Creek Subdivision. The project will consist of five road crossings. PWS is requesting to open cut East Spencerfield Rd. in two locations (both entrances of the proposed Heritage Estates Subdivision). The Developer of Heritage Estates has agreed to coordinate the overlay of road (outside of entrances) with PWS directly following road cuts if permitted by the County. PWS is also requesting to open cut Carlyn Dr. at both intersections with East Spencerfield Rd. (the north intersection is not in very good condition). The requested open cuts are demonstrated in the attached documents. Also, PWS would like to request an easement along the south border of the retention pond located on East Spencerfield Rd. (Parcel No. 2-1N-29-3211-00000-AREA) to run gravity sewer and reclaimed water transmission mains in. PWS appreciates the opportunity to work with the county on this matter. Please let me know if you need any additional information or supporting documents.

Sincerely,

A handwritten signature in black ink, appearing to read "Damon Boutwell".

Damon Boutwell, P.E.  
General Manager

Prepared for Santa Rosa County Board of Commissioners

Requested Open Cut at Carlyn Dr.

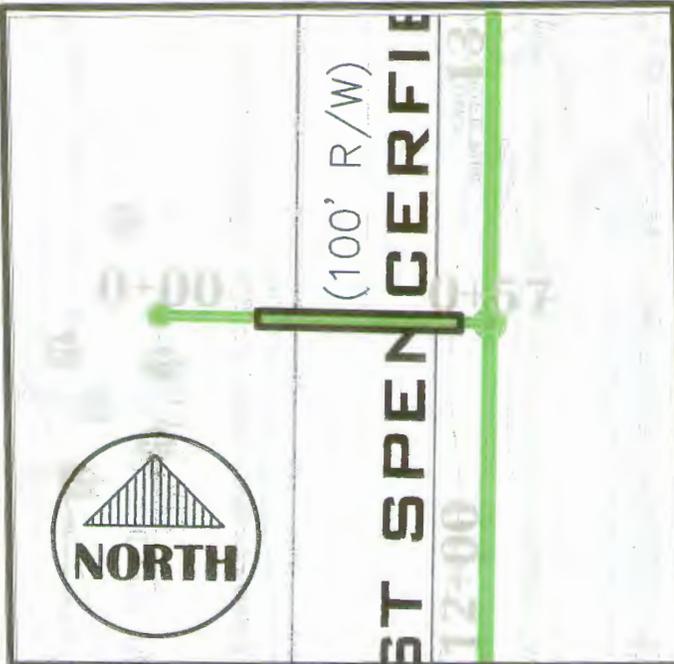
Requested Open Cut at Carlyn Dr.

Requested Open Cuts at Proposed Subdivision

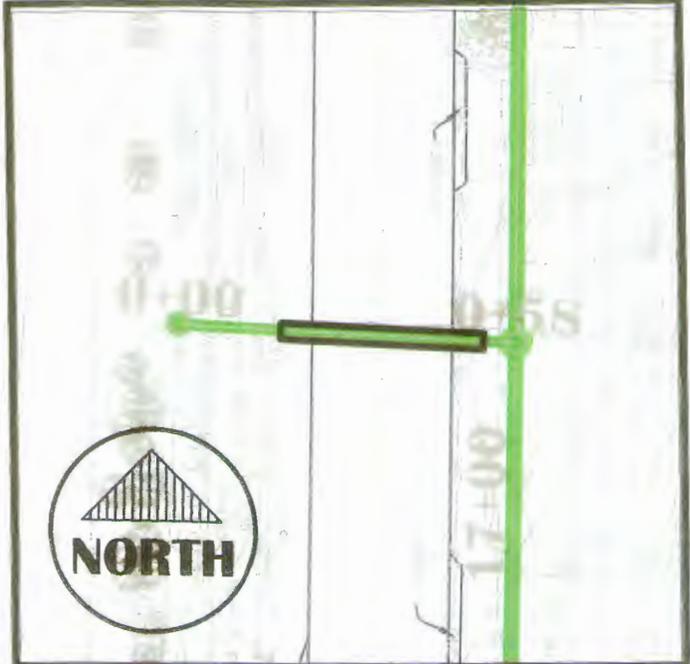
Proposed Gravity Sewer Extension

Proposed Subdivision





South Entrance of Heritage Estates



North Entrance of Heritage Estates



South Entrance of Carlyn Dr.



North Entrance of Carlyn Dr.



**Pace Water System, Inc.**

4401 WOODBINE ROAD  
PACE, FL 32571

PHONE: 850-994-5129  
FAX: 850-994-6920

**East Spencerfield Rd. Gravity Sewer  
and Reclaimed Water Extension**

Date: April 2014

Prepared For:  
Santa Rosa County

**NOTICE TO BIDDERS  
CULVERT PIPE**

Notice is hereby given that the Board of County Commissioners of Santa Rosa County, Florida, will receive sealed bids for culvert pipe.

All bids must be original and delivered by hand, Fed Ex, or mail to the Santa Rosa County Procurement Department, 6495 Caroline Street Suite G, Milton, Florida, 32570; and must be received by 10:00 a.m., May 15, 2012, at which time bids will be opened and read aloud. Bids received after the time set for the bid opening will be rejected and returned unopened to the bidder. Bids are to be sealed and plainly labeled "**BID - PIPE**". Bids received after the time set for the bid opening will be rejected and returned unopened to the bidder. All interested parties are invited to attend.

Questions concerning this request should be directed to Mr. Tom Collins at (850) 626-0191.

Specifications and bid form may be secured from Santa Rosa County Website ([www.santarosa.fl.gov/bids](http://www.santarosa.fl.gov/bids)) or at the Santa Rosa County Procurement Department at the address provided above. Telephone (850) 983-1870

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

All prices are firm for a period of one year. After one year, the County may approve the option of renewing the contract at the same or a lessor price for a period not to exceed two years with the agreement of the bidder.

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

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

**LEGAL NOTICE**

One issue – April 14, 2012 - Press Gazette, April 19, 2012 –Navarre Press, and April 19, 2012 – Gulf Breeze News

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

*BOCC approval for aluminized pipe from Gulf ATLANTIC on 5/24/2012.  
BOCC approval for HDPE and bituminous coated pipe from Arcadia CULVERT on 5/24/2012.*

**Tom Collins**

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**From:** Gulf Atlantic Culvert Company, Inc. <gulfatlantic@nettally.com>  
**Sent:** Monday, March 17, 2014 11:06 AM  
**To:** Tom Collins  
**Subject:** Yearly Bid on Metal Culverts

03/17/14

Tom,

Please let this e-mail serve as notification that Gulf Atlantic Culvert Company will extend the annual contract at the current bid prices for an additional 12 month period, beginning on 5-24-2014 and extending to 5-24-2015.

Thank you for your continued business,

Jennifer Weaver  
President

7

**Tom Collins**

---

**From:** dkmiller@mbiroi.com  
**Sent:** Monday, March 31, 2014 1:32 PM  
**To:** Tom Collins  
**Subject:** Pipe bid extension

Tom I will extend the contract for HDPE pipe and bituminous coated pipe for one more year at the same price.

Thanks  
David Miller  
Sent from my Verizon Wireless BlackBerry

## Avis Whitfield

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**From:** Stephen Furman  
**Sent:** Wednesday, April 02, 2014 11:04 AM  
**To:** Avis Whitfield  
**Subject:** FW: Parkwood Commons Subdivision

From: John Quina [mailto:john@thomashomescorp.com]  
Sent: Wednesday, April 02, 2014 11:03 AM  
To: Stephen Furman  
Subject: Fwd: Parkwood Commons Subdivision

Sent from my iPad

Begin forwarded message:

From: "John Quina" <john@thomashomescorp.com>  
Date: April 2, 2014, 11:01:12 AM CDT  
To: <stephen@santarosa.fl.gov>  
Subject: Parkwood Commons Subdivision

Thomas Homes Corporation would like to be added to the next county commissioner's meeting. To discuss the sidewalk issues in Parkwood Commons Subdivision.

Thomas Henry  
Thomas Home Corporation.

Sent from my iPad

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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.

# ***BUDGET & FINANCIAL MANAGEMENT COMMITTEE***

Chairman: Commissioner Cole  
Vice Chairman: Commissioner Lynchard

April 7, 2014

## **Bid Actions:**

- 1) Discussion of bids received for custodial services for county buildings. Low bidder meeting specifications is Southern Management ABM, LLC, with a bid of \$7,700.80 per month.
- 2) Discussion of proposals received for an annual maintenance contract on the 2 uninterrupted power sources (UPS) located at Emergency Management. Department Of Emergency Management recommends Nationwide Power's submittal with the warranty option for \$4,772.

## **Budget:**

- 3) **Budget Amendment 2014 – 106** in the amount of **\$ 59,847** to carry forward funds for the maintenance of Skiwatch canal in the Skiwatch MSBU Fund.
- 4) **Budget Amendment 2014 – 107** in the amount of **\$ 40,575** to transfer funds from the Capital Fund to the General Fund to purchase the Cisco Blade Server System and software for data collection and storage redundancy as approved at the March 27, 2014 BOCC Regular Meeting.
- 5) **Budget Amendment 2014 – 108** in the amount of **\$ 695,000** to carry forward funds for CR 197 Shoulder Addition and Resurfacing Project in the Road & Bridge Fund as approved at the August 22, 2013 Regular Meeting and will be funded 100% by FDOT.
- 6) **Budget Amendment 2014 – 109** in the amount of **\$ 25,000** to carry forward funds for Mitigation Plan Development and Consulting for Santa Rosa Shores Canal dredging project in the Santa Rosa Shores Canal MSBU.
- 7) **Budget Amendment 2014 – 110** in the amount of **\$ 29,777** to recognize a contribution from the City of Milton associated with their participation in the CDBG funded Bagdad Sewer Extension and authorizes for expenditure as approved at the March 13, 2014 BOCC Regular Meeting.
- 8) **Budget Amendment 2014 – 111** in the amount of **\$ 47,633** to recognize Florida Service Volunteer Fire Assistance Grant (\$24,268) and the transfer of (\$23,365) from Reserve for Contingencies and allocate for expenditure in the MSBU Fire Districts Fund.

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

- 9) Discussion of County Expenditures / Check Register

## PROCUREMENT RECOMMENDATION

1. **PRODUCT/SERVICE:**    CUSTODIAL SERVICES
2. **RESPONSIBLE OFFICE:** BUILDING MAINTENANCE
3. **DESCRIPTION OF SERVICE/PRODUCT:**

Janitorial/Custodial services for the following buildings: Administrative Annex, Animal Services Building, Bagdad Community Center, Chumuckla Community Center, Clerk Annex, Co-Operative Extension Office, Library Admin Center, Emergency Management, Engineering Department, Fidelis Community Center, Gulf Breeze Library, Milton Library, Navarre Library, Pace Library, Peter Prince Field Restrooms, Probation Services, Public Defender's Office, Public Services Buildings, Public Works Building, Santa Rosa Archives, United States Department of Agriculture, Veterans Memorial Office.

4. **SCOPE OF WORK:**

All custodial/janitorial work to be performed under this proposal shall consist of furnishing all equipment, tools, labor supervision and insurance necessary to perform this contract. All work under this proposal shall be done after normal business hours, unless so specified in writing and agreed to by both parties. **Hallways and Common Areas:** To be Vacuumed and/or mopped three (3) days per week; Tile floor areas to be cleaned, waxed and buffed once a month; Public counter tops should be dusted three (3) days per week; Glass Entrance Windows and Doors cleaned three (3) days per week. Restrooms: To be Cleaned and sanitized (3) days per week. **Office Areas:** To be Cleaned (dusted, vacuumed, mopped) three (3) days per week. **Office Windows:** To be Cleaned One (1) time per month. **All Trash Containers:** To be emptied three (3) days per week.

5. **BIDDERS AND PRICES:**

A. Southern Management ABM, LLC	\$7,700.80 per month
B. Jani King, dba Erlainn, LLC	\$7,717.00 per month

**PROCUREMENT RECOMMENDATION**

- 1. PRODUCT/SERVICE:** UNINTERRUPTED POWER SOURCE (UPS) MAINTENANCE
- 2. RESPONSIBLE OFFICE:** EMERGENCY MANAGEMENT
- 3. DESCRIPTION OF SERVICE/PRODUCT:**  
Annual Maintenance on (2) Uninterrupted Power Supply Units UPS(s) located at Emergency Management
- 4. SCOPE OF WORK:**  
The annual inspection will consist of (2) Preventive maintenance inspections on the UPS Electronics and (2) preventive maintenance inspections on the battery systems
- 5. BIDDERS AND PRICES:**
  - A. 24/7 Technology, Inc.
  - B. AK Solid State Incorporated
  - C. United Power Systems
  - D. DC Group
  - E. Gruber Industries, Inc.
  - F. Power 4 U Inc.
  - G. Nationwide Power Solutions

## Orrin Smith

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**From:** Brad Baker  
**Sent:** Monday, March 31, 2014 3:03 PM  
**To:** Jayne Bell; Orrin Smith  
**Cc:** Tony Gomillion; Deb Grinde  
**Subject:** UPS

DEM recommends Nationwide Power with the warranty option for \$4,772.00 Proposal# NPS12Q4407. Let me know if you need anything further from DEM.

Thanks,

Brad Baker, FPEM  
Emergency Management Director  
850-983-4610 (Office)  
[bradb@santarosa.fl.gov](mailto:bradb@santarosa.fl.gov)

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

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## BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: March 25, 2014

FROM: **Skiwatch MSBU Fund**  
TO: Board of County Commissioners  
VIA: Budget Manager  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	129 – 3990001	Cash Carried Forward	\$ 59,847
To:	8302 – 5340038	Canal Maintenance	\$ 59,847

**State reason for this request:**

Carry forward to pay for maintenance of Skiwatch canal invoices submitted by HOA president.

**Requested by Henry Brewton /s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-106

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 04/07/2014

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 10<sup>th</sup> day of April, 2014.***

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: March 28, 2014

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>Fund 302:</b>	<b>9302 – 5990017</b>	<b>Future Capital Outlay</b>	<b>(\$ 40,575)</b>
	<b>9302 – 5910001</b>	<b>To General Fund</b>	<b>\$ 40,575</b>
<b>Fund 001:</b>	<b>001 – 3810023</b>	<b>From Capital Fund</b>	<b>\$ 40,575</b>
	<b>0120 - 568001</b>	<b>Intangible Assets</b>	<b>\$ 40,575</b>

**State reason for this request:**

Transfer of funds from the Capital Fund to the General Fund to purchase the Cisco Blade Server System and required operating software for data collection and storage redundancy as approved at the March 27, 2014 BOCC Regular Meeting.

**Requested by: Jayne Bell/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-107**

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

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

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

BUDGET COMMITTEE ACTION

DATE: April 7, 2014

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 10<sup>th</sup> day Of April, 2014.*

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

## BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: March 31, 2014

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>From:</b>	<b>101 – 3990001</b>	<b>Cash Carried Forward</b>	<b>\$ 695,000</b>
<b>To:</b>	<b>2100 – 5340035</b>	<b>FDOT Grant Projects</b>	<b>\$ 695,000</b>

**State reason for this request:**

Carries forward funds for CR 197 Shoulder Addition and Resurfacing Project as approved at the August 22, 2013 BOCC Regular Meeting and will be funded 100% by FDOT.

**Requested by Roger Blaylock/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-108**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 7, 2014

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 10<sup>th</sup> day Of April, 2014.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

## BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: March 31, 2014

FROM: **Santa Rosa Shores Canal MSBU**  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>From:</b>	<b>121 – 3990001</b>	<b>Cash Carried Forward</b>	<b>\$25,000</b>
<b>To:</b>	<b>8200 – 5340038</b>	<b>Canal Maintenance</b>	<b>\$25,000</b>

**State reason for this request:**

Carry forward funds for Mitigation Plan Development and Consulting for Santa Rosa Shores Canal dredging project.

**Requested by Henry Brewton /s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-109**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 04/07/14

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 10<sup>th</sup> day of April, 2014.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

# WETLAND SCIENCES INCORPORATED

## Invoice

DATE	INVOICE #
12/2/2013	2013-532

BILL TO
Jeff Pate SRS Canal Maintenance Assoc. 1148 Park Lane Gulf Breeze, Florida 32563

P.O. NO.	TERMS	CONTACT
	Net 30	CDM

DESCRIPTION	RATE	SERVICED	QTY	AMOUNT
Mitigation Plan development	7,500.00	11/27/2013	1	7,500.00
Site design, Impact quantification	2,500.00	11/27/2013	1	2,500.00
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>RECEIVED</b>                      MAR 31 2014                      BY:  </div>				
<b>Total</b>				\$10,000.00

121-399001

121-8200-5340038



### 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: April 1, 2014

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>
<b>Fund: 001 001 – 3660001</b>	<b>Miscellaneous Donations</b>	<b>\$ 29,777</b>
<b>0013 – 5310016</b>	<b>Professional Services - Engineering</b>	<b>\$ 14,859</b>
<b>0013 – 5340064</b>	<b>CDBG Sewer Project – Bagdad</b>	<b>\$ 14,918</b>

**State reason for this request:**

Recognizes a contribution from the City of Milton associated with their participation in the CDBG funded Bagdad Sewer Extension. At the March 13, 2014 meeting, the BOCC approved the contract with Ken Horne & Associates in the amount of \$ 14,858 for portion of additional Construction Administration and Inspection services associated Bagdad CDBG wastewater extension project. Additionally, the contribution covers a portion of construction expenditures not reimbursed under the grant.

**Requested by Sheila Harris /s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-110

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: 04/07/2014

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 10<sup>th</sup> day Of April, 2014.*

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

## Jayne Bell

---

**From:** Sheila Harris  
**Sent:** Tuesday, April 01, 2014 11:03 AM  
**To:** Jayne Bell  
**Cc:** Henry Brewton  
**Subject:** Budget Amendment Request - Bagdad Sewer Extension/City of Milton Contribution

Jayne,

Please process a budget amendment as follows:

101 - 3660001	Contribution from the City of Milton	\$ 29,777
0013 - 5310016	Professional Services - Engineering	\$ 14,859
0013 - 5340064	CDBG Sewer Project - Bagdad	\$ 14,918

Recognizes a contribution from the City of Milton associated with their participation in the CDBG funded Bagdad Sewer Extension. At the March 13, 2014 meeting, the BOCC approved an increase in the contract with Ken Horne & Associates in the amount of \$14,858.31 for portion of additional Construction Administration and Inspection services associated with Bagdad CDBG wastewater extension project. Additionally, the contribution covers a portion of construction expenditures not reimbursable under the grant.

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

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## BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: April 1, 2014

FROM: **MSBU Fire Districts 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>
<b>From:</b>	<b>120- 3349003</b>	<b>Florida Forest Service (VFA) Grant</b>	<b>\$ 24,268</b>
	<b>8100 - 599001</b>	<b>Reserve for Contingency</b>	<b>(\$ 23,365)</b>
<b>To:</b>	<b>8100 - 541001</b>	<b>Communications</b>	<b>\$ 5,450</b>
	<b>8100 - 552001</b>	<b>Operating Supplies</b>	<b>\$ 42,183</b>

**State reason for this request:**

Recognizes Florida Forest Service Volunteer Fire Assistance (VFA) Grant and the transfer of funds from Reserve for Contingency and allocates for expenditure.

**Requested by: Brad Baker/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2014-111**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: April 7, 2014

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 10<sup>th</sup> day Of April, 2014.***

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

# BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: April 10, 2014

FROM: Emergency Management  
TO: Board of County Commissioners  
VIA: Budget Director  
SUBJ: Request Approval of the following

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
FROM:	120-3990001	Cash Carried Forward	(\$24,267.65)
	8100-599001	Reserve for Contingency	(\$23,365.35)
TO:	120-8100-552001	Operating Supplies	\$42,183.00
	120-8100-541001	Communication	\$ 5,450.00

**State reason for this request:**

Recognizes Florida Forest Service Volunteer Fire Assistance (VFA) Grant reimbursement and allocates funding for operating supplies and communication expenses.

**Requested by: Brad Baker/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2014-xxx

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

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

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

BUDGET COMMITTEE ACTION

DATE:

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

*PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 10<sup>th</sup> day of April, 2014.*

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

No support documentation for this agenda item.