

June 8, 2015

ECONOMIC DEVELOPMENT COMMITTEE

1. Update/presentation on NAS Whiting Field by commanding officer Capt. Todd Bahlau.
2. Discussion of annual Agreement with Karen Harrell for Beaches to Woodlands Event Coordinator Services as recommended by the Tourist Development Council.

No support documentation for this agenda item.

Date: June 2, 2015

To: Hunter Walker, County Administrator

From: Julie Morgan, Tourist Development Director

Subject: Recommendation for 2015 Beaches to Woodlands Tour

Beaches to Woodlands Tour highlights Santa Rosa County from the North to the South ends for five weeks in the Fall and includes many events. The Beaches to Woodlands Tour has brand equity. It has become a staple Tourism event in Santa Rosa County that has something for everyone to enjoy. The tour has been touted as a "Santa Rosa Showcase".

The Beaches to Woodlands Tour will be going into its 12th year in 2015 as a staple event of Santa Rosa County's Tourism. Estimated numbers of visitors that visit many attractions throughout the 5 week event run around 200,000 people. During this five week event there are at least 40 separate events being held throughout the county that are all part of the Beaches to Woodlands Tour.

Bed tax collections have risen year after year in Santa Rosa County in the month of October and we believe the Beaches to Woodlands Tour plays a major role in this increase.

The TDC Board of Directors voted in May 2015 with no objections to recommend we spend \$35,000.00 on a contract this year with Karen Harrell. The cost has not increased of her contract from last year. Ms. Harrell has had this contract for the past six years. Ms. Harrell coordinates all marketing efforts, press releases, advertising, works with all of the 40 plus events throughout the tour to ensure all information is accurate and promoted properly. Ms. Harrell's contract includes all advertising fees within many publications, radio, online, etc. This would be currently funded from the 2014/15 Fiscal year budget and a appropriated line item in the fiscal 2015/16 fiscal budget.

I have looked closely at this event and believe it is a very important event that showcases Santa Rosa County's Tourism in its entirety from Jay all the way to Navarre Beach. All of our attractions are on the tour and it also includes many events such as: Jay Peanut Festival, Holland Farms Pumpkin Patch, Sweet Season Farms Corn Maze and Whispering Pines Christmas Tree Farm hay rides, arts events, golf, and much more. I am attaching a promotional piece used last year that shows a map of SRC and all of the attractions and events on the Beaches to Woodlands Tour. I as the Tourist Development Director recommend we spend the \$35,000 on the Beaches to Woodlands Tour contract and move it into its 12th year with much success.

Sincerely,

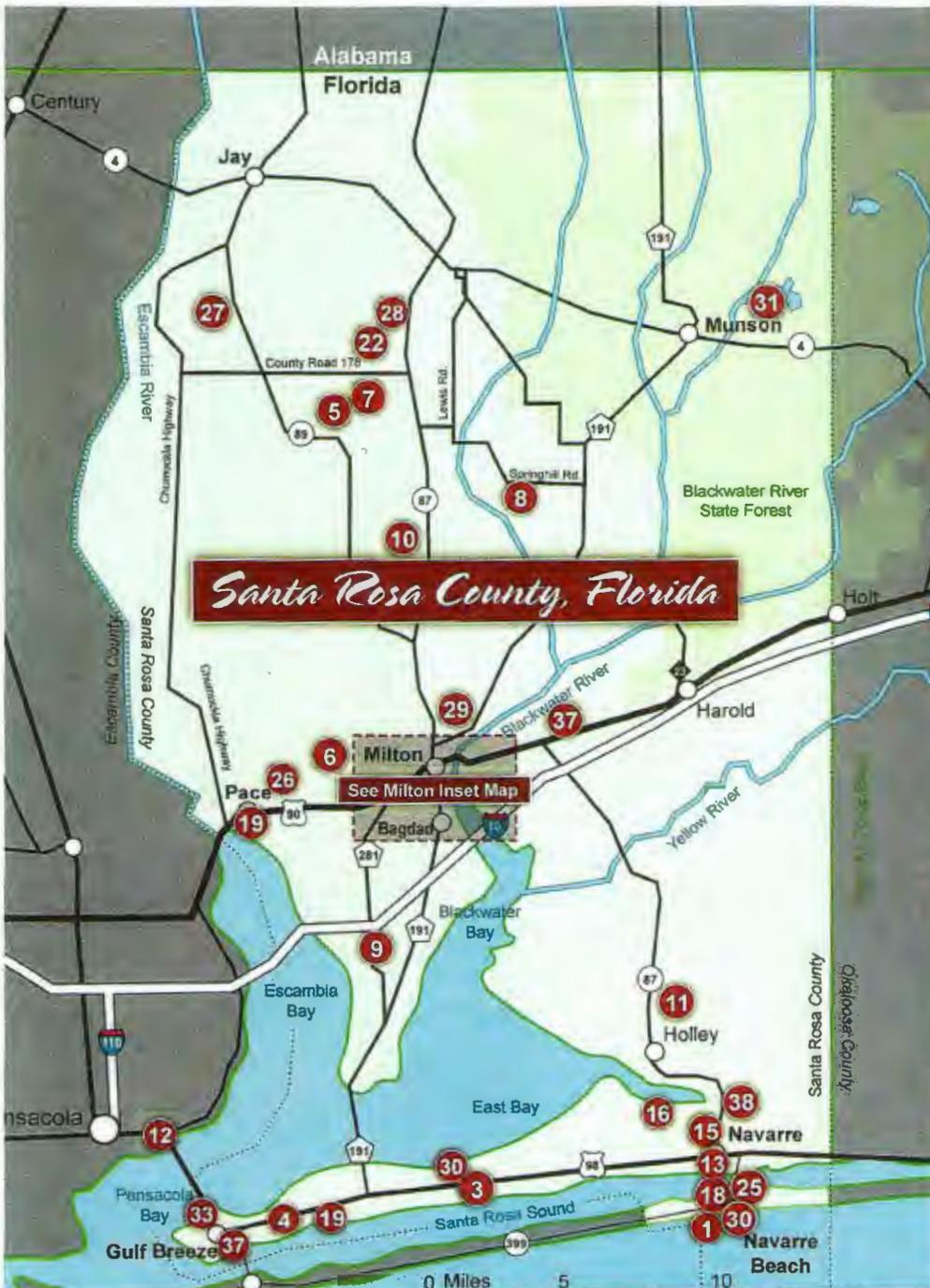


Julie Morgan, Tourist Development Director

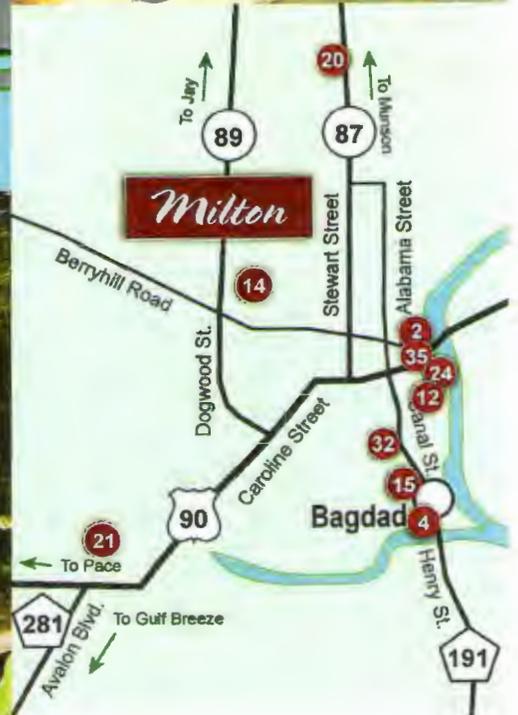


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Santa Rosa County Tourist Development Council
8543 Navarre Parkway - Navarre, FL 32566
phone 850.931.8086 - fax 850.939.0085
sxc.florida-playground.com





Santa Rosa County, Florida



Sept. 27-Nov. 2

- 22 Sweet Season Farms Corn Maze and Fall Fun Festival
- 7 Holland Farms Pumpkin Patch and Hay Ride

Oct. 1-31

- 10 Clear Creek Farm Aquaponic Tours
- 8 Fall "Leaf Change" Zipline Tours, Adventures Unlimited

Oct. 3

- 35 Florida Trails Milton Dinner Walk

Oct. 3-4

- 13 Monarch Madness Butterfly Festival

Oct. 4, 11, 18, 25

- 11 Holley Hill Pottery & Art Studio Openings
- 4 Gulf Islands National Seashore Visitor Center
- 2 Santa Rosa Historical Museum
- 6 Secrets of Santa Rosa: Archaeology & History in Your Backyard
– Arcadia Mills, Milton

Oct. 4

- 24 City of Milton Riverwalk Run 5k & Bands on the Blackwater
- 18 2nd Annual Juanas Oktoberfest
- 15 Sand Dollar Saturday & Local Marketplace
- 18 Florida Trails Beach Walk
- 35 Movie Night at the Imogene
– Alfred Hitchcock's North by Northwest
- 32 Bagdad Museum Lecture Series
– Street Names of Bagdad

Oct. 4-5

- 27 25th Annual Jay Peanut Festival

Oct. 5

- 37 The American Rodeo Calf Roping Regional Qualifier

Oct. 5, 12, 19, 26

- 9 Free Saltwater Fishing Avalon Landing RV Park

Oct. 10

- 16 Navarre Chamber Golf Classic, Hidden

Oct. 10-11

- 29 Friends of the Milton Library Fall Book Sale

Oct. 10-12

- 14 St Rose of Lima International Fall Festival & 5k

Oct. 11

- 1 Navarre Pier Free Kid's Fishing Clinic & Pole Giveaway
- 32 Depot Days - West Florida Railroad Museum
- 33 Unlimited Horizons of the Emerald Coast "Psychic Fair"
- 32 50s Fling – Elvis in the House, Bagdad Museum

Oct. 11 and 25

- 25 Sea Turtle Extravaganza

Oct. 11-12

- 31 Munson Community Heritage Festival

Oct. 11, 17, 18 Live Concert, 19, 24, 25, 26, 31, Nov. 1

- 5 Whispering Pines Haunted Hayride With Live Concert

Oct. 12

- 12 Bridge to Bridge 5k, Three Mile Bridge.

Oct. 14

- 38 Meet the Artist at a Special Place

Oct. 18

- 20 Fenner McConnell / Matt Wantz Blackwater Heritage Century Ride

- 30 Run for the Reef 5k/10k

- 38 14th Annual Navarre Beach Car, Truck & Bike Show

- 19 Coastline 5k/10k

Oct. 18-19, 25-26

- 3 Boo at the Zoo

Oct. 19

- 18 21st Annual Juana's Charity Chili Cook-off & Volleyball Tourney

Oct. 24

- 21 UF/IFAS West Florida Research & Education Center Fall

- 25 Harvest Dinner

Oct. 24-25

- 32 Science Spooktacular by the Sea
– Navarre Beach Marine Science Station

- 24 Halloween Murder Mystery Dinner Show, Bagdad Museum
Ghost Walk, Downtown Milton

Oct. 25

- 26 Ladies Night at Alyssa's Antiques

- 18 5K Dead Pirate Glow Run/Walk

- 15 Bagdad Village Plein Air Paint Out

More information and guide maps can be found at these locations:

13 Navarre Beach
Chamber of Commerce
& Visitor Center



37 Gulf Breeze
Chamber of Commerce



38 Santa Rosa
Chamber of Commerce
& Visitor Center



36 Don't miss Sept. 27-29, Navarre Beach Sandsculpting Festival & Navarre Beach Fishing Rodeo

HISTORIC MILTON

Navarre Beach

FLORIDA'S PLAYGROUND

Presented by the Santa Rosa County
Tourist Development Council

www.TheBeachestoWoodlandsTour.com
or call 1-800-480-SAND (7263)

June 8, 2015

ADMINISTRATIVE COMMITTEE

1. Discussion of following related to submission of FY 2014 Community Development Block Grant (CDGB) application for water main and fire protection improvements by Midway Water System in Barbarosa and New Hope neighborhoods:
 - Resolution authorizing submission of CDGB grant application to the Florida Department of Economic Opportunity
 - Interlocal Agreement with Midway Water System, Inc.
2. Discussion of Interlocal Agreement with the Town of Jay pursuant to Town submission of FY2014 CDBG Neighborhood Revitalization grant for water and gas system improvements.
3. Discussion of draft ordinance related to code enforcement adjudication system and procedures.
4. Discussion of draft county administrator job announcement and recruitment update.
5. Discussion of declaration as surplus property items from the Emergency Management Department as recommended by the Clerk of Courts.
6. Discussion of proposal from Gulf Coast Industrial Construction, LLC in the amount of \$27,836 for addition of overhang for EDO building based on comparison shopping.
7. Discussion of annual Detailed Work Plan Budget for Mosquito Control as required by Florida Department of Agriculture and Consumer Services and authorize execution of related documents.
8. Discussion of appointment of Stephen Reyes as private property owner to the 2015 Value Adjustment Board (VAB).

9. Discussion of 2nd annual 5K Pirate Run/Walk on Navarre Beach Saturday, September 19, 2015 beginning at 4:00 p.m. by the Krewe of Karibbean.
10. Discussion of rescheduling Monday, September 7, 2015 Committee-of-the-Whole meeting to Tuesday, September 8, 2015 beginning at 9:00 a.m. due to Labor Day observance.
11. **INFO ONLY:** Public Hearing items scheduled for 9:30 a.m. Thursday, June 11, 2015: None

RESOLUTION NO. 2015-____

WHEREAS, the Board of County Commissioners of Santa Rosa County, Florida, is hereby making known its intention to apply to the State of Florida for Community Development Block Grant Neighborhood Revitalization assistance under the provisions as set forth in Title I of the Housing and Community Development Act of 1974, as revised; and

WHEREAS, the Board of County Commissioners desires to provide the replacement of water lines in two low-to-moderate income neighborhoods in the Midway Community, and understands that the total estimated cost associated with the construction, engineering, and administrative expenses being applied for is \$750,000.00; and

WHEREAS, the legislative body of Santa Rosa County, Florida, recognizes the Chairman as the appropriate County official authorized, in his/her capacity as Chairman to act on behalf of the County in such matters and further acknowledges that his/her signature shall be binding upon Santa Rosa County in such matters; therefore

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

1. That it approves the submission of the FFY 14 CDBG Neighborhood Revitalization application requesting \$750,000.00 in federal grant assistance for grant funded construction of water improvements; and
2. That this legislative body of the Santa Rosa County, Florida, hereby authorizes the Chairman (or in his/her absence, the Vice Chairman) to act as the appropriate County official on behalf of Santa Rosa County, Florida, in dealings with the State of Florida and to sign any and all necessary application forms requesting FFY 14 CDBG assistance; as well as, submitting any additional information required and signing any necessary contracts and/or other agreements between the State of Florida and Santa Rosa County, Florida that may result from this application; and
3. That Santa Rosa County hereby authorizes the County Administrator to sign any and all documents and reports for the proposed grant not expressly required to be signed by the chief elected official.

PASSED AND ADOPTED by the Santa Rosa Board of County Commissioners on a vote of ____ yeas, ____ nays, and ____ absent, in regular session, this 11th day of June, 2015.

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

BY _____
Lane Lynchard, Vice-Chairman

ATTEST:

Donald C Spencer, Clerk of Courts

INTERLOCAL AGREEMENT

PROPOSED FFY 2014 CDBG NEIGHBORHOOD REVITALIZATION GRANT PROJECT

WHEREAS, Santa Rosa County and Midway Water System, Inc., on _____, 2015 are entering into an Interlocal Agreement for the purpose of clarifying responsibilities concerning Santa Rosa County's proposed FFY 2014 CDBG Neighborhood Revitalization Grant project, which will construct facilities for Midway Water System, Inc. using CDBG funds and will complement the investments already made by Midway Water System, Inc. and Santa Rosa County in promoting interlocal community development and cooperation, and support and complement state and regional comprehensive plans, but which necessitates a further clarification of each parties responsibilities, and;

WHEREAS, the proposed CDBG Neighborhood Revitalization Project involves provision of replacement water facilities to predominantly low and moderate income persons in the Midway Community; all of the construction work will occur within unincorporated Santa Rosa County; and the Midway Water System, Inc. will own and maintain the water facilities;

NOW THEREFORE BE IT RESOLVED, that Santa Rosa County and Midway Water System, Inc. agree as follows:

1. Midway Water System, Inc. shall participate in and cooperate with the processing of the grant application, as necessary.
2. Santa Rosa County shall construct the water facilities in Midway in accordance with the requirements of Midway Water System, Inc. and shall, upon completion and acceptance by Midway Water System, Inc. give those facilities within the county right-of-ways to Midway Water System, Inc. , which shall then own and maintain all water facilities within the county right-of way to be constructed.
3. Santa Rosa County will administer the proposed grant and will have the ultimate responsibility to assume all obligations under the terms of the grant including assuring compliance with all applicable laws and program regulations and performance of work in accordance with the grant contract.
4. The Santa Rosa County Board of Commissioners will work with Midway Water System, Inc. to procure construction contractors and engineering services in conjunction with the water line replacement in Midway. Grant administrative services will be separately procured directly by Santa Rosa County.
5. It is further agreed that any change to the project design, beneficiaries, or service area, or any need for modification of construction contracts will, by necessity of CDBG funding, require prior notification of and approval by the Santa Rosa County Board of Commissioners. Midway Water System, Inc. agrees to provide such notification in writing within sufficient time to allow for the County to file any required program amendment with the Florida Department of Economic Opportunity.
6. A representative of Midway Water System, Inc. shall attend any meetings in which selection of construction contractors is discussed and shall attend the pre-construction conference and any other required construction progress conferences.
7. The Santa Rosa County Board of Commissioners retains the right to review and approve/disapprove all payments to construction contractor(s) and to make all grant disbursements.
8. Santa Rosa County shall provide copies of all contracts, pay estimates, invoices and other relevant correspondence as it is generated to the Midway Water System, Inc..
9. Midway Water System, Inc. agrees to allow accessibility of its records and files pertaining to this project for inspection by the Santa Rosa County Board of Commissioners, State Examiners Office, DEO, HUD, and other monitoring agencies.
10. As required by CDBG guidelines, the Santa Rosa County Board of Commissioners and Midway Water System, Inc. will retain all records for this project for at least six years from the date of the final accepted audit.
11. Nothing contained in this agreement shall deprive Midway Water System, Inc. or Santa Rosa County of any power for zoning, development control, or other lawful authority which it presently possesses.

SEAL

Attest: Donald C. Spencer, Clerk of Courts

Don Salter, Chairman
Santa Rosa County, BOCC

SEAL

Attest:

John Grant, President
Midway Water System, Inc.

INTERLOCAL AGREEMENT

PROPOSED FFY 2014 CDBG NEIGHBORHOOD REVITALIZATION GRANT PROJECT

WHEREAS, the Town of Jay and Santa Rosa County, on _____, 2015 are entering into an Interlocal Agreement for the purpose of clarifying responsibilities concerning the Town of Jay's proposed FFY 2014 CDBG Neighborhood Revitalization Grant project for water and gas system improvements using CDBG funds and;

WHEREAS, the proposed CDBG Neighborhood Revitalization Project involves the replacement of water and gas meters both inside and outside the city limits of Jay, and within the boundaries of the Town of Jay's water and gas systems; and portions of the construction work will occur within the right-of-ways of unincorporated Santa Rosa County; and the Town of Jay will own and maintain the water and gas facilities;

NOW THEREFORE BE IT RESOLVED, that the Town of Jay and Santa Rosa County agree as follows:

1. The Town of Jay will be the grant applicant and request CDBG Neighborhood Revitalization funding for the replacement of gas and water meters.
2. Santa Rosa County will allow the Town to replace the gas and water meters located within County right-of-way at no charge to the Town.
3. The Town of Jay will own and maintain all the water and gas facilities to be constructed.
4. Nothing contained in this agreement shall deprive the Town of Jay or Santa Rosa County of any power for zoning, development control, or other lawful authority which it presently possesses.

SEAL

Attest:

Kurvin Qualls, Mayor
Town of Jay

SEAL

Attest:

Lane Lynchard, Vice-Chairman
Santa Rosa County BOCC



SANTA ROSA COUNTY BOARD OF COMMISSIONERS

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



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

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

MEMORANDUM

FROM: ROY V. ANDREWS, COUNTY ATTORNEY

DATE: MAY 21, 2015

RE: CODE ENFORCEMENT / SPECIAL MAGISTRATES SYSTEM

I have attached a draft ordinance which revamps the county's system for enforcement of code violations. We currently utilize the Court system for enforcement. The new procedure would utilize special magistrates for hearing offenses. This is a draft only, I want input before scheduling a public hearing for enactment.

RVA/mba
Attachment

ORDINANCE NO. 2015 - ____

**AN ORDINANCE RELATING TO SANTA ROSA COUNTY, FLORIDA;
PROVIDING FOR THE ESTABLISHMENT OF THE CODE
ENFORCEMENT SYSTEM AND PROCEDURES; PROVIDING FOR
THE REPEAL AND REPLACEMENT OF ORDINANCE 96-18;
PROVIDING FOR SEVERABILITY; 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: This Article shall be known and cited as the "Santa Rosa County Code Enforcement Ordinance."

DIVISION 1. - CODE ENFORCEMENT SYSTEM AND PROCEDURES

The Santa Rosa County Administration is hereby directed to enforce this ordinance. Enforcement may be compelled by the County Administrator, the County Planner (Director, Department of Community Planning, Zoning and Development), County Engineer (CE), Building Official or any other official of Santa Rosa County designated by the County Administrator or the Board of County Commissioners. In addition, enforcement of this ordinance in the Navarre Beach Administrative Area shall be accomplished by the Navarre Beach Executive Director through designation of the County Administrator.

Section 1 – Code Enforcement procedure.

(A) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

Code Enforcement officer means any agent or employee of the county whose duty it is to ensure code compliance.

Violators means those persons or entities legally responsible for the violation of the codes or ordinances listed in Division 2 Section 9.

(B) *Authority to initiate proceedings.* Code Enforcement officers shall have the authority to initiate enforcement proceedings as provided below. No special magistrate shall have the power to initiate such proceedings.

(C) *Remedial period required.* A code enforcement officer who finds a violation of the sections of this Ordinance listed in Division 2 Section 9 shall determine a reasonable time period within which the violator must correct the violation. This determination shall be based on considerations of fairness; practicality; ease of correction; ability to correct; severity of violation; nature, extent and probability of danger or damage to the public; and other relevant factors relating to the reasonableness of the time period presented. A code enforcement officer does not have to provide the person with a reasonable time period to correct the violation prior to issuing a citation and may immediately issue a citation if a repeat violation is found or if the code enforcement officer has reason to believe that the violation presents a serious threat to the public health, safety, or welfare, or if the violation is irreparable or irreversible.

(D) *Notice; service.* A code enforcement officer who finds such a violation is authorized to issue a civil violation notice to the violator. Service shall be effected by delivering the civil violation notice to the violator or his agent, or by leaving the civil violation notice at the violator's usual place of abode with any person residing therein who is 15 years of age or older and informing that person of its contents. If such service cannot be effected, the civil violation notice may be sent by certified mail, return receipt requested, or by posting of the civil violation notice in a conspicuous place on the premises or real property upon which the violation has been observed. Such posting of the civil violation shall be deemed proper service, and the time for compliance, stated in the notice shall commence with the date such notice is posted.

(E) *Contents of notice.* The civil violation notice shall include, but not be limited to, the following:

- (1) Date of issuance;
- (2) Name of the code enforcement officer and the division or department issuing the notice;
- (3) Name and address of the violator;
- (4) Number of the ordinance section that has been violated;
- (5) Brief description of the nature of the violation, including location, date, and time of violation;
- (6) Amount of the civil penalty for which the violator may be liable;
- (7) Instructions and due date for paying the civil fine or filing for an administrative hearing before a special magistrate to appeal the civil fine;
- (8) Time within which the violation must be corrected, if applicable;
- (9) Notice that each day of continued violation after the time period for correction has run shall be deemed a continuing violation subject to additional penalty in the same amount, without the need for additional notices of violation;
- (10) Notice that the filing of a request for an administrative hearing will toll the accrual of continuing violation penalties;
- (11) Notice that the failure to request an administrative hearing within ten days, or within the specified time period listed for a violation of a specific section of the Ordinance, after service of the civil violation notice, shall constitute a waiver of the violator's right to an administrative hearing before the special magistrate, and that such waiver shall constitute an admission of violation; and
- (12) Notice that the violator may be liable for the reasonable costs of the administrative hearing should the violator be found guilty of the violation.

Section 2- Qualifications, appointment and removal of magistrates; organization.

(A) *Qualifications; appointments.* Special magistrates shall be attorneys in good standing with the Florida Bar. Appointments shall be made by the county administrator, or his designee, on the basis of experience or interest in code enforcement. Such appointments shall be submitted for ratification by the Board of County Commissioners.

(B) *Number; term; reappointments; removal.* The county administrator, or his designee, shall appoint as many special magistrates as are deemed necessary. Appointments shall be made for a term of one year. Any special magistrate may be reappointed at the county administrator's discretion, subject to ratification by the Board of County Commissioners. There shall be no limit on the number of reappointments that may be given to any individual special magistrate; provided, however, that a determination as to removal or reappointment must be made for each special magistrate at the end of each of his one-year terms. The county administrator shall have the authority to remove special magistrates with or without cause. Appointments to fill any vacancy shall be for the remainder of the unexpired term.

(C) *Compensation.* Special magistrates shall not be county employees, but shall be compensated at a rate to be determined by administrative order.

(D) *County attorney's role.* The county attorney may serve as general counsel to the special magistrates. If an appeal to circuit court is requested pursuant to Division 2 Section 6 the county attorney shall represent the county at such proceedings.

DIVISION 2. - HEARINGS; PENALTIES; APPEALS

Section 1 - Civil penalties and related terms construed.

(A) The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Continuing violations means those violations which remain uncorrected beyond the reasonable time period for correction contained in either the civil violation notice or the final order of the special magistrate, whichever is applicable. For each day of continued violation after the time for correction has run, an additional penalty in the same amount as that prescribed for the original violation shall be added. The maximum total fine for any one continuing violation shall not exceed ten times the original penalty amount.

Repeat violation means a recurring violation of an Ordinance by a violator who has previously been guilty of the same violation. In the case of correctable violations, a repeat violation can occur only after correction of the previous violation has been made. For the first repeat violation, the amount of the civil penalty shall be double the amount of the penalty prescribed for the original violation by Division 2 Section 9. The amount of civil penalty due for each subsequent repeat violation shall be double the amount of the penalty due for the first day of the immediately preceding violation; provided that the maximum penalty payable for the first day of any one repeat violation shall be \$500.00.

Subsequent violation: A violation by an individual or entity which evidences a continued pattern or practice of intentional violation of the Codes constitutes a subsequent violation.

Uncorrectable violation means a violation which cannot be remedied after the violation has been committed because the violation constitutes a single prohibited act rather than an ongoing condition or circumstance. Each reoccurrence of an uncorrectable violation shall constitute a separate violation and shall subject the violator to an additional penalty in the same amount as that prescribed for the original violation. If, however, a violator has been once found guilty of an uncorrectable violation, and causes the same uncorrectable violation to occur a second time, each reoccurrence of the uncorrectable violation by such violator shall constitute a repeat violation as provided in subsection (c) of this section.

(B) Penalties for violations of the Ordinances to be enforced by this article shall be in the amount prescribed in the schedule of civil penalties in Division 2 Section 9.

(C) A repeat violation which remains uncorrected beyond the time prescribed for correction in the civil violation notice shall be treated as a continuing violation, and the additional penalty for each day of continued violation shall be equal to the doubled amount due for the first day of the repeat violation.

(D) Continuing violation penalties shall accrue from the date of correction given in the civil violation notice until the correction is made if a request for an administrative hearing is not timely filed. If the named violator requests an administrative hearing on a correctable violation and loses his appeal, the special magistrate shall determine a reasonable time period within which correction of the violation must be made, based on the considerations set forth in Division 1 Section 1(c). If the correction is not made within the period set by the special magistrate, the continuing violation penalties shall begin after the time for correction has run. No continuing violation penalties shall accrue during the time period from the date of the civil violation notice until the date of the administrative hearing, if the named violator timely requests an administrative hearing to appeal the decision of the code enforcement officer. Continuing violation penalties cannot be imposed by the special magistrate for uncorrectable violations.

(E) Civil penalties assessed pursuant to this article are due and payable to the county clerk on the last day of the period allowed for the filing of an appeal from the special magistrate's decision, or, if a proper appeal is made, when the appeal has been finally decided adversely to the named violator.

Section 2 - Violator's rights; appeal; failure to comply.

(A) *Violator's options*. A violator who has been served with a civil violation notice shall elect either to:

- (1) Pay the civil penalty in the manner indicated on the notice, and correct the violation within the time specified on the notice, if applicable; or
- (2) Request an administrative hearing before a special magistrate to appeal the decision of the code enforcement officer which resulted in the issuance of the civil violation notice.

(B) *Appeal*. Appeal by administrative hearing of the notice of violation before a special magistrate shall be accomplished by filing a request in writing to the address indicated on the notice, within the time limit stipulated in the specified Ordinance section which is enforced pursuant to the provisions of this article, or no later than ten calendar days after the service of the notice, whichever is earlier.

(C) *Failure to comply.* If the named violator, after notice, fails to pay the civil penalty and correct the violation within the time specified, if applicable, or fails to timely request an administrative hearing before a special magistrate, the special magistrate shall be informed of such failure by report from the code enforcement officer. If the named violator pays the civil penalty for a correctable violation, but does not correct that violation within the time specified, each day that the violation continues beyond such specified time shall constitute a continuing violation. The failure of the named violator to appeal the decision of the code enforcement officer within the prescribed time period shall constitute a waiver of the violator's right to an administrative hearing before the special magistrate. A waiver of the right to an administrative hearing shall be treated as an admission of the violation and penalties may be assessed accordingly.

Section 3 - Hearing procedure.

(A) *Request for hearing.* Upon the receipt of a named violator's timely request for an administrative hearing, the special magistrate shall set the matter down for hearing on the next regularly scheduled hearing date or as soon thereafter as possible or as mandated in the specified Ordinance section which is enforced pursuant to this article.

(B) *Notice; contents.* The special magistrate shall send a notice of hearing by first class mail to the named violator at his last known address. The notice of hearing shall include, but not be limited to, the following:

- (1) Name of the code enforcement officer who issued the notice;
- (2) Factual description of the alleged violation;
- (3) Date of the alleged violation;
- (4) Section of the code allegedly violated;
- (5) Place, date, and time of the hearing;
- (6) Right of the violator to be represented by a lawyer;
- (7) Right of the violator to present witnesses and evidence;
- (8) Notice that failure of the violator to attend the hearing may result in a civil penalty being assessed against him; and
- (9) Notice that requests for continuances will not be considered if not received by the special magistrate at least ten calendar days prior to the date set for the hearing.

(C) *Scheduling hearing.* The special magistrates shall call hearings on a monthly basis or upon the request of the code enforcement officer. No hearing shall be set sooner than 20 calendar days from the date of the service of the notice of violation.

(D) *Continuance.* A hearing date shall not be postponed or continued unless a request for continuance, showing good cause for such continuance is received in writing by the special magistrate at least ten calendar days prior to the date set for the hearing.

(E) *Open to public.* All hearings of the special magistrate shall be open to the public. All testimony shall be under oath. Assuming proper notice, a hearing may proceed in the absence of the named violator.

(F) *Transcription.* The proceedings at the hearing shall be recorded and may be transcribed at the expense of the party requesting the transcript.

(G) *Administrative support.* The county shall provide clerical and administrative personnel as may be reasonably required by each special magistrate for the proper performance of his duties.

(H) *County attorney or his designee to present case.* Each case before a special magistrate shall be presented by the county attorney or the county attorney's designee.

(I) *No formal rules of evidence.* The hearing need not be conducted in accordance with the formal rules relating to evidence and witnesses. Any relevant evidence shall be admitted if the special magistrate finds it competent and reliable, regardless of the existence of any common law or statutory rule to the contrary.

(J) *Rights of parties.* Each party shall have the right to:

- (1) Call and examine witnesses;
- (2) Introduce exhibits;

- (3) Cross examine opposing witnesses on any matter relevant to the issues even though that matter was not covered on direct examination;
- (4) Impeach any witness regardless of which party first called him to testify; and
- (5) Rebut the evidence against him.

(K) *Findings of facts; preponderance of the evidence standard.* The special magistrate shall make findings of fact based on the evidence of record. In order to make a finding upholding the code enforcement officer's decision, the special magistrate must find that a preponderance of the evidence indicates that the named violator was responsible for the violation of the relevant section of the code as charged.

(L) *Costs; violator's responsibility if found guilty.* If the named violator is found guilty of the violation, he may be held liable for the reasonable costs of the administrative hearing, at the discretion of the special magistrate.

(M) *Special magistrate's discretion; contents of decision.* The fact-finding determination of the special magistrate shall be limited to whether the violation alleged did occur and, if so, whether the person named in the civil violation notice can be held responsible for that violation. Based upon this fact-finding determination, the special magistrate shall either affirm or reverse the decision of the code enforcement officer as to the responsibility of the named violator for the code violation. If the special magistrate affirms the decision of the code enforcement officer, the special magistrate, pursuant to Division 1 Section 2(c), shall determine a reasonable time period within which correction of the violation must be made. If the special magistrate reverses the decision of the code enforcement officer and finds the named violator not responsible for the code violation alleged in the civil violation notice, the named violator shall not be liable for the payment of any civil penalty, absent reversal of the special magistrate's findings pursuant to Division 2 Section 6. If the special magistrate decides to affirm the code enforcement officer's ruling he shall include the following elements in his written decision:

- (1) Amount of the civil penalty;
- (2) Administrative costs of the hearing;
- (3) Date by which the violation must be corrected to prevent imposition of continuing violation penalties (if applicable);

(N) *Special magistrate's authority.* The special magistrate shall have the power to:

- (1) Adopt procedures for the conduct of hearings;
- (2) Subpoena alleged violators and witnesses for hearings; subpoenas may be served by law enforcement officers or by the staff of the special magistrate;
- (3) Subpoena evidence;
- (4) Take testimony under oath;
- (5) Assess and order the payment of civil penalties as provided herein;
- (6) A special magistrate shall postpone and shall not conduct a hearing if the named violator, prior to the scheduled hearing date, files with the county board of adjustments an administrative appeal concerning the interpretation or application of any technical provisions of the code section allegedly violated. However, once an issue has been determined by a special magistrate in a specific case, that issue may not be further reviewed by a county board in that specific case. A named violator waives his right to an administrative appeal to other county boards if the violator does not apply for such an appeal prior to the violator's code enforcement hearing before the special magistrate;
- (7) Upon the exhaustion of a timely filed administrative appeal and finalization of the administrative order by such board, the special magistrate may exercise all the powers given to him by this article. The special magistrate shall not, however, exercise any jurisdiction over such alleged code violations until the time allowed for the court appeal of the ruling has lapsed or until such further appeal has been exhausted;
- (8) The special magistrate shall be bound by the interpretations and decisions of duly authorized county boards concerning the provisions of the Ordinances within their respective county jurisdictions. In the event such a board decides that an alleged violation of the Ordinance is not in accordance with such board's interpretation of the Ordinance provision on which the violation is based, the special magistrate shall not be empowered to proceed with the enforcement of the violation.

Section 4 - Established; penalty.

The violation of any county Ordinance or code listed in Division 2 Section 9 shall constitute a civil offense punishable by a civil penalty in an amount as prescribed in Division 2 Section 9.

Section 5 – Enforcement procedures; lien; foreclosure.

(A) The county may institute proceedings in a court of competent jurisdiction to compel payment of civil penalties.

(B) A certified copy of an order imposing a civil penalty may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists or, if the violator does not own the land, upon any other real or personal property owned by the violator, and it may be enforced in the same manner as a court judgment by the sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment, except for enforcement purposes. After three (3) months from the filing of any such lien which remains unpaid, the county may foreclose or otherwise execute on the lien.

Section 6 - Appeal.

(A) The named violator or the county may appeal a final order of the special magistrate for all violations by filing a notice of appeal in the circuit court in and for the county, in accordance with the procedures and within the time provided by the state rules of appellate procedure for the review of an administrative action.

(B) Unless the findings of the special magistrate are overturned in a proceeding held pursuant to subsection (A) of this section, all findings of the special magistrate shall be admissible in any proceeding to collect the unpaid penalties.

Section 7 - Provisions contained herein are supplemental.

Nothing contained in this article shall prohibit the county from enforcing its Ordinance by any other means. The enforcement procedures outlined herein are cumulative to all others and shall not be deemed to be prerequisites to filing suit for the enforcement of any section of this Ordinance.

Section 8 - Schedule of civil penalties.

(A) Division 2 Section 9 shows the sections of this Ordinance, as they may be amended from time to time, which may be enforced pursuant to the provisions of this article; and the dollar amount of the civil penalty for the violation of these sections as they may be amended.

(B) The "descriptions of violations" in Division 2 Section 9 are for informational purposes only and are not meant to limit or define the nature of the violations or the subject matter of the listed Ordinance sections, except to the extent that different types of violations of the same Ordinance section may carry different civil penalties. For each Ordinance section listed in the schedule of civil penalties, the entirety of that section may be enforced by the mechanism provided in this article, regardless of whether all activities prescribed or required within that particular section are described in the "description of violation" column. To determine the exact nature of any activity prescribed or required by this Ordinance, the relevant section must be examined.

Section 9 - Citation fee schedule.

(A) *Generally.* The citation fee schedule is as follows:

(1) *Category One.* The following violations and those similar thereto will be punished by a civil penalty of \$120.00 for the first violation:

- a. Untagged/inoperable vehicles;
- b. Violation of the sign Ordinance, including the failure to remove political signs in accordance with Ord. No. 91-24 (Land Development Code);
- c. Violation of an attractive and/or public nuisance;
- d. Keeping of domestic animals as described in Ord. No. 2004-30 (Animal Control Ordinance);
- e. Graffiti;
- f. Kudzu; and
- g. Illegal use of rights-of-way.

(2) *Category Two.* The following violations and those similar thereto will be punished by a civil penalty of \$180.00 for the first violation:

- a. Failure to obtain any required permit; and
 - b. Violation of a peddlers, solicitors, and canvassers permit (each individual).
- (3) *Category Three*. The following violations and those similar thereto will be punished by a civil penalty of \$300.00:
- a. Illegal excavation and fill activities, violation of borrow, C & D or LCD pit violations; and
 - b. Stormwater/wastewater violations.

(B) *Penalty for subsequent violation*. The civil penalty for each subsequent violation by any entity or individual shall be double the previous penalty to a maximum of \$600.00 per day.

SECTION 2. Ordinance 96-18 is hereby repealed and replaced.

SECTION 3. SEVERABILITY. If any section, subsection, sentence or clause or other provision of this Ordinance is held invalid, the remainder of this Ordinance shall not be affected by such invalidity.

SECTION 4. 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 5. 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 _____, 2015.

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

By: _____
Don Salter, Chairman

ATTEST:

Donald C. Spencer, 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 _____, 2015.

Donald C. Spencer, Clerk of Court

County Administrator Job Announcement

After a 20-year tenure with the current retiring administrator, Santa Rosa County is now accepting résumés for the position of county administrator. The ideal candidate will have strong managerial experience and show high levels of performance in areas that include finance and budget, human resources, economic development, planning/development, information technology, public safety, infrastructure management, customer service and maintaining positive lines of communication at all levels. The successful candidate will be equally committed to both developing employee performance and accountability, as well as ensuring a positive, supportive and respectful working environment for all employees.

Minimum requirements for the position include graduation from an accredited college or university with a master's degree in public administration or related field; and seven years of responsible experience in local government administration at the level of department head or assistant county administrator or any equivalent combination of training and experience at least seven years of progressively responsible management experience as a county or deputy county administrator, town or city manager; or a bachelor's degree and 10 years related experience.

The salary range for the position is competitive and based on the candidate's qualifications and experience. An excellent benefits package includes participation in the Florida Retirement System, vacation, sick leave, group life insurance, medical insurance, monthly travel stipend, professional dues and conference expenses. Relocation allowance is negotiable.

About Santa Rosa County

Santa Rosa County is situated on the beautiful panhandle of Florida. From our expanding tourism, vibrant farming community, growing industrial presence, to our strong military ties, our 1,174 square miles is home to over 150,000 residents and offers an extraordinary level of quality of life. Our county outperforms many areas of the state with the fourth lowest unemployment, second lowest crime rate and continually top ranking school system. It is no surprise that Santa Rosa County is one of the fastest growing counties in the United States.

Santa Rosa County follows the council-manager form of government. The county administrator is appointed by a five member commission who are elected at large to serve and represent one district and the county as a whole. With an adopted budget of \$103.95 million ([Click here](#) for complete 2014/2015 FY budget), Santa Rosa is organized with five county departments and employs approximately 385. [Click here](#) to review the county's 2013/2014 Annual Report or [here to review our community profile](#).

How to Apply

Resumes are due by July 31, 2015. To be considered, please submit a cover letter, résumé with salary history and five professional references. Following the filing date, résumés will be screened by a committee and the top applicants presented to the commission for review. Finalists will be interviewed in Santa Rosa County, tentatively slated for late September. For more information, please contact DeVann Cook at devannc@santarosa.fl.gov.

Equal Opportunity Employer (EOE). Under Florida Open Records Act, all resumes subject to disclosure.

Note: Under Florida law, resumes and applications are considered as public documents and must be provided to the media and/or the public on request at any time during the application review or hiring process.



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

Clerk of the County Court & Comptroller
Recorder of Deeds
Clerk and Accountant of the Board of County Commissioners
Custodian of County Funds
County Auditor

Wanda G. Harris
Property Inventory Clerk
6495 Caroline Street
Suite B
Milton Florida 32570
P O Box 472
Milton, Florida 32572
Telephone: (850) 983-1956
Fax: (850) 983-1985

May 29, 2015

Mr. Hunter Walker
C/o Santa Rosa County Board of Commissioners

Dear Mr. Walker:

The Santa Rosa County Finance Department is asking the Board to approve the following item from the Emergency Operation (Emergency Communication) for surplus. Once approved for surplus they will then be auctioned off online by Global Auction Services.

The Santa Rosa Board of Commissioners is being petitioned to have the following declared as surplus and set for auction.

Your immediate attention in this matter will be greatly appreciated.

Sincerely,

Michael Burton, CPA
Director of Finance
Santa Rosa County Clerk of Courts



**Division of Emergency Management
Santa Rosa County
4499 Pine Forest Road
Milton, Florida 32583
www.santarosa.fl.gov/emergency**

Daniel Hahn, Plans Chief
danielh@santarosa.fl.gov
Office 850-983-4606

Steve Mewborn, Logistics
stevemew@santarosa.fl.gov
Office 850-983-4604

Tom Lloyd, Operations Chief
toml@santarosa.fl.gov
Office 850-983-4608

Brad Baker, Director
bradb@santarosa.fl.gov
Office (850) 983-5360
FAX (850) 983-5352

DONALD C. SPENCER
CLERK OF COURT &
COMPTROLLER

APR 1 2015
APR 2 11 24 AM
SANTA ROSA COUNTY, FL
FINANCE FILED

Wanda Harris, Finance
Santa Rosa County
Clerk of Courts
6495 Caroline Street
Milton, FL 32570

Wanda,

Please remove the following item from our inventory:

Asset I.D. No. 3410-HE-7850

This item is a 2000 Jeep Cherokee. VIN No. 1FAFP33P42W238102

This vehicle was acquired in 2000. At this time the costs to repair and/or maintain this vehicle are prohibitive. The vehicle is unsafe, in extremely poor condition, and has little or no value.

Consequently, we recommend that this item be surplussed. Thank you.

Sincerely,

Brad Baker, Director
cc: S. Mewborn
File

WFB

SUNGARD PENTAMATION, INC.
DATE: 05/29/2015
TIME: 10:00:15

SANTA ROSA COUNTY BOCC
Emergency Communication

PAGE NUMBER: 1
REPORT10

SELECTION CRITERIA: assets.tagno='3410HE7850'

SORTED BY: assets.tagno,assets.improvement_num

| ASSET ID | DESCRIPTIVE INFORMATION | ACQUISITION INFORMATION | | | | DEPRECIATION INFORMATION | | |
|------------|--------------------------------|-------------------------|----------------|---------------|----------|--------------------------|----------------|-------------------|
| 3410HE7850 | 2000 JEEP CHEROKEE | FUNDING | 001 | CAPITAL ASSET | Y | EST LIFE | DEP LIFE | |
| -000 | MFR JEEP | CLS M | VENDOR | CARUSO | CHRYSLER | DEP N POST | DP N DEP | METH |
| | MODEL | CAT VE | EQUIP | PO | 003438 | UNITS | 1 | SALVAGE VALU |
| | S/N 1J4FF28S5YL250705 | LOC EM | COMM | CHECK | 153662 | UN CST | 19469.60 | ACCUM DEP |
| | INVENTORY DATE 04/09/14 | FUND TYPE | G ACQUIRE | 05/19/00 | COST | 19469.60 | REM BOOK BASIS | DEP BASIS |
| | CONDITION STATUS | DPT | 3410 | INS CO | | | 19469.60 | LAST POSTING DATE |
| | NEXT SCHEDULED MAINTENANCE | GRT | INS VAL | | 0.00 | | | SALE AMOUNT |
| | "USER FIELD 1" SCOTT` | | "USER FIELD 2" | | | | | RETIRED DATE |
| | "USER FIELD 3" AUCTION 2015 ?? | | "USER FIELD 4" | | | | | |
| | TAG # TAG 193166 | | | | | | | |

DISTRIBUTION INFORMATION

| FUNCTION | ACTIVITY | DEP ORGN | ACCOUNT | PCT |
|-------------------|---------------------------------|----------|---------|------|
| 520 PUBLIC SAFETY | 525 EMERGENCY & DISASTER RELIEF | 3410 | 559001 | 1.00 |

| | | |
|--------------------------|--------------------|--|
| REPORT TOTAL | 1 RECORDS SELECTED | |
| COST | 19,469.60 | |
| INSURANCE VALUE | .00 | |
| SALVAGE VALUE | .00 | |
| ACCUMULATED DEPRECIATION | 19,469.60 | |
| SALE AMOUNT | .00 | |



PROPOSAL

HOMETOWN CONTRACTORS, INC.

4567 PACE PATRIOT BOULEVARD • PACE, FLORIDA 32571

Lic. # CRC1330730 TOLL FREE 866-420-2811 OKALOOSA 863-7880 SANTA ROSA /ESCAMBIA 995-9947

Date 5-12-15

Page _____ of _____

Agreement Submitted To:

SANTA ROSA Co.
6491 Caroline St
Milton

Home # _____ Cell # _____
Cell # _____ Work # _____
Work # THAN ALLEN
E-mail _____

Type of Project Covered Walkway

Approximate Start Date of Installation _____

Use This Area For Drawings, Special Instructions & Job Specifications:

Building walkway Addition
A- To match size on prints
B- Build to spec on prints
C- All material + concrete
All metal
D- Clean up job site
When finish
E- Price, is for all material + labor
+ permits

Hometown Contractors, Inc. agrees to furnish material and labor to complete in accordance with the specifications above for the sum of: _____ dollars \$33,460.00

TERMS: CASH CREDIT CARD ENERBANK OTHER _____

Customer Deposit _____ Job Draw No. 1 _____ Job Draw No. 2 _____

Amount Due At Completion _____ Other Terms _____

Customer agrees to pay amount due at completion to the Hometown Contractors, Inc. installer at time of completion. The manufacturer's warranties will be mailed immediately after completion of job and when payment has been made in full. Hometown Contractors, Inc. reserves the right to cancel this order if management decides the job was improperly sold. All workers are fully covered by Workers' Compensation Insurance. Any alteration from above specifications involving extra costs will be an extra charge over and above the original estimate. Extra cost(s) will be agreed upon and executed only upon written orders. All agreements are contingent upon strikes, accidents, or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance.

No Verbal Agreements Will Be Honored _____ Hometown Contractors, Inc. Representative [Signature] Date: 5-12-15

All Discounts Have Been Applied _____

Customer authorizes Hometown Contractors, Inc. to use before and after pictures for advertising purposes. Yes / No _____
Notice of Cancellation: You may cancel this transaction without any penalty or obligations within THREE BUSINESS DAYS from the Date of Acceptance below. To cancel this transaction, mail or deliver a signed and dated copy of this transaction or any other written notice to: Hometown Contractors, Inc. above address. To be received no later than midnight of: _____

I Hereby Cancel This Transaction: Date _____ (Buyer(s) Signature) _____

Acceptance of Proposal: The Buyer(s) hereby acknowledges to having read this agreement and has received a completed, signed and dated copy of this agreement. By signing below, you have authorized the work to be completed as specified. Payment will be made as outlined above.

Signature _____ Date _____ Signature _____ Date _____

R.D. WARD CONSTRUCTION CO., INC.

15 EAST HERMAN STREET

PENSACOLA, FL 32505

(850) 438-9552

FAX (850) 438-8820

Quote

DATE: 4/24/2015

TO: Santa Rosa County

ATTN: Rod Hardy

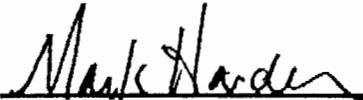
RE: Covered Walkway Addition

**WE PROPOSE TO FURNISH LABOR, MATERIALS AND EQUIPMENT FOR A COMPLETE
INSTALLATION OF THE FOLLOWING ITEMS:**

Construct new covered walkway at 6491 Caroline Street as called out in drawings dated 2/4/15

\$ 43,444.00

R.D. WARD CONSTRUCTION CO., INC.



Mark Harder



**SANTA ROSA COUNTY ENGINEERING
ENVIRONMENTAL DEPARTMENT**

6065 Old Bagdad Highway
Milton, FL 32583
www.santarosa.fl.gov

Roger A. Blaylock, P.E.
County Engineer

Jerrel Anderson, P.E.
Environmental Manager

Memo

To: Hunter Walker, County Administrator
From: Ron Hixson, Environmental Manager
Thru: Roger Blaylock, P.E., County Engineer
Date: June 1, 2015
Re: Mosquito Control Detailed Work Plan

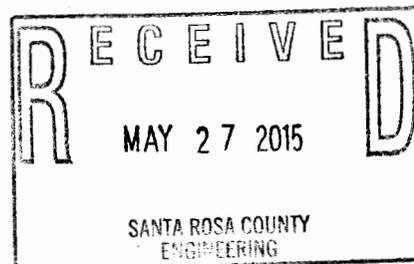
Relt
Roq

In complying with a grant from the Florida Department of Agriculture and Consumer Services, Bureau of Entomology and Pest Control, various reports are submitted throughout the year. To meet the July 15th deadline, we request that the chairman approve the attached budget forms for FDAC tentative Detailed Work Plan Budget for Mosquito Control.

Please return the three copies with original signatures to our office for submitting to FDAC.

If you have any questions, please let me know.

tt



| | | | | | | | | | | | | | | |
|------|--|--|---------------|---------------|--------------|--------------|--|--|--|--|--|--|--|--|
| | Sub-Total Tab (2A) | | \$ 452,496.00 | \$ 328,912.80 | \$ 31,540.00 | \$ 92,043.20 | | | | | | | | |
| 47 | Printing and Binding | | | | | | | | | | | | | |
| 48 | Promotional Activities | | | | | | | | | | | | | |
| 49 | Other Charges | | | | | | | | | | | | | |
| 51 | Office Supplies | | \$ 2,500.00 | \$ 2,500.00 | | | | | | | | | | |
| 52.1 | Gasoline/Oil/Lube | | \$ 30,000.00 | \$ 30,000.00 | | | | | | | | | | |
| 52.2 | Chemicals | | | | | | | | | | | | | |
| | Chemicals (Adulticide): Kontrol 4-4 | | \$ 85,000.00 | \$ 85,000.00 | | | | | | | | | | |
| | Chemicals (Larvacide): Altosid, Tecknar, Aquabac | | \$ 10,000.00 | \$ 10,000.00 | | | | | | | | | | |
| | Total Chemicals | | \$ 95,000.00 | \$ 95,000.00 | | | | | | | | | | |
| 52.3 | Protective Clothing | | | | | | | | | | | | | |
| 52.4 | Misc. Supplies | | \$ 6,880.00 | \$ 6,880.00 | | | | | | | | | | |
| 52.5 | Tools & Implements | | \$ 1,500.00 | \$ 1,500.00 | | | | | | | | | | |
| 54 | Publications & Dues | | | | | | | | | | | | | |
| | Membership - FMCA | | \$ 500.00 | \$ 500.00 | | | | | | | | | | |
| | Books, Pub, Subscriptions | | \$ 100.00 | \$ 100.00 | | | | | | | | | | |
| | Total Publications & Dues | | \$ 600.00 | \$ 600.00 | | | | | | | | | | |
| 55 | Training | | \$ 2,000.00 | \$ 2,000.00 | | | | | | | | | | |
| 60 | Capital Outlay | | | | | | | | | | | | | |
| | Machinery & Equipment | | \$ 41,871.00 | \$ 41,870.00 | | | | | | | | | | |
| 71 | Principal | | | | | | | | | | | | | |
| 72 | Interest | | | | | | | | | | | | | |
| 81 | Aids to Government Agencies | | | | | | | | | | | | | |
| 83 | Other Grants and Aids | | | | | | | | | | | | | |
| 89 | Contingency/(Current Year) | | | | | | | | | | | | | |
| 99 | Payment of Prior Year Accounts | | | | | | | | | | | | | |
| | Sub-Totals (2A) | | \$ 452,496.00 | \$ 328,912.80 | \$ 31,540.00 | \$ 92,043.20 | | | | | | | | |
| | Sub-Total (2B) | | \$ 180,351.00 | \$ 180,350.00 | \$ - | \$ - | | | | | | | | |
| | Total Budgetary Expenditures and Balance | | \$ 632,847.00 | \$ 509,262.80 | \$ 31,540.00 | \$ 92,043.20 | | | | | | | | |

No support documentation for this agenda item.

Hunter Walker

From: Cheryl Fike <cheryl@obclosers.com>
Sent: Monday, June 01, 2015 8:18 AM
To: Hunter Walker
Cc: t.fike@hotmail.com
Subject: Krewe of Karibbean 2ns annual Pirate Run

Good Morning!

I would like to request permission to have our 2nd annual Pirate Run on Navarre Beach for September 19, 2015.

The run will start approx 4:00 p.m. (this will be a 5k fun run) It will begin in the parking lot across from Loggerheads and will go from Gulf Blvd to Indiana St, to Whitesands Blvd to Arkansas back to Gulf Blvd and back to parking lot.

We would like to use the large parking lot from 9:00 a.m. to 11:00 p.m. to accommodate crafts and food vendors to build on our event from last year.

Please let me know if you need any more information.

Thank you and have a great day!

Cheryl Fike
Krewe of Karibbean
Events coordinator
850-240-1382

This email and any files transmitted with it may contain PRIVILEGED or CONFIDENTIAL information and may be read or used only by the intended recipient. If you are not the intended recipient of the email or any of its attachments, please be advised that you have received this email in error and that any use, dissemination, distribution, forwarding, printing or copying of this email or any of its attached files is strictly prohibited. If you have received this email in error, please immediately purge it and all attachments and notify the sender by reply email or contact the sender at the number listed.

No support documentation for this agenda item.

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Hunter Walker

From: Tony Alexander President/CEO <exec@navarrechamber.com>
Sent: Tuesday, June 09, 2015 4:22 PM
To: Hunter Walker
Cc: Shannon Ogletree; Julie Morgan; Mike Sandler
Subject: CEO Dismissal - Navarre Beach Area Chamber of Commerce

Dear Mr. Walker,

This is official notice the Navarre Beach Area Chamber of Commerce Board of Directors voted today to terminate the employment of Tony Alexander as our President and CEO. Tony no longer represents the Navarre Chamber in any capacity to include Santa Rosa County boards, panels or councils he had previously filled as the Navarre Chamber of Commerce representative.

In the interim, our Government Affairs Chair, Mike Sandler, will be representing the Navarre Chamber on any boards or councils, etc. until a new CEO is hired. Please contact him directly to coordinate the transition. He has full authority to represent the Navarre Chamber position.

Since the Navarre Chamber utilizes office space in the visitor Information Center, the door code will need to be changed. This has already been coordinated with Julie.

Please feel free to contact me directly if you have any questions regarding this or any other Navarre Chamber items.

Pegina Carter
Chairman of the Board
Navarre Beach Area Chamber of Commerce
(850) 939-3267 (O)
(850) 376-8293 (Cell)

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In the interim, our Government Affairs Chair, Mike Sandler, will be representing the Navarre Chamber on any boards or councils, etc. until a new CEO is hired. Please contact him directly to coordinate the transition. He has full authority to represent the Navarre Chamber position.

Since the Navarre Chamber utilizes office space in the visitor Information Center, the door code will need to be changed. This has already been coordinated with Julie.

Please feel free to contact me directly if you have any questions regarding this or any other Navarre Chamber items.

Pegina Carter
Chairman of the Board
Navarre Beach Area Chamber of Commerce
(850) 939-3267 (O)
(850) 376-8293 (Cell)

Hunter Walker

From: Tony Alexander President/CEO <exec@navarrechamber.com>
Sent: Tuesday, June 09, 2015 4:22 PM
To: Hunter Walker
Cc: Shannon Ogletree; Julie Morgan; Mike Sandler
Subject: CEO Dismissal - Navarre Beach Area Chamber of Commerce

Dear Mr. Walker,

This is official notice the Navarre Beach Area Chamber of Commerce Board of Directors voted today to terminate the employment of Tony Alexander as our President and CEO. Tony no longer represents the Navarre Chamber in any capacity to include Santa Rosa County boards, panels or councils he had previously filled as the Navarre Chamber of Commerce representative.

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Since the Navarre Chamber utilizes office space in the visitor Information Center, the door code will need to be changed. This has already been coordinated with Julie.

Please feel free to contact me directly if you have any questions regarding this or any other Navarre Chamber items.

Regina Carter
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Navarre Beach Area Chamber of Commerce
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(850) 376-8293 (Cell)



SANTA ROSA COUNTY ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

www.santarosa.fl.gov

Preliminary
Engineers Report
June 8, 2015

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 June 11, 2015 at 9:00 a.m. in Milton, Florida.

1. Discussion of alternate route for Old U.S. 90 sidewalks funded through FDOT Local Agency Program agreement. (Attachment A)
2. Recommend approval of Final Plat for Wynfield, a 59 lot subdivision, a portion of Section 8, Township 1 North, Range, 29 West, Santa Rosa County, Florida. (District 1) (Attachment B)

Location: 1-1/2 miles, more or less, North on Woodbine Road from U.S. 90, property is on the East side.



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

TO: Roger Blaylock, P.E.

FROM: Chris Phillips, P.E. *CP*

DATE: June 3, 2015

RE: Old US 90 Sidewalks

In December of 2013, the BOCC executed a LAP agreement with FDOT to design sidewalks along Old Hwy 90 from the Blackwater Heritage Trail eastward to Canal Street and Henry Street. During the design effort, we found there would be a need to pipe many roadside ditches in order to be able to place the sidewalk. The cost to pipe these ditches had exceeded the amount of funding available through the LAP program. Further investigation discovered these roadside ditches are classified as wetlands and would require a tremendous permitting effort that could result in costly wetlands mitigation. The expected cost overrun for the original route is expected to exceed \$120,000 which SRC would be expected to fund.

An alternate route has been proposed that will accomplish the same goal as the original work scope. We plan to connect a new sidewalk to an existing boardwalk on the Blackwater Heritage Trail at Jasmine Street, then run west to Susan Street, and South to Walker Street which will connect to the existing sidewalk network in the area. There is a short "fill in" area on Walker and 250 feet of sidewalk on Baldwin that would be constructed to complete the network. This route will tie into Canal Street and Henry Street completing the same objective as the original route along Old Hwy 90.

SRC Engineering estimate of construction for the new limits of the project: \$109,000

Old US 90 Sidewalks ALT ROUTE FDOT Funding

Design: \$28,000 (FY2016) w/ in house forces

Construction: \$110,000

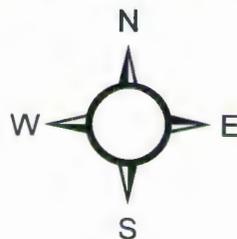
CEI: \$20,000

R/W: Not Needed

FDOT has agreed to fully fund the project based on the engineering estimate.

Attached is a map showing the new route in green, the original route in purple, and the existing sidewalk network in yellow.

OLD US 90 SIDEWALKS - SCOPE CHANGE



LEGEND

-  Existing Sidewalks
-  Existing Scope
-  Proposed Scope
-  Streets

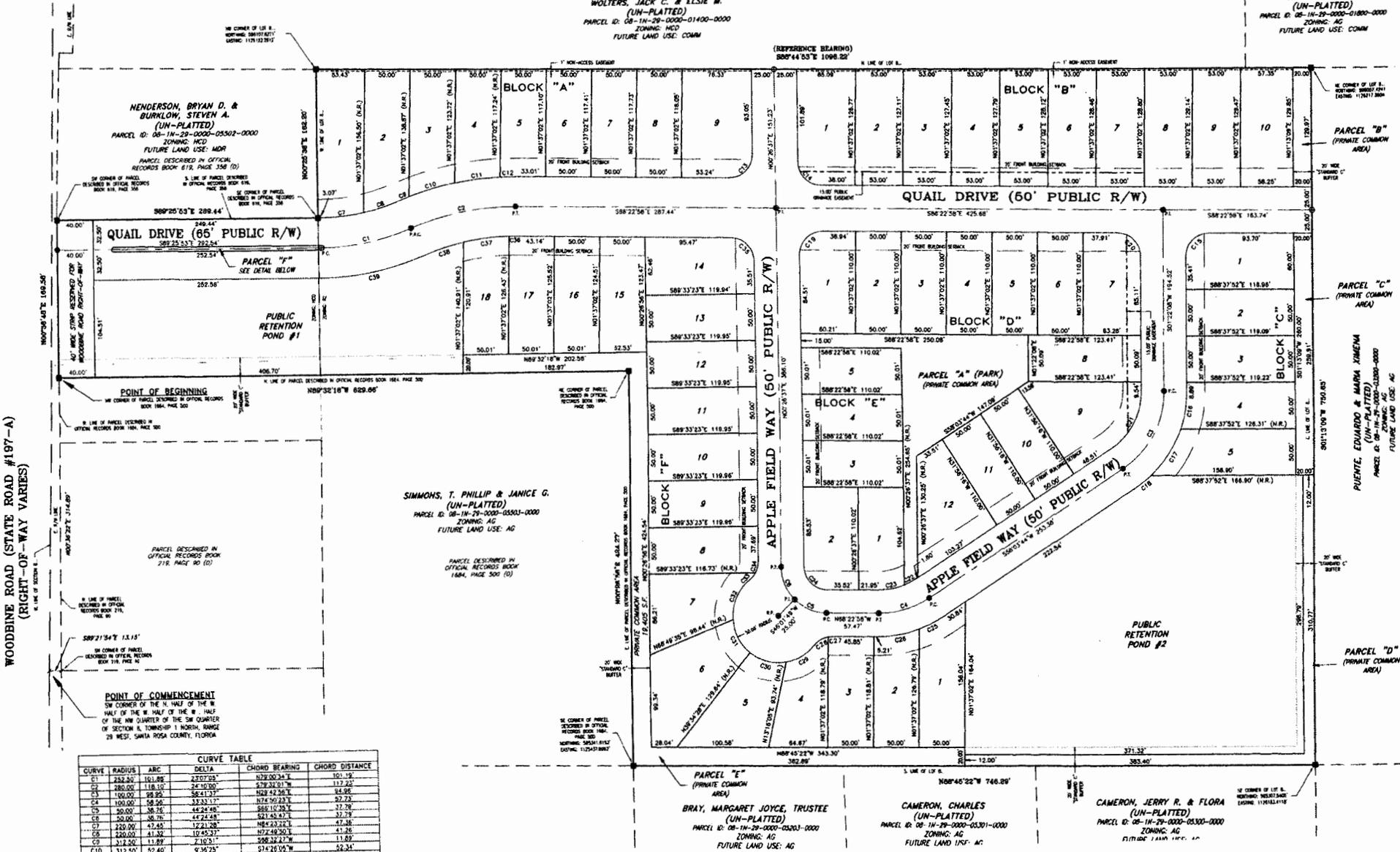


WYNFIELD

A 59 LOT RESIDENTIAL SUBDIVISION OF A PORTION OF SECTION 8, TOWNSHIP 1 NORTH, RANGE 29 WEST, SANTA ROSA COUNTY, FLORIDA
 PARCEL NUMBER: 08-1N-29-0000-05500-0000 AREA: 16.640 AC. GROSS DENSITY: 3.55 UNITS PER ACRE
 CURRENT ZONING: R2, MEDIUM DENSITY RESIDENTIAL, & HCD, HIGHWAY COMMERCIAL DEVELOPMENT
 FUTURE LAND USE: MDR, MEDIUM DENSITY RESIDENTIAL EXISTING LAND USE: SFR RURAL
 APRIL 2015

WOLTERS, JACK C. & ELSIE M.
 (UN-PLATTED)
 PARCEL ID: 08-1N-29-0000-01400-0000
 ZONING: HCD
 FUTURE LAND USE: COMW

PUNTE, EDUARDO & MARIA XIMENA
 (UN-PLATTED)
 PARCEL ID: 08-1N-29-0000-01800-0000
 ZONING: AG
 FUTURE LAND USE: COMW



| CURVE | RADIUS | ARC | CHORD | BEARING | CHORD DISTANCE |
|-------|--------|--------|--------|--------------|----------------|
| C1 | 232.30 | 161.89 | 237.02 | N79°00'34"E | 161.19 |
| C2 | 280.00 | 118.10 | 247.00 | S79°34'51"W | 117.22 |
| C3 | 100.00 | 98.86 | 58.41 | S42°42'36"E | 54.96 |
| C4 | 100.00 | 58.86 | 33.31 | N74°50'23"E | 32.73 |
| C5 | 50.00 | 36.76 | 44.24 | S68°10'35"E | 37.79 |
| C6 | 50.00 | 36.76 | 44.24 | S21°45'47"E | 37.79 |
| C7 | 220.00 | 43.45 | 127.18 | N84°23'22"E | 47.46 |
| C8 | 220.00 | 43.45 | 127.18 | N72°48'50"E | 43.26 |
| C9 | 312.50 | 11.89 | 2.10 | S98.36°27'3" | 11.89 |
| C10 | 312.50 | 52.40 | 9.92 | S74°41'04"W | 52.34 |
| C11 | 112.50 | 50.42 | 9.94 | S43°08'06"W | 50.44 |



Public Services Committee

Chaired by:

J. Williamson and Lynchard

Meeting:

June 8, 2015, 9:00 A.M.

AGENDA

Development Services

1. Discussion of the submittal of a grant application for Section 5311 Rural Transportation Grant that will continue to provide transportation to residents in the rural areas of the County.
2. Discussion of updated agreement with Tri-County Community Council, Inc to continue Santa Rosa County door-to-door public transportation.
3. Discussion of the updated agreement with Tri-County Community Council, Inc. for the lease of six vehicles.
4. Discussion of submittal of the grant application for Community Planning Technical Assistance Grant for the Pace Area Bicycle Pedestrian Master Plan.

Emergency Management

5. Discussion of the acceptance of funds from the State for the following grants:
Emergency Management Performance Award (EMPA) \$105,806
Emergency Management Performance Grant (EMPG) \$75,813
6. Discussion of the acceptance of funds for the 2015/2016 Hazard Analysis Agreement between the Florida Division of Emergency Management and Santa Rosa County in the amount of \$9,054. There is no match requirement.
7. Discussion of the approval of a Memorandum of Understanding with the Civil Air Patrol (CAP), through its Florida Wing, for mission support to the Emergency Management Division during disasters or emergencies.

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: Submittal of the Section 5311 Rural Transportation Grant Application
DATE: June 1, 2015

RECOMMENDATION

That the Board approve a resolution authorizing submittal of grant application for Section 5311 and authorize the chairman to sign related documents. The Section 5311 Rural Transportation Grant will continue to provide transportation to residents in the rural areas of the County.

BACKGROUND

Section 5311 of the current federal transportation authorization bill, provides funding for public transportation in rural areas. In the past, Santa Rosa County has applied for this funding to provide transportation to residents of rural areas, primarily door-to-door. The service is provided by Tri-County Community Council. The grant requires a 50% match, which is paid by participating agencies such as the state Commission for Transportation Disadvantaged. Section 5311 was last applied for in 2012 and has since had a surplus. The County is requesting \$125,000 to continue with the current trend of monthly reimbursement from Tri-County Community Council.

If funds are not utilized within the requested year, the County can request extension of the funds to the next fiscal year.

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
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Veterans Services
Karen Haworth
Director
6051 Old Bagdad Hwy, Ste 204
Milton, FL 32583
(850) 981-7155

"One Team, One Goal, One Mission"

RESOLUTION NO. _____

A RESOLUTION OF THE SANTA ROSA BOARD OF COUNTY COMMISSIONERS AUTHORIZING THE SIGNING AND SUBMISSION OF A GRANT APPLICATION AND SUPPORTING DOCUMENTS AND ASSURANCES TO THE FLORIDA DEPARTMENT OF TRANSPORTATION, THE ACCEPTANCE OF A GRANT AWARD FROM THE DEPARTMENT OF TRANSPORTATION, AND THE PURCHASE OF VEHICLES AND/OR EQUIPMENT AND/OR EXPENDITURE OF GRANT FUNDS PURSUANT TO A GRANT AWARD.

WHEREAS, the Santa Rosa Board of County Commissioners has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

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

1. This resolution applies to the Federal Program under U.S.C. Section 5311.
2. The submission of a grant application, supporting documents, and assurances to the Florida Department of Transportation is approved.
3. The Chairman of the Santa Rosa Board of County Commissioners is authorized to sign the application, accept a grant award, purchase vehicles/equipment and/or expend grant funds pursuant to a grant award, unless specifically rescinded.

PASSED AND ADOPTED by the Santa Rosa Board of County Commissioners on a vote of ___ yeas, ___ nays, and ___ absent, in regular session, this 11th day of June 2015.

BOARD OF COUNTY COMMISSIONERS
SANTA ROSA COUNTY, FLORIDA

By: _____
W.D. "Don" Salter, Chairman

ATTEST:

_____(seal)
Donald C. Spencer, Clerk of Court



Department of Public Services

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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: Section 5311 Public Transportation Grant Agreements
DATE: June 1, 2015

RECOMMENDATION

That the Board authorize the Chairman to sign the attached updated agreement to continue Santa Rosa County door to door public transportation.

BACKGROUND

Section 5311 Formula Grants for Rural Areas Program provides Federal operating, capital, or job access and reverse commute assistance to eligible recipients who operate/contract public transportation service in non-urbanized, rural areas as designated by the Bureau of the Census. Santa Rosa County is currently a recipient of this funding to provide transportation to residents of rural areas, primarily door-to-door. The service is provided by Tri-County Community Council, Inc.

The agreement is being updated to amend the current contract with Tri-County Community Council, Inc. based on changes required by the Florida Department of Transportation.

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Veterans Services
Karen Haworth
Director

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Milton, FL 32583
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"One Team, One Goal, One Mission"

Memorandum of Agreement

This agreement is made and entered into this _____ day of _____, 2015 by and between Santa Rosa County, Florida, a political subdivision of the State of Florida ("County") and Tri-County Community Council, Inc., the Community Transportation Coordinator for Santa Rosa County as designed pursuant to Chapter 427, F.S. This agreement replaces the agreement previously adopted on February 25, 2015.

WHEREAS Santa Rosa County has been awarded funds from Section 5311 funds as administered by the State of Florida Department of Transportation; and

WHEREAS the funding herein is not construed by Tri-County Community Council as a continuing obligation on the part of the County,

NOW, THEREFORE, in consideration of the premises and mutual covenants contained herein, the parties to this agreement do hereby agree as follows:

1. The County hereby expresses its intent to disburse the aforementioned funds for the use and benefit of Tri-County Community Council to fund expenses associated with only those costs as outlined below:
 - a. Provide transportation services in the non-urban area as set forth in the current Public Transportation Joint Participation Agreement between the State of Florida Department of Transportation and Santa Rosa County, which agreement is incorporated herein by reference.
 - b. Tri-County Community Council shall authorize the use of its agency and human services revenue as matching funds for state and federal grants.
2. The disbursement of funds by the County to Tri-County Community Council shall be made upon a reimbursement basis. Tri-County Community Council will incur the costs and seek reimbursement for expenditures from the County.
3. Tri-County Community Council is to submit prior to the disbursement of funds acceptable documentation demonstrating that the services outlined in the reimbursement request were used for the purpose as outlined in Section 1 above.
4. Nothing herein contained is intended, or should be construed as creating or establishing the relationship of agency, partners or employment between the parties hereto, or as consulting either party as the agent or representative of the other for any purpose. Grantee is not authorized to bind the County to any contracts or other obligations, and shall not expressly or by implication represent to any party that Tri-County Community Council and the County are partners or that Tri-County Community Council is the agent or representative of the County.
5. Tri-County Community Council agrees to indemnify and hold harmless the County from all claims, damages, liabilities, or suits of any nature whatsoever arising out of, because of, or due to the breach of this agreement by Tri-County Community Council, its delegates, agents or employees or due to any act of occurrence of omission or commissioner of Tri-County Community Council, including but not limited to costs and reasonable attorney's fees. The County may at its option defend itself or allow Tri-County Community Council to provide the defense.
6. The performance of Santa Rosa County of any of its obligations under this agreement shall be subject to and contingent upon the availability of funds budgeted by the County or otherwise lawfully expendable for the purposes of this agreement for the current and future periods.
7. Santa Rosa County will terminate this agreement if Tri-County Community Council loses its CTC designation.
8. Tri-County Community Council will comply with all applicable laws, ordinances and regulations governing their operations.

9. This agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Florida, including but not limited to Chapter 427, F.S. and Rule 41-2, FAC.
10. Tri-County Community Council agrees to comply with Title VI of the Civil Rights Act of 1964 (78 Statute 252), Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and the Florida Human Rights Act.
11. Tri-County Community Council agrees to comply with all of the requirements imposed by Title VIII of the Civil Rights Act of 1968, USC 3601, et. seq.
12. Executive Order No. 11-02, signed by the Governor of Florida requires all state agency contracts to include a requirement that contractors and subcontractors use E-Verify.

Vendor/Consultant:

- a) shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the Vendor/Consultant during the term of the contract; and
 - b) shall expressly require any subcontractors performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term.
13. Neither Tri-County Community Council nor any of its subcontractors shall enter into any contract or arrangement in connection with the project or any property included or planned to be included in the project, in which any member, officer or employee of Tri-County Community Council during his/her tenure or for two years thereafter has any interest, direct or indirect. If any such present or former member, officer or employee involuntarily acquires or had acquired prior to the beginning of his/her tenure any such interest, and if such interest is immediately disclosed to Tri-County Community Council, Tri-County Community Council, with the approval of the County may waive the prohibition contained in this section provided any such present member, officer or employee shall not participate in any action by Tri-County Community Council relating to all contracts entered into in connection with the project or any property included or planned to be included in the project. Tri-County Community Council shall require its subcontractors to insert in each of their subcontracts the following provision:
- "No member, officer or employee of the Agency during his tenure or for two years thereafter shall have any interest, direct or indirect, in the contract or proceedings thereof."
14. Tri-County Community Council agrees to comply in accordance with Florida Statute 341.061 to the following as amended:
 - a) The adoption of a System Safety Program Plan (SSPP) & Security Program Plan (SPP) pursuant to Florida Department of Transportation safety standards set forth in Rule Chapter 14-90, Florida Administrative Code.
 - b) Compliance with adopted safety standards in the SSPP & SPP.
 - c) Performance of annual safety inspections on all operational buses in accordance with Rule 14-90.009 Florida Administrative Code.
 15. Tri-County Community Council agrees to comply in accordance with the provisions of 49 CFR Parts 40 and 655 as amended establishing and implementing an anti-drug and alcohol misuse prevention program.
 16. In accordance with Section 287.133 Florida Statutes, Tri-County Community Council hereby certifies that to the best of their knowledge and belief neither Tri-County Community Council nor any of their affiliates have been convicted of a public entity

crime. Violation of this section by Tri-County Community Council shall be grounds for cancellation of this agreement by the County.

17. Tri-County Community Council agrees that no federal appropriated funds have been paid or will be paid by or on behalf of Tri-County Community Council to any person for influencing or attempting to influence any officer or employee of any federal agency, a member of Congress, an officer or employee of Congress or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.
18. Tri-County Community Council agrees to maintain property records, conduct physical inventories and develop control systems as required by 49 CFR Part 18, where applicable.
19. Tri-County Community Council shall complete monthly and annual National Transit Database Reporting.
20. Tri-County Community Council agrees that if any amendments must be made to this AGREEMENT so that Santa Rosa County continues to qualify for any federal or state grants for public transportation, said amendments shall be executed by Tri-County Community Council within 60 days of notice. Failure to execute said amendments shall be grounds for termination of this AGREEMENT.
21. Tri-County Community Council shall comply with Equal Employment Opportunity (EEO), Disadvantaged Business Enterprise (DBE) Program, and the Americans with Disabilities Act (ADA) Program. Tri-County Community Council shall also comply with the following federal requirements: Buy America Provisions, including pre- and post-delivery auditing; Competitive Procurement; Elderly and Handicapped requirements; Debarment and Suspension of vendors and subcontractors; Fair Labor Practices; Lobbying; Conflict of Interest; and Charter Service. As appropriate, Tri-County Community Council shall include the requirement for subcontractors to certify compliance with applicable federal regulations.

WHERETO the parties have set their hands and seals effective this date whereon the last party executes this agreement.

SANTA ROSA COUNTY

**TRI-COUNTY COMMUNITY COUNCIL,
INC**

W.D. "Don" Salter, Chairman BOCC

Signature

BOCC approved February 12, 2015

Joel Paul, Jr. Executive Director

Date

ATTEST:

WITNESSES:

Donald C. Spencer, Clerk of Court

Printed: _____

Date

Printed: _____



Department of Public Services

Santa Rosa County, Florida
6051 Old Bagdad Highway, Suite 202
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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: Vehicle Lease Agreement with Tri-County Community Council, Inc.
DATE: June 1, 2015

RECOMMENDATION

That the Board approve the attached agreement to authorize the County to lease six vehicles to Tri-County Community Council, Inc. for use in the door-to-door public transportation service.

BACKGROUND

Currently, the County leases six vehicles to Tri-County Community Council, Inc. for door-to-door public transportation service in the county. On April 8, 2015, The TPO approved Resolution FL-AL 15-10 to recommend Tri-County Community Council, Inc. as a single designated Community Transportation Coordinator (CTC) for Santa Rosa County for a five year contract ending in 2020.

The approval of the attached agreement simply amends the terms of service from the current vehicle lease agreement from an emergency basis to be consistent with the CTC for the next five years.

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Director

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"One Team, One Goal, One Mission"

**EQUIPMENT LEASE AGREEMENT
SANTA ROSA COUNTY
AND
COMMUNITY TRANSPORTATION COORDINATOR**

This Agreement, entered into this ____ day of _____, 2015 by and between Santa Rosa County, hereinafter called the “Lessor”, and Community Transportation Coordinator, hereinafter called the “Lessee”, is effective on the date herein specified. This agreement replaces the agreement previously adopted on April 9, 2015.

WITNESSETH

WHEREAS, the Lessee serving within the capacity of the Community Transportation Coordinator has been contracted to operate public transportation service in Santa Rosa County by Santa Rosa County;

WHEREAS, the Lessee, in its capacity as a transportation operator is in need of vehicles and equipment to serve the needs of the people of Santa Rosa County and is desirous of leasing from the Lessor passenger vehicles, as described in Exhibit A;

NOW, THEREFORE, for and in consideration of the premises and covenants contained herein, it is agreed as follows:

1. **LEASE TERM**

The vehicle(s) and equipment further described in Exhibit A, attached hereto and made a part hereof, are leased to the Lessee on the specified effective date, which is the latest date on the signature page, through June 30, 2020, consistent with the terms of the for the Community Transportation Coordinator.

2. **LESSEE COSTS**

The Lessor agrees to a \$1.00 per year per vehicle lease.

3. **DELIVERY**

The equipment at Exhibit A has been delivered to Community Transportation Coordinator.

4. **TITLE**

It is expressly understood and agreed by the parties hereto that the title(s) to all equipment herein leased are and shall remain in the ownership of Santa Rosa County and the Lessee agrees not to loan, sell, sublet, assign or mortgage said equipment, or lend or permit said equipment to be subject to any legal process without the prior written consent of Santa Rosa County.

5. **MAINTENANCE**

A. The Lessee shall provide and pay the cost of maintenance and repair service of the leased equipment in accordance with standard preventive and corrective maintenance procedures on the basis of instructions in accordance with Florida Law – Rule 14-90, as amended, and/or supplied by the manufacturer. Preventive maintenance practices consistent with proper equipment care shall be

exercised, including special attention to corrosion control. The Lessee further agrees to maintain the equipment in presentable condition.

B. All maintenance actions and replacement of parts shall be documented fully and reported to Lessor in accordance with reporting requirements, as contained in paragraph 14.

C. The Lessee understands and agrees to adhere to all requirements of the Federal Transit Administration (FTA) and FDOT relative to a satisfactory maintenance program for all leased equipment. The Lessee further agrees to submit an equipment maintenance plan and a safety plan and other appropriate reports to the FTA Sub-Grantee, which is the Lessor. These plans may be those included in the system safety program plan and security program plan that is part of the terms of the Lessee's contract.

6. FEDERAL INTEREST IN EQUIPMENT

This Lease Agreement provides for the use of public transportation equipment that has been financed by FTA. The Lessor and the Lessee warrant that the use of these FTA funded vehicles and equipment will be governed by the Lessor's FTA Agreement, by FTA Circular 9045.1, and by the Office of Management and Budget Circular A-87, codified at 2 CFR Part 225, as amended.

7. PROHIBITION ON CONFLICTS OF INTEREST

The Lessor and Lessee warrant that no employee, officer, or agent of the Lessor, nor any partner of such a person, nor any member of the immediate family of such a person, nor any organization which employs, or is about to employ, such a person, has a financial or other interest in the Lessee or will otherwise benefit from the execution or performance of this lease Agreement.

8. OWNERSHIP OF PARTS

The Lessee agrees to maintain a complete and accurate record with respect to any Lessor furnished equipment, parts, if any, using such parts only in the repair and maintenance of the Lessor's equipment. All such records shall be maintained on a generally acceptable accounting basis and shall be clearly identified and readily accessible to the Lessor upon request, at any and all reasonable times. However, it is expressly understood and agreed that nothing in this Agreement obligates the Lessor to furnish maintenance and repair parts to the Lessee and that all Lessee purchased parts installed on leased equipment become the property of the Lessor.

9. INSURANCE

The Lessee shall agree to carry insurance, or, if self-insured, guarantee liability, for minimum coverage as follows, naming Santa Rosa County as one of the insured:

Liability coverage in an amount of \$100,000 for the death or injury for anyone person, \$300,000 in the event of death or injury of two or more persons in a single accident, including liability to any employees engaged in operation of the vehicle(s), and \$50,000 for property damage. Comprehensive and collision coverage will be obtained for the full value of each vehicle, less normal deductible, not to exceed \$1,000.00, which shall be borne by the Lessee. Current value of equipment leased under this Agreement is as specified in Exhibit A.

10. EMPLOYMENT

The County shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the County during the term of the contract , and

any subcontractors performing work or providing services pursuant to the state contract are required to utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor during the contract term. The Lessee is required to implement E-Verify to verify employment eligibility of all new employees hired during the term of this lease agreement.

11. OPERATIONS

In the operation of equipment leased by this Agreement, Lessee agrees:

A. To limit use of leased vehicle(s) and equipment to Santa Rosa County or its subcontractor. No changes of use of said vehicle(s) and equipment will be implemented by Lessee unless written authorization is received from Lessor.

B. To maintain an FDOT approved System Safety Program Plan (SSPP) and Security Program Plan as required by Florida Law - Rule Chapter 14-90, as amended, which stipulates equipment and operational safety standards governing public sector bus systems in the state and remain compliant with the SSPP, the SPP, and Rule 14-90 FAC, as amended.

C. To comply with the Substance Abuse Policy in accordance with 49 CFR Part 40 and 655, as amended, and provide information required for annual certification.

D. Not to make any alterations or modifications to the equipment except upon receipt of written consent of the Lessor. The only exception to this provision is for the installation or alteration of passenger seats, seat belts and wheelchair locking equipment; such changes, however, must be made in accordance with acceptable industry standards and Americans with Disabilities standards and shall not permanently mar or damage the vehicle(s) or equipment; further, such changes shall, upon the termination of this Agreement, remain the property of the Lessor or shall be changed to original condition as the vehicles were received by Lessee, at the Lessor's sole discretion and instruction.

E. To precisely follow the Lessor's guidelines for affixing or painting any designs, or marking signs on the leased vehicles. No political advertisements will appear on leased equipment. Public service posters or announcements may be placed in pre-existing advertising racks, if any.

F. Not to use the equipment in violation of federal, state or local statute, law, regulation, ruling, order or ordinance.

G. To hold Lessor harmless for all fines, forfeitures or penalties for traffic violations or other violations incurred in connection with the operation of this equipment by Lessee.

H. To cause each vehicle to be operated only by a fully qualified, competent, and properly trained and licensed driver. Lessee shall require each driver to have a good driving record and to operate with all due care and diligence to prevent injuries, loss and damage of any nature. Procedures and training will be outlined in the SSPP.

I. To maintain in force an approved Drug Free Workplace Program and regularly train all qualified drivers, mechanics and other safety-sensitive personnel about system safety and substance abuse.

J. To protect the equipment from theft and other hazards while under Lessee's control.

K. To be responsible for damages and loss to equipment in the event of disaster, fire, theft, flood, riots, strikes, conversion, collision, or other partial or total destruction except to the extent the County may be reimbursed by payment of insurance proceeds.

L. To verbally notify the Lessor immediately of any theft, fire, improper performance, damage, accidents or collision in which the equipment has been involved and, refrain from operation of such equipment so involved until permission is obtained from the County; to supply a copy of any report required to be filed with any administrative body or governmental unit, to supply a written report within seven (7) days of any theft, fire, accident or collision involving any equipment. In the event of failure to so notify Lessor, Lessee will be responsible for any loss to the County as a result of such failure; to cooperate fully with the County in any reasonable way to prevent loss; to aid in every reasonable way in the defense of suits or other proceedings which may be brought as a result of the operation of said equipment; to notify the County promptly of any papers, notices or documents served upon the Lessee, its agents, servants, or employees, arising out of the operation of said equipment.

M. Lessee shall not initiate any actions to recover losses for damages to equipment without written consent of Santa Rosa County. Lessee shall take no steps which would affect the County's claim for damages, if any, without written consent of the County.

N. The Lessee shall not operate the vehicles without proper air-conditioning.

O. The Lessee shall ensure two-way communication between the drivers and Community Transportation Coordinator dispatch during hours of transit service.

P. The Lessor shall ensure the words "Public Transportation" are displayed on the vehicles.

12. INDEMNIFICATION AND HOLD HARMLESS CLAUSE

The Lessee shall indemnify and hold harmless the Lessor against all claims and suits for injury or damage to any person or property whatsoever, including death, which may arise or result from the operation of the equipment leased by this Agreement, and will defend on behalf of the Lessor any suits jointly against the Lessee and Lessor or alone for or arising out of any of the aforesaid causes.

Further, the Lessee hereby agrees to indemnify, defend, save and hold harmless the Lessor from all claims, demands, liabilities and suits of any nature whatever arising out of, because of or due to the breach of this lease Agreement by the Lessee, its agents or employees, or due to any act or occurrence of omission or commission by the Lessee, its agents or employees. It is specifically understood and agreed that this indemnification Agreement does not cover or indemnify the Lessor for its sole negligence or breach of contract. The amount of indemnification shall not exceed the limits of the Lessee's policy and shall be no less than the limits established by Florida Statute.

13. DISCRIMINATION

The Lessee shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, veteran's status, or physical handicap. The Lessee shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, color, sex, national origin, veteran's status, or physical handicap. Such action shall include but not be limited to the following: employment; upgrading; demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Lessee agrees to post in conspicuous places notices provided by Lessor setting forth the provision of this non-discrimination clause.

14. REQUIRED REPORTS

A. The Lessee shall maintain and implement an equipment maintenance plan as part of its SSPP to be submitted for approval by FDOT. The plan will establish procedures for maintaining all rolling stock, and other capital assets on a regular basis, minimizing down time due to repairs, and prolonging the useful life of each asset.

B. In addition to special reports, as necessary, certain regular operating and maintenance reports, including required reports of FTA or FDOT, shall be required by the Lessor, of the Lessee.

C. Maintenance Reports

(1) Records of inspection, corrective, or preventive maintenance actions, including identification and cost of parts used, labor hours and vehicle mileage will be recorded on work order forms. The work order should identify how failure(s), if any, were detected, whether by regular inspection, driver report, vehicle breakdown or other. The work order forms shall be accumulated and maintained on file, with inspection checklists, for the inspection of the Lessor at any and all reasonable times.

(2) Individual vehicle maintenance record files shall be kept current by the Lessee and shall be available for Lessor's review during periodic compliance inspections.

(3) It is the ultimate responsibility of the Lessee to ensure that all required reports are properly maintained and that any and all reports required by other agencies, including but not limited to FTA and FDOT, are properly maintained and submitted.

15. INVENTORY

The Lessor shall complete a biennial inventory of property. The Lessee shall cooperate and coordinate with the Lessor in completion of this task.

16. AUDITS AND INSPECTIONS

Lessee agrees to permit the Lessor's designated representatives to audit all books, records and files relative to the operation and maintenance of the leased vehicle(s), equipment and parts, as applicable; to assist in providing said documents and information and to permit inspection of vehicle(s), equipment, and parts by FTA, FDOT or the Lessor's representatives. Time for conducting said audits and inspections shall be during normal business hours.

17. SUBCONTRACTS

For the duration of this Agreement, the Lessee may need to enter various Agreements and contracts with third parties to provide the services needed to fulfill this Agreement. The Lessee shall enter into any contracts during the term of this Agreement with notification at contract execution to the County. Upon termination or expiration of this Agreement, such contractual obligations entered into by the Lessee in its capacity under this Agreement shall automatically revert to the Lessor, which may cancel, renegotiate, or continue these subcontracts. The Lessee shall include this statement in all subcontracts.

Contracts between the Lessee and its subcontractors shall also require the subcontractor to implement E-Verify to verify the employment eligibility of subcontractor employees hired during the term of the contract.

18. WARRANTS

The Lessee warrants that it has not employed or retained any company or person, other than a bona-fide employee working solely for the Lessee, to solicit or secure this Agreement, and that he has not paid or agreed to pay any company or person other than a bona-fide employee working solely for the Lessee, any fee, commission, percentage brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the Lessor shall have the right to annul this Agreement without liability.

19. TERMINATION

A. BREACH: The Lessor may, by written notice to the Lessee, cancel this Agreement for any of the following reasons, to be effective upon receipt of said notice:

- (1) The Lessee takes any action pertaining to this Agreement without approval of the Lessor which under the procedures of the Agreement would have required the approval of the Lessor.
- (2) The Lessee defaults under any provisions of this Agreement.
- (3) The Lessee uses the vehicle(s), equipment or parts in a manner not provided for under the provisions of this Agreement.

B. Either party, Lessor or Lessee, may cancel or terminate this Agreement without cause by not less than thirty (30) days written notice to the other party.

20. ACTION UPON EXPIRATION OR CANCELLATION

In the event of expiration or cancellation of this Agreement, Lessee agrees to proceed as follows:

A. Provide storage space for all leased vehicle(s), equipment and parts, if applicable, until Lessor is prepared to transport to the next destination.

B. To be responsible for the cost of repairing, replacing or restoring any of said vehicle(s), equipment or parts in substandard condition.

C. To insure that tread remaining on the tires of the vehicle(s) is no less than 7/32" on any of the tires to provide for safe transport by the Lessor to the next destination and to be responsible for the cost of replacing tires not meeting said standards.

D. Any vehicle not in the same or better condition, reasonable wear and tear excepted, at the time of expiration or cancellation of this Agreement as when the vehicles were delivered to the Lessee shall be considered as in substandard condition.

21. RENEWAL OF LEASE

This Lease shall be from the date of commencement, indicated in paragraph 1 of this Lease through June 30, 2020, consistent with the terms of the Community Transportation Coordinator.

22. COMPLETENESS OF AGREEMENT

This Lease sets forth all the Agreements, terms, conditions and understandings, between Lessor and Lessee and there are no Agreements, customs, usages, terms, conditions, or understandings, either oral or written, expressed or implied, between the Lessor and the Lessee, as Lessor and Lessee, other than are herein set forth.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed, the day and year first above written.

SANTA ROSA COUNTY

**COMMUNITY TRANSPORTATION
COORDINATOR**

W.D. "Don" Salter, Chairman BOCC

Signature

BOCC approved March 26, 2015

Printed Name & Title

Date

ATTEST:

WITNESSES:

Donald C. Spencer, Clerk of Court

Printed: _____

Date

Printed: _____

**EXHIBIT A
LEASE AGREEMENT**

This exhibit forms an integral part of the particular Lease Agreement between Santa Rosa County and Community Transportation Coordinator for those vehicles listed below:

| Vehicle Description | VIN | DOT Control Number | County Control Number | County License Plate |
|---|-------------------|--------------------|-----------------------|----------------------|
| 2009 Ford E-250 Commuter Van | 1FTNE24L69DA92602 | 80313 | 9009 | TC4067 |
| 2010 Chevrolet Champion Small 22' Cutaway | 1GBJG31K991173951 | 80316 | 9011 | TD1933 |
| 2010 Chevrolet Champion Small 22' Cutaway | 1GBJG31K791173348 | 80315 | 9010 | TC3729 |
| 2013 Ford E-250 Commuter Van | 1FTNE2EL0DDA63619 | 92359 | 9012 | TD1913 |
| 2014 Ford E-250 Commuter Van | 1FTNE2EL2EDB15252 | 92387 | 9013 | TD8429 |
| 2014 Ford E-250 Commuter Van | 1FTNE2EL2EDB15253 | 92386 | 9014 | TD8428 |



Department of Public Services

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Tony Gomillion, Director

MEMORANDUM

TO: Board of County Commissioners
FROM: Kristen A. Shell, M.E., AICP, Senior Planner
THROUGH: Tony Gomillion, Public Services Director
SUBJECT: Grant Application for Pace Area Bicycle Pedestrian Master Plan
DATE: June 8, 2015

RECOMMENDATION

The purpose of this agenda item is to request approval of the attached Community Planning Technical Assistance Grant application to the Florida Department of Economic Opportunity (DEO), Bureau of Community Planning.

BACKGROUND

This technical assistance grant application is due June 17, 2015. This is an annual funding cycle and the grants will be awarded on a fixed rate price (deliverables will be approved before money is drawn). Typical awards will be \$25,000 or less, however, grants of greater value may be awarded for special projects of merit. The County has requested \$35,000 and the projects must be completed by May 31, 2016 for this funding cycle.

The purpose of these grants is to assist counties and municipalities in meeting the requirements of the Comprehensive Planning Act, addressing critical local planning issues, and promoting innovative planning solutions.

A similar project was undertaken for the South End of the County, however there are some key differences between the projects. The South End project focuses more on making connections to State and Federal trail designations, alternative transportation in a constrained peninsula area, as well as tourism and recreation. The needs for the Pace area are different in that tourism and State/Federal trail connections are not driving considerations. The Pace area also contains mostly County roads without bike or ped facilities. The lack of these facilities and connections to State/Federal priorities in the Pace area will make funding for implementation challenging. While part of the scope of work is to look for funding alternatives, the only viable plan implementation funding options may be the Transportation Alternatives Program (TAP), developer based contributions, or local funds.

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Director

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Exhibit A – Scope of Work

The purpose of this funding request is to enable Santa Rosa County to engage the services of a consultant to prepare a Bicycle and Pedestrian Master Plan for the Pace Area (See Map 1). The primary goal of the Pace Area Bicycle and Pedestrian Master Plan is to determine area needs and wants in regards to either non-motorized transportation alternatives or recreational bicycle, pedestrian or equestrian facilities. Secondary goals are to analyze existing bike/ped plans and programs and determine priorities based on identified and formulated goals and appropriate linkages. Tertiary goals include integrating transportation and land use decisions and identifying funding strategies for the development of the plan which may include prioritization of existing projects. The plan will incorporate bicycle/pedestrian improvements, both identified and existing, and promote connectivity between the systems while seeking to improve overall bike/ped safety or recreational opportunities including motorized trail use and non-motorized trail use. The plan will synthesize the various bicycle and pedestrian activities related to multi-modal mobility, quality of life, safety, connectivity, health, education, recreation, and environmental concerns in a manner that is predicated on citizen input.

Task 1: Citizen Participation and Plan Marketing

Activities

- 1.A. Develop social media and online presence for the planning effort.
- 1.B. Stakeholder identification and citizen participation design.
- 1.C. Project area delineation based on participation and public input.
- 1.D. Development of Public or Citizen Based Needs/Wants (non-motorized transportation alternatives or recreational priorities).

Products

- Project Facebook page;
- Project website – may be hosted on the County website;
- Citizen participation plan that includes how stakeholders will be engaged through focus groups or other meeting formats and that includes opportunities for broad based citizen involvement;
- Outreach materials including but not limited to handouts, maps, flyers, graphics;
- Project Area Map; and
- Citizen Based Outcomes

Task 2: Alternatives Development

Activities

- 2.A. Develop an in line or on system bicycle and pedestrian network that is mobility oriented and includes analysis of accident rates and locations. This network should include connections to major generators such as schools, commercial uses, parks such as Benny Russell Park, and the Spencer Field OLF walking path. Alternatively based on citizen input, develop off network trail system options that are

recreation oriented or some combination of an in line road network bases system and trail system. This trail system could be mountain bike, paved multi-use, park system trails, or cross community trails.

Products

- Sidewalk and Bicycle Mobility Network Map and, or;
- Off Network Trail System Opportunities Map

Task 3: Identification of Goals and Prioritization Objectives

Activities

3.A. Based on the activities identified in Tasks 1 and 2 above and other planning level concepts and ideas, develop a list of bike/ped goals and a prioritization program. This task builds on Tasks 1 and 2 by enumerating what was discovered through the public process. Project priorities shall be completely citizen based. It is intended that these goals and prioritization objectives be included into the following Task activities as well as the Santa Rosa County Comprehensive Plan.

Product

Written listing of bike/ped goals and prioritization concepts including analysis and discussion of the activities/projects identified in Tasks 1 and 2 above.

Task 4: Existing and Planned Bike/Ped Facilities Analysis

Activities

4.A. Analyze existing plans and identified projects and provide an analysis of the identified projects in terms of the goals and prioritization objectives identified in Task 3 above. These goals and prioritization objectives may include: mobility, recreational enhancement, cost feasibility, safety, connectivity, etc.

Product

- Listing and summarization of existing projects both build and proposed or planned
- Analysis of proposed or planned projects in terms of identified goals and prioritization objectives. This analysis may be in the form of a matrix or other decision making tool.

Task 5: Identification and Selection of Strategies/Recommendations/Prioritization Program

Activities

5.A. Identify additional bike/ped strategies and recommendations. Recommendations should be based on the goals and prioritization objectives identified above in Task 3.

5.B. Citizen based outcome prioritization program. This program should enable transition to the County's capital improvements program and provide for a consensus based methodology for project implementation.

Product

Listing and analysis of bike/facility strategy/recommendations/prioritization program provided in both written and accompanying map formats.

Task 6: Identification of Funding Sources

Activities

6.A. Provide a summary of available funding through the MPO process and identify shortcoming and limitations.

6.B. Identify and list any available grant or other funding options including some analysis of relevance and including County based options.

Product

Analysis and listing of existing and available funding sources in written format to be included into the final planning document.

Task 7: Final Plan Preparation

Activities

7.A. Combine the results of Tasks 1 through 6 above in a highly professional planning document including graphics, photos, and maps.

Product

Final report delivered in print (5 copies) and electronic format (MS Word and Searchable PDF format).



Department of Public Services

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Tony Gomillion, Director

MEMORANDUM

To: Santa Rosa County Board of County Commissioners
From: Brad Baker, Director, Emergency Management
Through: Tony Gomillion, Director, Public Services
Re: Emergency Management Preparedness and Assistance (EMPA) and
Emergency Management Performance Grant (EMPG)
Date: June 11, 2015

RECOMMENDATION

Request the Board of County Commissioners accept grant funding from the State as indicated below and authorize signature of all related documentation for each agreement.

Emergency Management Performance Award (EMPA) \$105,806
Emergency Management Performance Grant (EMPG) \$75,813

BACKGROUND

These funds can only be used to enhance local emergency management programs. These are matching grants and require basic tasks in each Scope of Work. Both agreements begin July 1, 2015 and will expire June 30, 2016.

COMPLETION

Four (4) copies of each agreement have been routed to the county attorney for review and for the Chairman's signature. The project will be managed by DEM staff.

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Tony Gomillion, Director

MEMORANDUM

To: Santa Rosa County Board of County Commissioners
From: Brad Baker, Director, Emergency Management
Through: Tony Gomillion, Director, Public Services
Re: Hazards Analysis Agreement
Date: May 28, 2015

RECOMMENDATION

The Board of County Commissioners accepts funding for the 2015/2016 Hazards Analysis Agreement between the Florida Division of Emergency Management and Santa Rosa County in the amount of nine thousand fifty-four dollars (\$9,054) and authorizes the Chairman to sign all related documentation. There is no match requirement.

BACKGROUND

The purpose is to conduct hazards analysis and update the data in order to develop and maintain a statewide hazards analysis database. The data includes critical facilities, hazardous chemicals and their location, storage and disposition, etc.

Since 2006, the inspections included ensuring that previously developed site sketches and buffers are still accurate. In some instances there are fewer chemicals on site and, in others, facilities may have gone out of business or stopped using chemicals previously reported.

Performing the analysis enables us to monitor hazardous material, analyze the risks to the community and develop appropriate emergency response plans.

COMPLETION

The project will be managed by DEM staff.

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Tony Gomillion, Director

MEMORANDUM

To: Santa Rosa County Board of County Commissioners
From: Brad Baker, Director, Emergency Management
Through: Tony Gomillion, Director, Public Services
Re: Civil Air Patrol by the Florida Wing - MOU
Date: June 11, 2015

RECOMMENDATION

Request that the Board approve a Memorandum of Understanding by and between the Civil Air Patrol (CAP), through its Florida Wing, and Santa Rosa County.

BACKGROUND

CAP is a federally chartered charitable non-profit corporation. (36 U.S.C. §§40301-40307) Missions flown under this MOU are "corporate missions." Although CAP is not a government agency or military service, it acts as a volunteer civilian auxiliary of the United States Air Force. This MOU with CAP, through its Florida Wing, establishes a formal provision and describes the procedures by which Santa Rosa County BOCC, Division of Emergency Management may request mission support for disasters or emergencies as well as the terms under which these missions are authorized, performed, and reimbursed. We have participated in a Memorandum of Understanding with CAP in the past and will be effective for five (5) years.

COMPLETION

The Santa Rosa County Attorney has reviewed the agreement, original documents will be forwarded to the BOCC for signature.

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AGENDA
PUBLIC WORKS COMMITTEE

June 8, 2015

Chairman: Commissioner Cole

Vice Chairman: Commissioner Rob Williamson

1. Discussion of staff's recommendation to deny moving forward with a vacation request of a portion of Leisure Street, in Holley By The Sea, between Citrus Drive and Hemlock Drive.



Department of Public Works

SANTA ROSA COUNTY, FLORIDA

Milton, Florida 32583

AVIS WHITFIELD

Director of Public Works

6075 Old Bagdad Hwy.

626-0191 • 994-5721 • 623-2221

Fax 623-1331

Stephen L. Furman

Assistant

Public Works Director

6075 Old Bagdad Hwy.

626-0191 • 994-5721 • 623-2221

Thad Allen

Superintendent

Building Maintenance/Parks

P. O. Box 864

623-1569 • 939-1877

MEMORANDUM

Date: May 27, 2015

Subject: Vacation Request for APO Leisure St.

From: Stephen Furman P.E., Assistant Public Works Director

Discussion:

The Santa Rosa County Public Works Department has been asked to evaluate the segment of the Leisure Street right of way that is the subject of a vacation request for potential future county needs. The segment in question is the currently unmaintained portion of Leisure St. that lies between Citrus Drive and Hemlock Drive. The properties on the north and south sides of this segment are believed to be owned by the Holley By The Sea Improvement Association.

There is currently a stormwater study being conducted in HBTS to identify drainage problem areas; and to provide potential drainage projects to address some of these areas. Until this study is complete, the need for the county to retain ownership of this roadway segment for drainage purposes cannot be fully determined.

We also contacted Shawn Ward, in the County's Planning Department, for information on the programed Navarre Community Access Road Study. Mr. Ward advised us that the area in question is located within the study area for the future access roadway.

Therefore, it is our recommendation that the request for the vacation of Leisure St., between Citrus Dr. and Hemlock Dr., be denied or continued until the ongoing drainage and access road feasibility studies have been completed.

Please let me know if there are any questions or comments.

Santa Rosa County, Florida
Office of County Attorney
6495 Caroline Street, Suite C
Milton, Florida 32570

APPLICATION FOR VACATION

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

Date: MAY 11, 2015
Owner(s) Name(s): BEULIE B. WILLIAMS OR MARY ELAINE WILLIAMS AS TRUSTEE
OF THE MARY ELAINE WILLIAMS REVOCABLE TRUST, DATED SEPTEMBER 24, 1998
Mailing Address: 505 JAMES RIVER RD., GULF BREEZE, FL 32561
Email Address: DMAWILL@CS.COM
Phone Number: 850 324-7610 OR 850 324-7611
Fax Number: _____
Billing Address (if different from above): _____

Reason for Vacation Request: ^{DIRT} ROADWAY UNUSED. PARCELS ON EACH SIDE
BEING SOLD FOR WETLANDS MITIGATION

Area of Vacation: LEISURE RD. BETWEEN CITRUS DR AND HEMLOCK DR.

Property address (abutting vacation area): _____

****ATTACH LEGAL DESCRIPTION AND MAP OF PORTION BEING VACATED****

Representative's Name (if applicable): _____

Address: _____

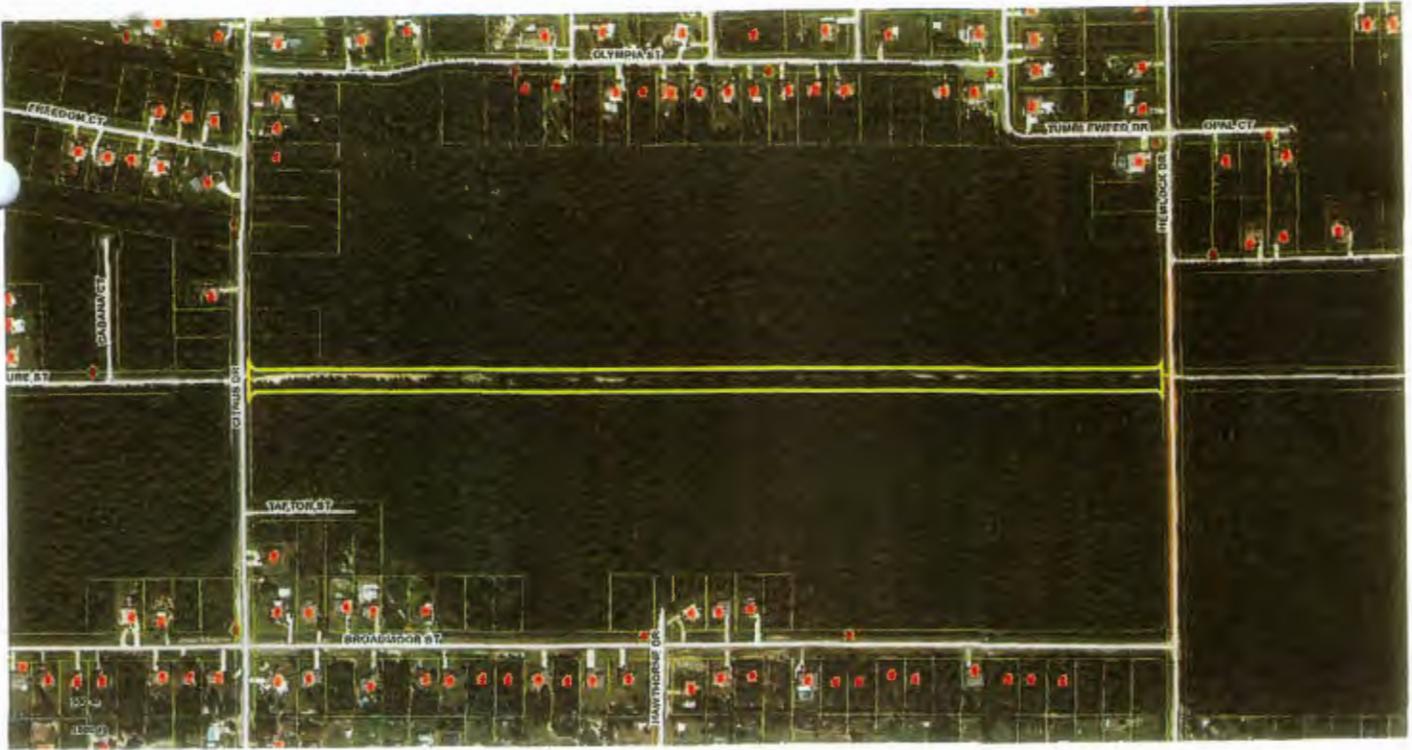
Phone Number: _____

Owner 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.

Date Signed: 5-11-15

Owner Signature

Mary Elaine Williams, Trustee
Owner Signature



Printed: May 22, 2015

Disclaimer: The GIS maps and data distributed by the Santa Rosa County BCCC departments are derived from a variety of public and private sector sources considered to be dependable, but the accuracy, completeness, and currency thereof are not guaranteed. The Santa Rosa County Commission makes no warranties, expressed or implied, as to the accuracy, completeness, currency, reliability, or suitability for any particular purpose of information or data contained in or generated from the County Geographic Database. Additionally, the Santa Rosa Commission or any agent, servant, or employee thereof assume no liability associated with the use of this data, and assume no responsibility to maintain it in any matter or form. For further map assistance, call 850-983-1840 or email: gisupdates@santarosa.fl.gov. SRC mapping website: <http://santarosa.fl.gov/gis>

From: Jeff Sauer <jtsauer@ssdlawfl.com>

To: Elaine Williams <thevillasgb@cs.com>

Subject: Holley by the Sea maps; and [REDACTED]

Date: Wed, Apr 29, 2015 1:42 pm

Attachments: DOC042915-042915-002.pdf (1498K)

Dear Elaine and Belie,

[REDACTED]. Also please find attached two maps of the portion of Leisure Street that you are seeking to vacate. The first one is the property appraiser's aerial of this section of the street and the other is the portion of the plat of the Second Corrected and Amended Plat of Holley By the Sea which is Sheet 11 of 13 recorded in Plat Book C at page 183-J. If you also need a description for what you are seeking to vacate here is a suggestion:

That portion of Leisure Street as shown on the Second Corrected and Amended Plat of Holley By the Sea recorded in Plat Book C at pages 183 through 183L that lies Easterly of the Easterly right-of-way line of Citrus Drive and Westerly of the Westerly right-of-way line of Hemlock Drive. //

Let me know if there is anything else you need at this time.

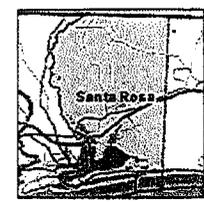
Sincerely,
Jeff

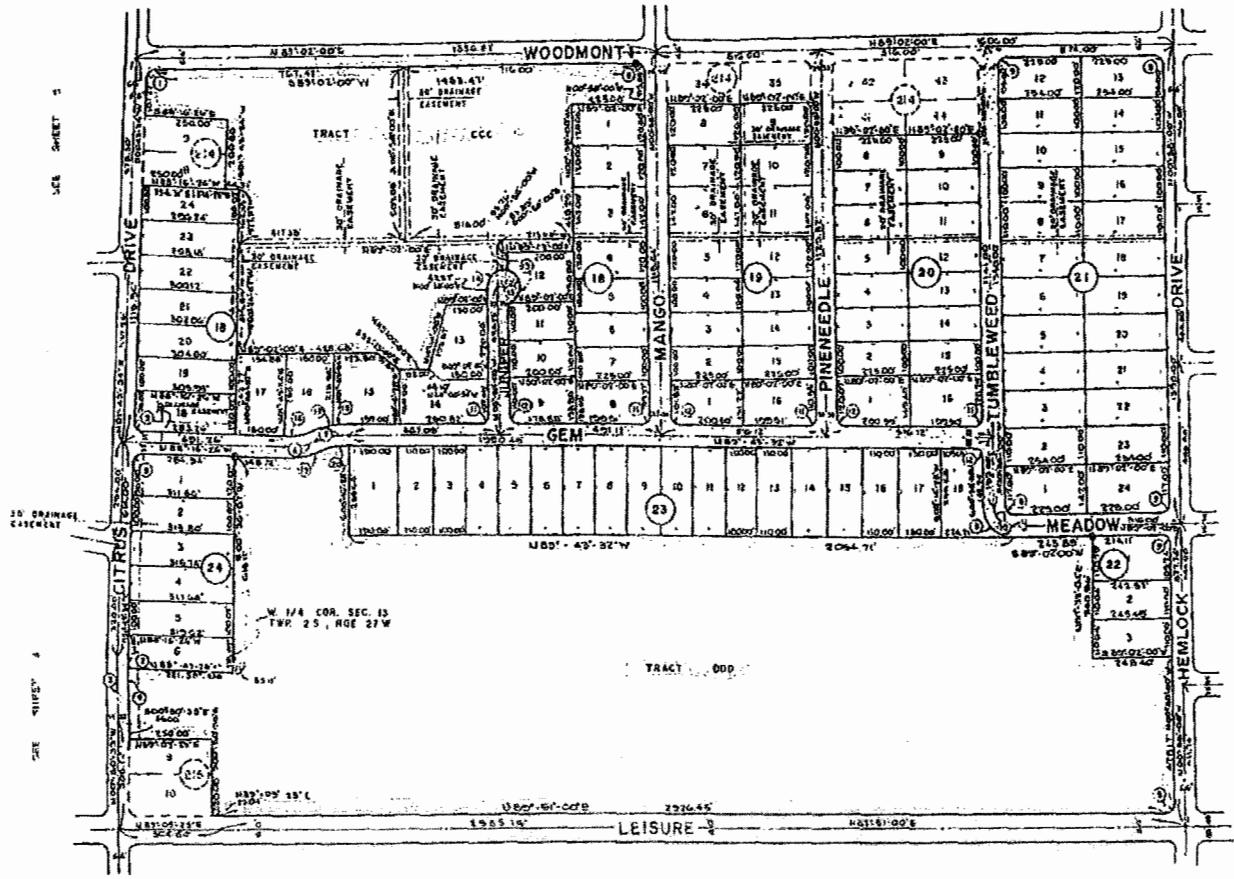


Santarosa County Appraiser

Parcel: LE-IS-UR-E RD-- Acres:

| | | | |
|-------|--|-----------------|--|
| Name: | | Land Value: | |
| Site: | | Building Value: | |
| Sale: | | Misc Value: | |
| | | Just Value: | |
| | | Assessed Value | |
| Mail: | | Exempt Value | |
| | | Taxable Value | |





BUDGET & FINANCIAL MANAGEMENT COMMITTEE

Chairman: Commissioner Williamson
Vice Chairman: Commissioner Cole

June 8, 2015

Budget:

- 1) **Budget Amendment 2015 – 161** in the amount of \$ **8,135** to carry forward unspent funds allocated for the Navarre Beach Sea Turtle Conservation Center (NBSTCC) in the Tourist Development Fund.
- 2) **Budget Amendment 2015 – 162** in the amount of \$ **80,000** for the demolition/construction of a current housing project with HOME (HUD) approved funding from the First Time Homebuyer account.
- 3) **Budget Amendment 2015 – 163** in the amount of \$ **1,615** to purchase an ice machine for the rental space at Benny Russell from District 1 Recreation Funds.
- 4) **Budget Amendment 2015 – 164** in the amount of \$ **68,256** to repair water intrusion at the EOC as approved at the May 28, 2015 meeting.
- 5) **Budget Amendment 2015 – 165** in the amount of \$ **15,420** to fund design revisions to Venetian Way/Coronado Drive HMPG drainage improvements project required to meet State and FEMA guidelines as approved at the May 28, 2015 meeting. Expenditures may be 75% reimbursable.
- 6) **Budget Amendment 2015 – 166** in the amount of \$ **28,761** to carry forward funds for a change order to the contract with Utility Service Company, Inc. for Venetian Way 2014 Flood Repair Project as approved at the May 28, 2015 meeting.
- 7) **Budget Amendment 2015 – 167** in the amount of \$ **171,300** to establish a budget for a new FDOT Landscape Program JPA for landscaping and irrigation improvements to SR 30 (US 98) from west Andorra Street to Ortega Street in Navarre.
- 8) **Budget Amendment 2015 – 168** in the amount of \$ **1,498,000** to carryforward funds for the Sheriff's Department for communication equipment and increased detention costs due to additional inmates from Escambia County. The detention costs will be reimbursed by Escambia County.

County Expenditure/Check Register:

- 9) Discussion of County Expenditures / Check Register

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: May 26, 2015

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

| | <u>Line Item Number</u> | <u>Description</u> | <u>Amount</u> |
|--------------|-------------------------|---|---------------|
| From: | 107 – 3990001 | Cash Carried Forward | \$ 7,659 |
| To: | 4010 – 5820030 | Nav. Bch Sea Turtle Conservation Center | \$ 7,659 |

State reason for this request:

Carries forward remaining funds from the \$60,000 grant allocated for the Navarre Beach Sea Turtle Conservation Center from the Tourist Development Fund.

Requested by: Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2015-161

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: June 8, 2015

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11th day Of June, 2015.

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: May 27, 2015

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

| | <u>Line Item Number</u> | <u>Description</u> | <u>Amount</u> |
|-------|-------------------------|---------------------------|---------------|
| From: | 0787 - 5340043 | First Time Homebuyer | (\$ 80,000) |
| To: | 0787 - 534004 | Substantial Housing Rehab | \$ 80,000 |

State reason for this request:

For the demolition/reconstruction of a current housing project with HOME (HUD) approved funding from the First Time Homebuyer account.

Requested by Erin Malbeck/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2015-162

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: June 8, 2015

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11th day Of June, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

HOME Program FY 2013/2014

Request Submitted by:

Erin Malbeck
5/27/2015

Budget Amendment

| | | | |
|--------------|------------------------------|----------------------------------|-------------|
| FUND | 104 Grants | | |
| DEPT | 0787 HUD HOME Program | | |
| From: | 0787-5340043 | First Time Homebuyer | \$80,000.00 |
| To: | 0787-534004 | Substantial Housing Rehab | \$80,000.00 |

Escambia Consortium

Request budget amendment to move \$80,000 of homebuyer funds to the Substantial Housing Rehab strategy for the demolition/reconstruction of current housing project.

Jayne Bell

From: Erin Malbeck
Sent: Wednesday, May 27, 2015 9:30 AM
To: Jayne Bell
Cc: Beckie Cato
Subject: HOME budget amendment
Attachments: Home Adm. Budget Mod. 5.27.2015.xls

Good Morning Jayne,

Last year we set up our budget for the HOME(HUD) First Time Homebuyer strategy (document #2014-136). Staff has decided and been approved by HUD to move \$80,000 of our \$141,528 allocation from the homebuyer strategy to the Substantial Housing Rehab strategy. This change is to allow for a demo/reconstruction of a home we are currently processing.

I've attached a budget amendment for your review. I may not have completed this budget amendment correctly, so please let me of any questions or changes needed. Normally, with the HOME program, we have not split funds into two different funding strategies for a particular FY funding, so this is a little bit of a learning experience :)

Erin Malbeck

Housing Program Coordinator
6051 Old Bagdad Hwy, Ste 201
Milton, FL 32583
Front Office: 850-981-7076
Direct Line: 850-981-7092
Fax: 850-981-7099

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

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: May 28, 2015

FROM: **District 1 Rec Fund**
TO: Board of County Commissioners
VIA: Budget Director
SUBJ: Request Approval of the following

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

| | <u>Line Item Number</u> | <u>Description</u> | <u>Amount</u> |
|-----------|-------------------------|----------------------------------|---------------|
| Fund 311: | 2321 – 599001 | Dist. 1 Reserves | (\$ 1,615) |
| | 2321 – 59100001 | To General Fund | \$ 1,615 |
| Fund 001: | 001 – 3810009 | From Dist. 1 Recreation Projects | \$ 1,615 |
| | 2600 – 564001 | Machinery & Equipment | \$ 1,615 |

State reason for this request:

To purchase an ice machine for Benny Russell rentable room from District 1 Recreation Funds.

Requested by: Tammy Simmons /s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2015-163

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: June 8, 2015

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11th day Of June, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Tammy Simmons
Sent: Wednesday, May 27, 2015 4:00 PM
To: Jayne Bell
Cc: Stephen Furman; Henry Brewton
Subject: FW: Ice Machine for Benny Russell

Jayne can I get a budget amendment in the amount of \$1615 to purchase an ice machine for Benny Russell rentable room from District 1 recreation funds?

From: Commissioner Jaye Williamson
Sent: Wednesday, May 27, 2015 3:43 PM
To: Tammy Simmons
Subject: RE: Ice Machine for Benny Russell

65lb. Jw

Sent from my Verizon Wireless 4G LTE smartphone

----- Original message -----

From: Tammy Simmons <TammyS@santarosa.fl.gov>
Date: 05/27/2015 3:27 PM (GMT-06:00)
To: Commissioner Jaye Williamson <JayerWilliamson@santarosa.fl.gov>
Subject: Ice Machine for Benny Russell

The 53 lb would probably be fine; but, since there is only \$15 dollars difference; you may want to go with the 65 lb from recreation dollars.

53 lb \$1550 + \$50 for condensate pump (under counter)
65 lb \$1565 + \$50 for condensate pump (under counter)
125 lb \$1695 (free-standing)

Tammy C. Simmons
Santa Rosa County Board of County Commissioners
Administrative Services Manager
6075 Old Bagdad Highway
Milton, FL 32583
850-983-1858 Phone
850-623-1331 Fax

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BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: June 1, 2015

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: | 001 – 3990001 | Cash Carried Forward | \$ 68,256 |
| To: | 3400 – 546001 | Repair & Maintenance | \$ 68,256 |

State reason for this request:

To repair water intrusion at EOC as approved at the May 28, 2015 BOCC Regular Meeting.

Requested by Jayne Bell/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-164**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: June 8, 2015

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11th day of June, 2015.

ATTESTED:

CLERK OF THE COURTS

CHAIRMAN

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: June 1, 2015

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

| | <u>Line Item Number</u> | <u>Description</u> | <u>Amount</u> |
|------------------|-------------------------|----------------------------------|---------------|
| Fund 106: | 9106 – 5990016 | Road & Drainage Reserves | (\$ 15,420) |
| | 9106 – 59100101 | To Road & Bridge Fund | \$ 15,420 |
| Fund 101: | 101 – 3810001 | From Electric Franchise Fee Fund | \$ 15,420 |
| | 2106 – 534001 | Other Contractual Services | \$ 15,420 |

State reason for this request:

Funds expanded services proposal with Pegasus Engineering for design services and grant application revision services for Venetian Way/Coronado Drive project as approved at the May 28, 2015 BOCC Regular Meeting. Expenditures may be 75% reimbursable.

Requested by: Sheila Fitzgerald/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2015-165

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: June 8, 2015

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11th day Of June, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Fitzgerald
Sent: Friday, May 29, 2015 10:19 AM
To: Jayne Bell
Cc: Henry Brewton; Hunter Walker; Erica Grancagnolo
Subject: Budget Amendment - HMGP Grant Application Design Revision Venetian Way/Coronado Drive - Pegasus

Jayne,

Need a budget amendment as follows:

| | | | |
|-------|-----------------|----------------------------------|------------|
| From: | 9106-5990016 | Reserves – Road & Drainage | (\$15,420) |
| | 9106 – 59100101 | To Road & Bridge Fund | \$15,420 |
| To: | 101 – 3810001 | From Electric Franchise Fee Fund | \$15,420 |
| | 2106 – 534001 | Other Contractual Services | \$15,420 |

Funds expanded services proposal with Pegasus Engineering approved at the May 28, 2015 BOCC meeting in the amount of \$15,420 for design services and grant application revision services for the Venetian Way/Coronado Dr project. Should the applications be successful, expenditures may be reimbursable at 75% as pre identified pre-award costs included in the grant application.

***Please note, my email address is now sheilaf@santarosa.fl.gov.

Sheila A. Fitzgerald, 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
sheilaf@santarosa.fl.gov

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

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: June 1, 2015

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

| | <u>Line Item Number</u> | <u>Description</u> | <u>Amount</u> |
|-------|-------------------------|----------------------|---------------|
| FROM: | 401 – 3990001 | Cash Carry Forward | \$ 28,761 |
| To: | 0660 – 546001 | Repair & Maintenance | \$ 28,761 |

State reason for this request:

Carries forward funds for a change order to the contract with Utility Service Co., Inc. for Venetian Way 2014 Flood Repair Project as approved at the May 28, 2015 BOCC Regular Meeting

Requested by Roger Blaylock/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-166**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: June 8, 2015

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11th day Of June, 2015.

ATTESTED:

CLERK OF THE COURTS

CHAIRMAN

BUDGET MODIFICATION RESOLUTION

No.

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

REQUESTER ACTION

DATE: June 2, 2015

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

| | <u>Line Item Number</u> | <u>Description</u> | <u>Amount</u> |
|------------------|-------------------------|-------------------------------------|-------------------|
| Fund 104: | 104 – 33490013 | FDOT Landscape Grant Program | \$ 171,300 |
| | 0791 – 5340035 | FDOT Grant Projects | \$ 171,300 |

State reason for this request:

Establishes budget for new FDOT Landscape Program JPA for landscaping and irrigation improvements to SR 30 (US 98) from west Andorra Street to Ortega Street in Navarre.

Requested by: Sheila Fitzgerald/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-167**

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: June 8, 2015

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this **11th** day Of **June, 2015**.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

Jayne Bell

From: Sheila Fitzgerald
Sent: Tuesday, June 02, 2015 8:12 AM
To: Jayne Bell
Cc: Henry Brewton
Subject: Budget Amendment - Navarre Landscape Project

Jayne,

Please process the following budget amendment:

| | | |
|----------------|--|-----------|
| 104 – 33490013 | FDOT Landscape Grant Program | \$171,300 |
| 0791 – 5340035 | FDOT Grant Projects (Landscaping & Irrigation) | \$171,300 |

Establishes budget for new FDOT Landscape Program JPA for landscaping and irrigation improvements to SR 30 (US 98) from west of Andorra Street to Ortega Street in Navarre.

***Please note, my email address is now sheilaf@santarosa.fl.gov.

Sheila A. Fitzgerald, 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
sheilaf@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: June 4, 2015

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

ADDITION:
MODIFICATION: X
DELETION:
OVERDRAFT:

| | <u>Line Item Number</u> | <u>Description</u> | <u>Amount</u> |
|-------|-------------------------|-----------------------|---------------|
| From: | 001 – 3990001 | Cash Carried Forward | \$ 1,498,000 |
| To: | 0075 – 5310036 | Detention | \$ 1,348,000 |
| | 0075 – 564001 | Machinery & Equipment | \$ 150,000 |

State reason for this request:

Carries forward funds for addition to Sheriff's budget for communication equipment and increased detention costs due to additional inmates from Escambia County. The detention costs will be reimbursed by Escambia County.

Requested by: Wendell Hall/s/

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2015-168

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

Comment: _____

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: June 8, 2015

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

PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 11th day Of June, 2015.

ATTESTED:

CHAIRMAN

CLERK OF THE COURTS

No support documentation for this agenda item.