

October 5, 2015

**ECONOMIC DEVELOPMENT COMMITTEE**

1. Discussion of appointment of Steve Rhodes of Gulf Power as private sector representative on the CareerSource Escarosa, Inc. Board of Directors.
2. Discussion of bid from Gulf Cable Properties, LLC in the amount of \$35,000 for two (2) acre parcel in the Santa Rosa Industrial Park pursuant to Board pricing guidelines.

## Emily Spencer

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**From:** Tina Stewart  
**Sent:** Tuesday, September 22, 2015 9:53 AM  
**To:** Hunter Walker  
**Cc:** Emily Spencer; Shannon Ogletree; Nelms Susan (SNelms@Careersourceescarosa.com)  
**Subject:** Recommendation for October 5 meeting  
**Attachments:** Steve Rhodes Career Source Recommendation.doc; Steve Rhodes PROFILE SHEET-06SRCO.doc

Good morning Hunter,

Attached is a recommendation asking that the BOCC recommend Steve Rhodes of Gulf Power to replace Ferd Salomon as a private member to the CareerSource Escarosa Board of Directors. Mr. Rhodes profile sheet is also attached.

Please let me know if you have any questions.

Thank you,

### **Tina Stewart**

Business Development Manager | Santa Rosa Economic Development Office  
6491 Caroline Street, Suite 4 | Milton, FL 32570  
Phone: 850.981.2071 | Cell: 850.418.1246

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

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

**Name:** Steve Rhodes  
**Business Name:** Gulf power Company  
**Address:** 5120 Dogwood Drive, Milton, FL 32570

**Title:** Local Manager  
**Phone No.:** 850-429-2401  
**FAX No.:** 850-429-2432

**E-Mail Address:** skrhodes@southernco.com

**Cell Phone No.:** 850-417-4205

**Home Address:** 4990 Creekside Lane, Milton, FL 32570

**MEMBERSHIP DEMOGRAPHICS (for reporting purposes)**

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

**Board Memberships**

Bay Area Food Bank  
United Way of Santa Rosa County  
Navy League of Santa Rosa  
Santa Rosa County Chamber of Commerce  
Century Chamber of Commerce

*Briefly state why you would like to become involved in the Workforce Escarosa, Inc. Board.*

I would like to serve on the Workforce Escarosa Board to support the organization's mission of connecting employers with qualified talent, thereby improving the quality of life for the people in our communities.

Does your company currently provide any service or products to Workforce Escarosa, Inc.?

Yes  No

Please return this form to:

**Santa Rosa Economic Alliance  
6491 Caroline Street, Suite 4  
Milton, FL 32570**

**Phone No.: 623-0174  
Fax No.: 623-5932**



**Santa Rosa**

**Economic  
Development**

Santa Rosa County, Florida

850.623.0174 ■ www.SantaRosaEDO.com ■ 6491 Caroline Street, Suite 4 ■ Milton, Florida 32570-4592

## **MEMORANDUM**

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

**FROM:** Shannon Ogletree, CEcD, Director  
Santa Rosa Economic Development

**DATE:** September 22, 2015, 2015

**RE:** Recommendation to fill vacancy on the CareerSource Escarosa Board of Directors

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### **Recommendation:**

I am requesting that the Santa Rosa County Board of Commissioners appoint Steve Rhodes, Gulf Power Local Manager (profile attached) to replace Ferdinand Salomon as a Santa Rosa County private sector member on the CareerSource Escarosa Board.

### **Background:**

The Workforce Investment and Opportunity Act (WIOA), Public Law 113-128, allows for a 19 member Board of Directors, with 10 (5 Santa Rosa County/5 Escambia County) of those members from the private sector.

Ferdinand Salomon has moved from the area and Steve Rhodes of Gulf Power is being recommended to fill the vacancy created by Mr. Salomon.

Your consideration with the above will allow for compliance with Board Membership under WIOA.

Thank you for your assistance with the above.

Cc: Susan Nelms

**BID OPENING**  
**September 29, 2015**  
**Milton, Florida**

Present: Procurement Officer. The meeting took place at 10:00 a.m.

The purpose of the meeting was to receive bids for the following; Sale of approximately 2 acres at the Santa Rosa Industrial Park. Submittals were received from the following:

**Sale of 2 Acres:**

- |                               |              |
|-------------------------------|--------------|
| 1. Gulf Cable Properties, LLC | \$ 35,000.00 |
|-------------------------------|--------------|



Santa Rosa County Economic Development Office  
Attn: Mr. Shannon Ogletree  
6491 Caroline Street  
Suite Four  
Milton, Florida 32570

September 28, 2015

Re: Gulf Cable Properties, LLC's Bid for Two Acres

Dear Mr. Ogletree:

In response to the public notice of sale of property, Gulf Cable Properties, LLC ("Gulf") hereby submits to the Santa Rosa County Economic Development Office Gulf's bid to purchase two acres of land near Gulf's current Milton, Florida facilities in the amount of

**Thirty-five thousand dollars (\$35,000).**

Gulf hereby undertakes to comply with the capital expenditure and job-creation requirements set forth in the public notice. This bid is subject to the parties' mutual agreement on final terms and conditions of sale.

Enclosed please find Gulf's \$500 earnest money deposit.

Sincerely,

A handwritten signature in black ink that reads "Suren Shah".

Mr. Suren Shah  
VP, Operations

October 5, 2015

**ADMINISTRATIVE COMMITTEE**

1. Discussion of establishment of work release center by Sheriff Office using building formerly leased to the Florida Department of Juvenile Justice.
2. Discussion of proposed ordinance establishing special events permitting process.
3. Discussion of Local Option Sales Tax initiative during 2016 election cycle.
4. Discussion of consent agreement with Holi Corp and Trans World Assurance Company acknowledging placement of mortgage on Navarre Beach leased property for construction of hotel.
5. Discussion of consent agreement with TTN, Inc. and Centennial Bank regarding placement of mortgage on Navarre Beach leased property for construction of hotel.
6. Discussion of proposals for landscaping services for portion of US98 median funded by Tourist Development Tax proceeds.
7. Discussion of declaring unrepairable vehicle damaged in April 2014 flooding as surplus and provide to Harold VFD for extrication equipment training.
8. Discussion of scheduling 2015-2016 Board reorganization meeting at conclusion of November 12, 2015 regular meeting pursuant to Resolution 97-44.
9. Discussion of request from TVC Development, Inc. for allocation of \$20,000 in SHIP funding for development of senior housing project located in City of Milton.
10. Update on county administrator position recruitment process.
11. **INFO ONLY:** Public Hearing items scheduled for 9:30 a.m. Thursday, October 8, 2015:

Repealing Ordinance 2005-37, as amended, known as the Santa Rosa County Roadway Impact Fee Ordinance.

No support documentation for this agenda item.

ORDINANCE NO. 2015 - \_\_\_\_

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA; ESTABLISHING THE SPECIAL EVENTS PERMITTING PROCESS; AMENDING ALL ORDINANCES IN CONFLICT HERewith, INCLUDING ORDINANCE 77-01; PROVIDING DEFINITIONS, PERMITTING AND APPLICATION PROCESS; PROVIDING FOR REVOCATION DUE TO VIOLATIONS; PROVIDING FOR CODIFICATION; AND, PROVIDING FOR AN EFFECTIVE DATE.

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

**SECTION 1. Title and Intent.**

This ordinance and chapter are titled and may be cited as the "Santa Rosa County Special Events Permitting Ordinance." The intent of the special event permit is to provide for events that encourage overnight visitors to Santa Rosa County, impacting commercial lodging industry, hotels/motels, campgrounds, condominiums, as well as restaurants, retail establishments and other businesses. To be considered the following criteria must be established:

1. Each application must be submitted with a signed Certification and Compliance page;
2. The event must have the potential to bring or have had past history of bringing out of town visitors;
3. Applicant must provide a marketing/promotions plan and detailed budget for event;
4. Advertising and marketing must occur 90% out-of-market (i.e. outside of Santa Rosa);
5. Applicant must provide a detailed budget and post event profit and loss statement; and
6. The event must encourage use of commercial lodging establishments within Santa Rosa County.

**SECTION 2. Definitions.**

The following words and phrases, when used in this chapter are defined as follows:

*Private property* means property that is owned, leased, operated, maintained or controlled by one (1) or more individuals or private entities.

*Public property* means property that is owned, leased, operated, maintained or controlled by the county.

*Sale or consumption of alcohol within Santa Rosa County facilities and public parks* means an event being held within a county facility or public park at which alcohol is to be sold or consumed.

*Special event* means a temporary preplanned gathering or event of an entertainment, cultural, recreational, educational, political, religious, or sporting nature, or any other nature, that is sponsored by an individual or entity and is open to the public in general, whether on public or private property, which will substantially and demonstrably promote tourism in Santa Rosa County.

*Use of county property* means an event being held within unincorporated Santa Rosa County, in a county park or facility.

**SECTION 3. Permit.**

(a) *Required.* The following event types require a permit:

- (1) An event that is expected to draw one thousand (1,000) or more persons at any session as participants or spectators, which is proposed to be held on public or private property; and/or
- (2) An event at which alcohol is expected to be sold or consumed at times or locations not otherwise allowed by Santa Rosa County Ordinances, including Ordinance 77-01; and/or
- (3) An event that is expected to be held on public property or within a county park; and/or
- (4) An event at which alcohol is expected to be sold or consumed within a county facility or public park.

(b) *Application.* At least sixty (60) days prior to the scheduled start of the event, the completed application with descriptive plans for all arrangements must be submitted to the TDC Director for review and recommendation and the planning and zoning department along with any applicable fees as set by resolution as may be amended from time to time. The applicant must comply with any and all conditions set forth in the application by the required sign-off agencies and as required by the county administrator or designee.

(c) *Conditions.* The county reserves the right to establish such additional conditions, criteria or detailed specifications for the special event permit as it may deem necessary

to carry out the intent of this article, for the protection of the public health, safety and welfare of the public.

- (d) *Advertising.* No person, corporation, partnership, or other organization may advertise, conduct, maintain, or sell or furnish tickets for a special event in Santa Rosa County unless and until that person or entity has obtained a permit from the county.
- (e) *Insurance.* The applicant, at its sole expense, agrees to procure and maintain in force during the entire term of the event, liability insurance in the amounts determined by county risk management to protect against damages or other claims arising from use of county property by the applicant or its guests. Other limits may also be established by county risk management for events which will be serving or consuming alcoholic beverages at approved county property. The insurance policy must also include coverage for the applicant's contingent liability on damages, claims or losses. "Santa Rosa County Board of County Commissioners" must be named as "additional insured" on the certificate of insurance, and the certificate must be delivered to Santa Rosa County prior to the applicant's use of the property. The insurance may not be canceled during the term of the event, if this occurs, the county has the right to revoke approvals related to use of the county property for the event, without recourse by the applicant.
- (f) *Bond.* At its discretion, subject to other applicable laws or ordinances, the county may require an indemnity and/or performance security bond for an event. The bond must be with a corporate bonding company authorized to do business in the State of Florida, or a cash bond in the form of a cashier's check payable to the board. The bond must indemnify Santa Rosa County, its agents or employees against any and all claims arising out of the preparations, conduct or aftermath of the event.

**SECTION 4. Indemnification.**

The applicant agrees to indemnify, release and save harmless the board against any and all claims, costs, demands, damages, judgments or injuries of any nature arising from the conduct or management of, or from any work or thing whatsoever done in or about county property or any building or structure appurtenant thereto or equipment thereof during the term of this permit, or arising during the term of use from any act of negligence of the applicant, applicant's agents, contractors, or employees, or arising from any accident, injury, or damage whatsoever, however caused, to any person or persons, or to any property of any person, persons, corporation or

corporations, occurring during the term of this agreement on, in, or about said county property, and from and against all costs, attorney's fees, expenses and liabilities occurring in connection with any such claim or any action or proceeding brought thereon.

**SECTION 5. Delivery, acceptance and surrender of premises.**

- (a) The applicant agrees to accept the county property on possession as being in a satisfactory state of repair and in sanitary condition.
- (b) The applicant must surrender the premises to the county in the same condition as when the applicant takes possession, allowing for reasonable use and wear, and damage by acts of God. The applicant agrees to remove all business signs or symbols placed on the premises by the applicant before redelivery of the premises to the county, and restore the premises to the condition in which it existed before their placement. Any signs and markings created or used in connection with this event must be temporary and removable; painting roadways, trees or any other fixed object is strictly prohibited. The applicant agrees to clear the county property of litter at the close of the event.

**SECTION 6. Consideration of application.**

Upon receipt of the completed application with all required attachments, the county administrator or designee will review and present the request to the Board of County Commissioners at a Public Hearing. Prior to any permit issuance, the Board of County Commissioners will hold a public hearing on said application after notice thereof by publication in a newspaper of general circulation in the county. The notice shall describe the time, date, and place of the special event, identify the applicant, and outline the general purpose of the application.

**SECTION 7. Violations.** The county may revoke the event permit granted under this chapter upon the occurrence of any violation of this chapter.

**SECTION 8. Conflicts.** All ordinances or portions of ordinances in conflict herewith are amended consist with this ordinance.

**SECTION 8. 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 9. Effective Date.** This Ordinance shall take effect January 1, 2016.

**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: \_\_\_\_\_  
Chairman

**ATTEST:**

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

I, Donald C. Spencer, Clerk of Court of Santa Rosa County, Florida, do hereby certify that the same was adopted and filed of record and sent electronically to the Secretary of the State of Florida, on this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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



# 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 N. BELL, OMB Director

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

**TO:** Board of Commissioners

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

**DATE:** September 30, 2015

**SUBJECT:** Local Option Sales Tax (LOST) Discussion

During the recently completed FY2015-2016 Budget deliberations the concept of pursuing a multi-purpose Local Option Sales Tax (LOST) in the 2016 election cycle was discussed. The discussion centered on a number of capital items or equipment needs that could be funded under a Local Option Sales Tax such as equipment/vehicles for Sheriff; parks/recreation facilities; stormwater management and drainage; etc.

The Board also has been considering a Local Option Sales Tax to fund the construction of a judicial facility currently focused on downtown Milton site proximate to existing courthouse. The City of Milton will update the Board at October 19, 2015 Committee-of-the-Whole meeting on securing land for the proposed downtown Milton site.

Given the 2016 election cycle timeframe, it seems prudent for Board to begin developing plan for how to meet county capital needs with Local Options Sales Tax and will place on Monday Committee agenda for discussion.

THIS INSTRUMENT WAS PREPARED BY  
LINDA A. HOFFMAN, ESQ. OF  
CARVER DARDEN KORETZKY TESSIER  
FINN BLOSSMAN & AREAUX, LLC  
801 WEST ROMANA STREET, SUITE A  
PENSACOLA, FLORIDA 32502

## CONSENT AND ACKNOWLEDGMENT

This Consent and Acknowledgment (this "Agreement") is by and between SANTA ROSA COUNTY, a political subdivision of the state of Florida ("Lessor"), HOLI CORP., a Delaware corporation and/or its successors or assigns ("Borrower" and/or "Holi"), and TRANS WORLD ASSURANCE COMPANY, a California corporation ("Lender").

### RECITALS

WHEREAS, Borrower is the holder and owner of a leasehold interest in certain real property as described in that Restated and Amended Lease Agreement dated June 23, 2014 by and between Lessor and Borrower, which is recorded in Official Records Book 3352, page 1013 of the public records of Santa Rosa County, Florida, as thereafter modified by the Partial Assignment of Lease dated January 30, 2015 which is recorded in official Records Book 3403, Page 1833 of the public records of Santa Rosa County, Florida (hereinafter collectively the "Lease"); and

WHEREAS, pursuant to the Lease, Borrower has an interest in certain leasehold property as described in the Lease and which is more specifically described as Parcel 2 on Exhibit "A" attached hereto (hereinafter the "Leasehold Property")

WHEREAS, Lender is about to advance a loan to Borrower in the approximate principal amount of \$8,200,000, as subsequently renewed, modified, increased and/or replaced (hereinafter the "Loan"); and

WHEREAS, the indebtedness due under the Loan and the remaining loan documents (collectively the "Loan Documents") will be secured by the Leasehold Property; and

WHEREAS, as a condition precedent to the extension of the Loan, Lender is requiring Lessor to acknowledge and agree that it will provide notice to Lender of any default, and provide Lender the opportunity to cure any defaults under the Lease, as set forth herein.

**NOW, THEREFORE**, in consideration of the covenants and agreements herein contained, and for other valuable consideration the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

### AGREEMENT

1) The Recitals referenced above are hereby acknowledged as being true and accurate and are incorporated herein by reference. The Recitals are a substantive, contractual part of this Agreement.

2) Lessor hereby consents to Borrower granting a mortgage on the Leasehold Property. Lessor also acknowledges and agrees that Lender shall be deemed a "Special Entity" as defined in the Lease. Therefore, as set forth in the Lease, Lessor may not terminate the Lease until it has given Lender thirty (30) days notice of default in rental payments, which notice to Lender shall not be given until the Initial Notice Period has expired with Borrower having failed to cure such default during such Initial Notice Period. Lender shall also have all other rights afforded a Special Entity as set forth in the Lease.

3) No default shall be declared by Lessor as to the Leasehold Property unless there is a default with regard to the real property described as the Leasehold Property. If a default occurs by the leasehold owner under the Lease that pertains to the real property described in the Partial Assignment of Lease dated January 30, 2015 which is recorded in official Records Book 3403, Page 1833 of the public records of Santa Rosa County, Florida, and which is more specifically described as Parcel 1 on Exhibit "A" attached hereto ("Real Property"), any default shall be solely against said Real Property and shall not constitute a default under the Leasehold Property.

4) Any notice, demand, statement, request or consent made hereunder shall be in writing and shall be deemed given on the next business day if sent by Federal Express or other reputable overnight courier and designated for next business day delivery, or on the third day following the day such notice is deposited with the United States postal service first class certified mail, return receipt requested, addressed to the address, as set forth below, of the party to whom such notice is to be given, or to such other address or additional party as Lessor, Lender or Borrower, as the case may be, shall in like manner designate in writing.

If to Lessor, to:

Santa Rosa County Board of County Commissioners  
6495 Caroline Street, Suite M  
Milton, Florida 32570  
Attention: County Administrator

If to Lender, to:

Trans World Assurance Company  
885 South El Camino Real  
San Mateo, CA 94402  
Attention: Charles B. Royals

If to Borrower, to:

Holi Corp.  
500 S. Palafox Street, Suite 200  
Pensacola, FL 32502  
Attention: Marilyn W. Hess

IN WITNESS WHEREOF, the undersigned have signed their names and their seals effective as of the date set forth above.

ATTEST:

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

\_\_\_\_\_

\_\_\_\_\_  
ChairPerson

ATTEST:

**TRANS WORLD ASSURANCE COMPANY, a  
California corporation**

\_\_\_\_\_

\_\_\_\_\_  
Charles B. Royals, President

ATTEST:

**HOLI CORP., a Delaware corporation**

\_\_\_\_\_

\_\_\_\_\_  
Marilyn W. Hess, President

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2015, by \_\_\_\_\_, as Chairman of Board of Commissioners, Santa Rosa County, a political subdivision of the State of Florida on behalf of the political subdivision. He/She is personally known to me or has produced a \_\_\_\_\_(state) driver's license as identification.

My Commission Expires:

(AFFIX NOTARY SEAL)

\_\_\_\_\_  
Notary Public (Signature)  
\_\_\_\_\_  
(Printed Name)  
\_\_\_\_\_  
(Title or Rank)  
\_\_\_\_\_  
(Serial Number, if any)

STATE OF CALIFORNIA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2015, by Charles B. Royals, as President of Trans World Assurance Company, a California corporation, on behalf of the corporation. He is personally known to me or has produced a \_\_\_\_\_(state) driver's license as identification.

My Commission Expires:

(AFFIX NOTARY SEAL)

\_\_\_\_\_  
Notary Public (Signature)  
\_\_\_\_\_  
(Printed Name)  
\_\_\_\_\_  
(Title or Rank)  
\_\_\_\_\_  
(Serial Number, if any)

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

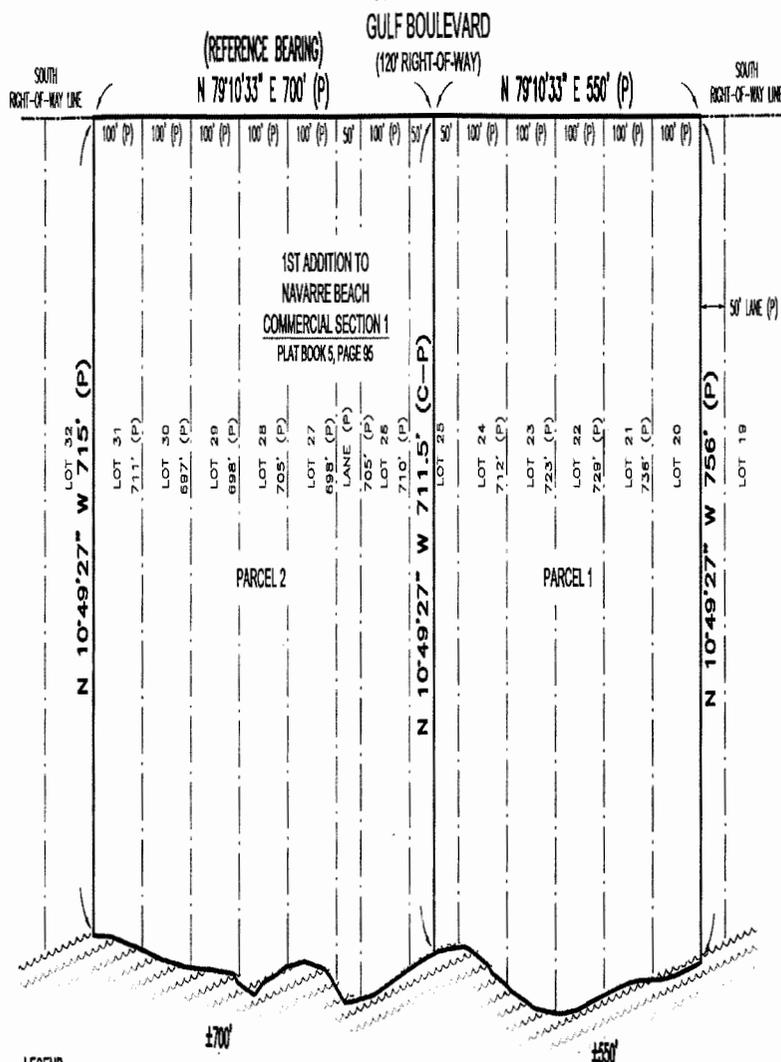
The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2015, by Marilyn W. Hess, as President of Holi Corp., a Delaware corporation on behalf of the corporation. She is personally known to me or has produced a \_\_\_\_\_(state) driver's license as identification.

My Commission Expires:

(AFFIX NOTARY SEAL)

\_\_\_\_\_  
Notary Public (Signature)  
\_\_\_\_\_  
(Printed Name)  
\_\_\_\_\_  
(Title or Rank)  
\_\_\_\_\_  
(Serial Number, if any)

EXHIBIT "A"



LEGEND:

(C-P) DENOTES CALCULATED PER PLAT  
 (P) DENOTES PLAT INFORMATION

G U L F O F M E X I C O

**DESCRIPTION: PARCEL 1**

LOTS 20 THROUGH 24, INCLUSIVE, AND THE EAST HALF OF LOT 25, 1ST ADDITION TO NAVARRE BEACH, COMMERCIAL SECTION 1, A SUBDIVISION OF A PORTION OF SANTA ROSA ISLAND LYING SOUTH OF SECTIONS 20 AND 21, TOWNSHIP 2 SOUTH, RANGE 26 WEST, ESCAMBIA COUNTY, FLORIDA, ACCORDING TO PLAT OF SAID SUBDIVISION RECORDED IN PLAT BOOK 5, PAGE 95, OF THE PUBLIC RECORDS OF ESCAMBIA COUNTY, FLORIDA; (NOW LYING AND BEING IN SANTA ROSA COUNTY, FLORIDA).

**DESCRIPTION: PARCEL 2**

LOTS 26 THROUGH 31, INCLUSIVE, AND THE WEST HALF OF LOT 25, AND A 50' WIDE LANE BETWEEN LOTS 26 AND 27, 1ST ADDITION TO NAVARRE BEACH, COMMERCIAL SECTION 1, A SUBDIVISION OF A PORTION OF SANTA ROSA ISLAND LYING SOUTH OF SECTIONS 20 AND 21, TOWNSHIP 2 SOUTH, RANGE 26 WEST, ESCAMBIA COUNTY, FLORIDA, ACCORDING TO PLAT OF SAID SUBDIVISION RECORDED IN PLAT BOOK 5, PAGE 95, OF THE PUBLIC RECORDS OF ESCAMBIA COUNTY, FLORIDA; (NOW LYING AND BEING IN SANTA ROSA COUNTY, FLORIDA).

Prepared by:  
Charles L. Hoffman, Jr., of  
SHELL, FLEMING, DAVIS & MENGE  
226 Palafox Place, 9<sup>th</sup> floor  
Pensacola, Florida 32501

## CONSENT AND ACKNOWLEDGMENT

This Consent and Acknowledgment (this "Agreement") is by and between SANTA ROSA COUNTY, a political subdivision of the state of Florida ("Lessor"), TTN, INC., a Delaware corporation and/or its successors or assigns ("Lessee"), and CENTENNIAL BANK, an Arkansas banking corporation ("Lender").

### RECITALS

WHEREAS, Lessee is the holder and owner of a leasehold interest in certain real property as described in that Partial Assignment of Lease dated January 30, 2015 which is recorded in official Records Book 3403, Page 1833 of the public records of Santa Rosa County, Florida, and also described as Parcel 1 on Exhibit "A" attached hereto (hereinafter the "Leasehold Property"), which confirmed the sale and assignment of the Leasehold Property, which is a portion of the leasehold property described in the Restated and Amended Lease Agreement dated June 23, 2014 by and between Lessor and Holi Corp., which is recorded in Official Records Book 3352, page 1013 of the public records of Santa Rosa County, Florida (hereinafter collectively the "Lease"); and

WHEREAS, Lender is about to advance a loan to Lessee in the approximate principal amount of \$23,000,000, as subsequently renewed, modified, increased and/or replaced (hereinafter the "Loan"); and

WHEREAS, the indebtedness due under the Loan and the remaining loan documents (collectively the "Loan Documents") will be secured by the Leasehold Property; and

WHEREAS, as a condition precedent to the extension of the Loan, Lender is requiring Lessor to acknowledge and agree that it will provide notice to Lender of any default, and provide Lender the opportunity to cure any defaults under the Lease, as set forth herein.

**NOW, THEREFORE**, in consideration of the covenants and agreements herein contained, and for other valuable consideration the receipt and adequacy of which are hereby acknowledged, the parties agree as follows:

### AGREEMENT

1) The Recitals referenced above are hereby acknowledged as being true and accurate and are incorporated herein by reference. The Recitals are a substantive, contractual part of this Agreement.

2) Lessor hereby consents to Lessee granting a mortgage on the Leasehold Property. Lessor also acknowledges and agrees that Lender shall be deemed a "Special Entity" as defined in the Lease. Therefore, as set forth in the Lease, Lessor may not terminate the Lease until it has given Lender thirty (30) days notice of default in rental payments, which notice to Lender shall not be given until the Initial Notice Period has expired with Lessee having failed to cure such default during such Initial Notice Period. Lender shall also have all other rights afforded a Special Entity as set forth in the Lease.

3) No default shall be declared by Lessor as to the Leasehold Property unless there is a default with regard to the real property described as the Leasehold Property. If a default occurs by the leasehold owner under the Lease that pertains to the real property described in the Lease less the real property described in the Leasehold Property, which is more specifically described as Parcel 2 on Exhibit "A"

attached hereto ("Real Property"), any default shall be solely against said Real Property and shall not constitute a default under the Leasehold Property.

4) Any notice, demand, statement, request or consent made hereunder shall be in writing and shall be deemed given on the next business day if sent by Federal Express or other reputable overnight courier and designated for next business day delivery, or on the third day following the day such notice is deposited with the United States postal service first class certified mail, return receipt requested, addressed to the address, as set forth below, of the party to whom such notice is to be given, or to such other address or additional party as Lessor, Lender or Lessee, as the case may be, shall in like manner designate in writing.

If to Lessor, to:

Santa Rosa County Board of County Commissioners  
6495 Caroline Street, Suite M  
Milton, Florida 32570  
Attention: County Administrator

If to Lender, to:

Centennial Bank  
2200 Airport Blvd.  
Pensacola, Florida 32504  
Attn: Blaise Adams

With a copy to:

Shell, Fleming, Davis, & Menge  
226 Palafox Place  
9th Floor, Seville Tower  
Pensacola, Florida 32502  
Attn: Charles L. Hoffman, Jr.

If to Lessee, to:

TTN, Inc.  
500 S. Palafox Street, Suite 200  
Pensacola, FL 32502  
Attention: Marilyn W. Hess

with a copy to:

Carver, Darden, Koretzky, Tessier,  
Finn, Blossman & Areaux, LLC  
801 West Romana St., Suite A  
Pensacola, Florida 32502  
Attention: Linda A. Hoffman

IN WITNESS WHEREOF, the undersigned have signed their names and their seals effective as of the date set forth above.

ATTEST:

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

\_\_\_\_\_

\_\_\_\_\_

ChairPerson

ATTEST:

**CENTENNIAL BANK, an Arkansas banking  
corporation**

\_\_\_\_\_

\_\_\_\_\_

Blaise Adams, Market President

ATTEST:

**TTN, INC., a Delaware corporation**

\_\_\_\_\_

\_\_\_\_\_

Marilyn W. Hess, President

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2015, by \_\_\_\_\_, as Chairman of Board of Commissioners, Santa Rosa County, a political subdivision of the State of Florida on behalf of the political subdivision. He/She is personally known to me or has produced a \_\_\_\_\_ (state) driver's license as identification.

My Commission Expires:

(AFFIX NOTARY SEAL)

\_\_\_\_\_

Notary Public (Signature)

\_\_\_\_\_

(Printed Name)

\_\_\_\_\_

(Title or Rank)

\_\_\_\_\_

(Serial Number, if any)

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2015, by Blaise Adams, as Market President of Centennial Bank, an Arkansas banking corporation, on behalf of the bank. He is personally known to me or has produced a \_\_\_\_\_(state) driver's license as identification.

My Commission Expires:  
(AFFIX NOTARY SEAL)

\_\_\_\_\_  
Notary Public (Signature)  
\_\_\_\_\_  
(Printed Name)  
\_\_\_\_\_  
(Title or Rank)  
\_\_\_\_\_  
(Serial Number, if any)

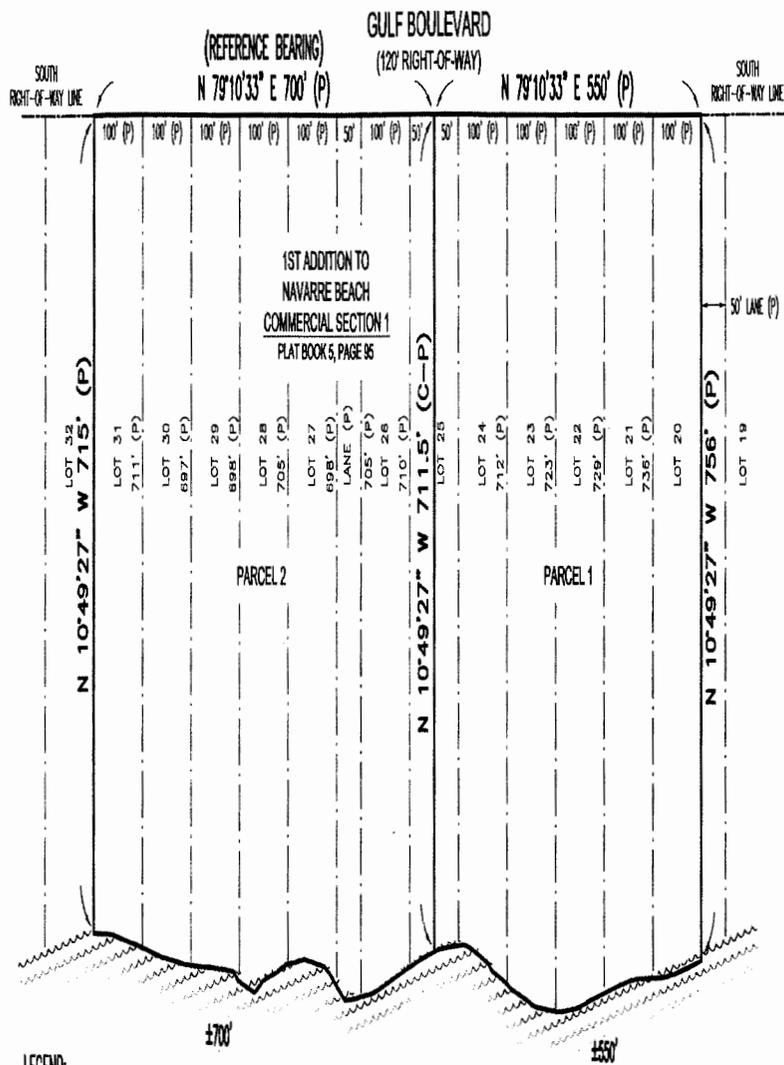
STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2015, by Marilyn W. Hess, as President of TTN, Inc., a Delaware corporation on behalf of the corporation. She is personally known to me or has produced a \_\_\_\_\_(state) driver's license as identification.

My Commission Expires:  
(AFFIX NOTARY SEAL)

\_\_\_\_\_  
Notary Public (Signature)  
\_\_\_\_\_  
(Printed Name)  
\_\_\_\_\_  
(Title or Rank)  
\_\_\_\_\_  
(Serial Number, if any)

EXHIBIT "A"



**DESCRIPTION:** PARCEL 1

LOTS 20 THROUGH 24, INCLUSIVE, AND THE EAST HALF OF LOT 25, 1ST ADDITION TO NAVARRE BEACH, COMMERCIAL SECTION 1, A SUBDIVISION OF A PORTION OF SANTA ROSA ISLAND LYING SOUTH OF SECTIONS 20 AND 21, TOWNSHIP 2 SOUTH, RANGE 26 WEST, ESCAMBIA COUNTY, FLORIDA, ACCORDING TO PLAT OF SAID SUBDIVISION RECORDED IN PLAT BOOK 5, PAGE 95, OF THE PUBLIC RECORDS OF ESCAMBIA COUNTY, FLORIDA;  
(NOW LYING AND BEING IN SANTA ROSA COUNTY, FLORIDA).

**DESCRIPTION:** PARCEL 2

LOTS 26 THROUGH 31, INCLUSIVE, AND THE WEST HALF OF LOT 25, AND A 50' WIDE LANE BETWEEN LOTS 26 AND 27, 1ST ADDITION TO NAVARRE BEACH, COMMERCIAL SECTION 1, A SUBDIVISION OF A PORTION OF SANTA ROSA ISLAND LYING SOUTH OF SECTIONS 20 AND 21, TOWNSHIP 2 SOUTH, RANGE 26 WEST, ESCAMBIA COUNTY, FLORIDA, ACCORDING TO PLAT OF SAID SUBDIVISION RECORDED IN PLAT BOOK 5, PAGE 95, OF THE PUBLIC RECORDS OF ESCAMBIA COUNTY, FLORIDA;  
(NOW LYING AND BEING IN SANTA ROSA COUNTY, FLORIDA).



# Santa Rosa County Board of County Commissioners

**Sheila Fitzgerald, Special Projects/Grant Director**

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

## MEMORANDUM

**TO:** Hunter Walker  
**DATE:** 10/01/2015  
**FROM:** Sheila Fitzgerald  
**RE:** Gulf Breeze Landscape Projects - Maintenance

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At the April 6, 2015 BOCC meeting, the board acknowledged "the Highway 98 corridor, through the south end of Santa Rosa County, as a tourist district, or any specific median beautification is tourism related". The purpose of this finding of fact is to distinguish that the primary purpose of the beautification projects is promotion of tourism and therefore Tourist Development Council funding could be used on beautification projects.

Blackmon Lawn Services has been the provider of monthly maintenance for both projects since completion. Upon completion of Phase I, monthly maintenance costs were assumed by the United Peninsula Association (UPA). Upon completion of Phase II, monthly maintenance costs were assumed by Commissioner Lynchard utilizing District 5 Recreation Funds. The Phase II proposal from Blackmon Lawn Services was approved by the BOCC in September 2014 on a month to month basis.

Since the Board action in April, monthly maintenance costs for both phases has been paid with TDC funding.

At the direction of the county administrator, the Public Works department has recently solicited three proposals for the monthly maintenance of both phases. Attached is the request for proposals and the two proposals received. A third lawn care company verbally offered a "no quote". Blackmon Lawn Care Services is the low bidder. Board action is needed to approve this proposal and authorization of contract.

Upon completion of the Navarre beautification project in 2016, and possibly in conjunction with the formal competitive bid for County Lawn and Yard services, we will solicit proposals for all three landscape projects.

**REQUEST FOR QUOTE  
HWY 98 MEDIAN LANDSCAPE MAINTENANCE SERVICE**

Notice is hereby given that the Board of County Commissioners of Santa Rosa County, Florida, will receive QUOTES from qualified contractors for HWY 98 median landscape maintenance services for the following median beautification projects within the FDOT right of way of US 98:

- Phase I – Median beautification (Avalon Blvd. to Baywoods Rd.)
- Phase II – Median beautification (Bayshore Rd. to Sanibel Ln.)

Questions concerning this quote should be directed to Tom Collins at (850)981-7151.

The Board of County Commissioners reserves the right to accept or reject any and all quotes in whole or in part, and to waive all informalities.

Santa Rosa County does not discriminate on the basis of race, color, national origin, sex, religion, age or handicapped status in employment or provision of service.

**QUALIFICATIONS OF CONTRACTORS:**

All prospective contractors must have a minimum of five (5) years' experience in servicing of grounds. All contractors must be familiar with FDOT safety protocol for working within the States right of way.

**INSPECTION OF PREMISES:**

All prospective contractors must inspect the grounds of the referenced medians in order to be fully aware of the scope of services required. Interested parties may contact Tom Collins at the Public Works Department, (850) 981-7151.

**INSURANCE REQUIREMENTS:**

Contractor shall purchase and maintain Commercial General Liability Insurance, I.S.O. Form CG 00 01, or an equivalent form acceptable to the County. Such policy shall not be endorsed to exclude contractual liability and products or completed operations. A minimum each occurrence limit of \$300,000 is required. Such policy shall name Santa Rosa County, its elected officials and employees as additional insureds.

Contractor shall purchase and maintain Business Auto Coverage, I.S.O. Form CA 00 01, written to cover all owned, hired and non-owned vehicles, using I.S.O. symbols 1: or symbols 2, 8, and 9, or an equivalent non-I.S.O. form acceptable to the County. Limit required is \$300,000 combined single limit, or split limits of 250/500/100.

Contractor shall purchase and maintain statutory Worker's Compensation Coverage.

Any policies written with non-admitted insurance companies shall have a rating of B+ or better. Certificates of insurance with 30 day cancellation clause shall be provided to the county.

Contractor agrees to indemnify, defend, and hold harmless Santa Rosa County, its agents, elected officials, and employees from any and all claims arising out of the activities of the contractor in the performance of this agreement.

**SCOPE OF WORK:**

Contract is for a period of one year, with the possibility of annual renewals.

All median maintenance work to be performed under this quote shall consist of furnishing all equipment, tools, labor, supervision, and insurance necessary to perform this contract. All work under this quote may be done during or after normal business hours and in conformance with FDOT requirements.

The following areas of each site under this quote shall be MOWED, TRIMMED, EDGED, SWEPT, and WEEDED two (2) times each month on a regular basis, other than June, July, and August, when three (3) times a month shall be required:

- Pick-up and bag trash along median prior to mowing.
- Pull and bag weeds.
- Edge / weed-eat beds and pavement edges.
- Verify sprinkler heads are functioning properly.
- Mow grass.
- Replenish mulch (once per year).
- Notify County Manager of any additional services required.

All items not covered in this quote may be negotiated between both parties.

All items covered in this quote may be amended and negotiated by both parties.

# JOHNNIE BLACKMON

Blackmon Lawn Care

3271 Massena Drive • Pensacola, Florida 32526

Telephone: (850) 341-1299 • E-Mail: johnnie.blackmon@att.net

September 29, 2015

## Proposal

Board of County Commissioners  
Tom Collins  
Santa Rosa County  
Milton, Florida

---

*(For Services Rendered)*

Cut, edge and weed eat the Median starting at Avalon Blvd to Baywoods Rd (Phase 1) for 27 cuts a year. 2 cuts a month, except for June, July and August which will be 3 Cuts. Trash Pickup, weed pulling and sprinkler functioning properly.

Cut, edge and weed eat the Median starting at Bayshore Rd. to Sanibel Ln. (Phase 2) for 27 cuts a year. 2 cuts a month, except for June, July and August which will be 3 Cuts. Trash Pickup, weed pulling and sprinkler functioning properly.

Replenish mulch once a year in both Phases.

License and insurance Provided on request.

Proposal Bid Amount.....\$14,400.00 per year

Johnnie Blackmon



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**To:** US Hwy 98 Median Landscape Maintenance  
**From:** Altman Landscaping  
Phone: 850-485-1336, Fax: 850-932-4450  
**Date:** 09/29/2015

---

## Landscaping Proposal

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**Schedule:**

During the months of June, July and August Altman Landscaping will make 3 maintenance visits per month. The remaining months we will make 2 maintenance visits per month.

**Scope of Work:**

Each visit will consist of mowing, edging, pulling and bagging weeds, weed-eat beds and pavement edges, picking up and bag trash prior to mowing. Trimming of shrubs and pruning. Check irrigation to assure that systems are working properly.

Replenish mulch once a year @ \$7.50 a bail, price may vary depending on the market price.

**Fees:**

Phase 1- Median (Avalon Blvd. to Baywoods Rd.)  
A month \$625.00

Phase 2- Median (Bayshore Rd. to Sanibel Ln.)  
A month \$675.00

# SANTA ROSA COUNTY

## DEPARTMENT OF HUMAN RESOURCES AND RISK MANAGEMENT

6495 CAROLINE STREET • SUITE I  
MILTON, FLORIDA 32570-4592  
(850) 983-1863  
FAX (850) 983-1868

DEVANN COOK  
DIRECTOR

### MEMORANDUM

To: Hunter Walker  
From: DeVann Cook *DeVann*  
Subject: Surplus Vehicle  
Date: September 30, 2015

**During the April 2014 flood, a Ford Focus belonging to the Health Department, was flooded. Because of the amount of water inside the vehicle's drive-train and electronics, it was deemed unrepairable. The surplus auction company has also declined to auction it off due to the complications with a flooded vehicle.**

**The Harold Volunteer Fire Department is interested in the vehicle, to use for extrication training purposes. This training will be for multiple departments. I recommend turning the vehicle over to the Fire Department with a Certificate of Destruction. This insures that no one can attempt to retitle the vehicle.**

cc: W. Harris  
T. Lloyd

**RESOLUTION NO. 97-44**

A RESOLUTION ESTABLISHING CERTAIN ORGANIZATIONAL PROCEDURES TO BE FOLLOWED BY THE BOARD OF COUNTY COMMISSIONERS IN THE CONDUCT OF THE BUSINESS OF SAID BOARD; PROVIDING FOR THE ELECTION OF A CHAIRMAN AND A VICE-CHAIRMAN AT A TIME CERTAIN; ESTABLISHING CERTAIN STANDING COMMITTEES; PROVIDING THAT THE CHAIRMAN OR THE VICE-CHAIRMAN IN THE ABSENCE OF THE CHAIRMAN ARE EMPOWERED TO ENACT EMERGENCY PROCLAMATIONS OF A CEREMONIAL NATURE ON BEHALF OF THE BOARD; PROVIDING FOR REGULAR MEETINGS OF THE BOARD; ESTABLISHING A REGULAR AGENDA PROCEDURE TO BE FOLLOWED BY SAID BOARD; AUTHORIZING THE CHAIRMAN OR IN HIS ABSENCE THE VICE-CHAIRMAN TO CALL SPECIAL MEETINGS OF THE BOARD OR TO CANCEL REGULAR MEETINGS; ESTABLISHING PROCEDURES TO ENSURE THE PRESERVATION OF BOARD MINUTES AND PUBLICATION OF NOTICE OF BOARD MEETINGS; APPEALING AND REPLACING RESOLUTION 81-15.

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

1. The following organizational procedures will be followed by the Board of County Commissioners of Santa Rosa County, Florida, in the conduct of business of said Board.

2. The Board shall reorganize and elect a Chairman and a Vice-Chairman at an organizational meeting to be held on the third Tuesday of each November, provided, however, that in a non election year said reorganization shall take place at a meeting held in November; and the commissioners so elected shall take office immediately upon election and serve for a period of one year.

3. The following standing committees are hereby created:

PUBLIC SERVICES

ADMINISTRATIVE

PUBLIC WORKS

ECONOMIC DEVELOPMENT

BUDGET AND FINANCE

4. All other committees shall be created by the Chairman with the approval of the Board. By the next regular meeting following election the Chairman shall designate which commissioners shall serve on each committee. Each commissioner shall serve as the Chairman of at least one standing committee and as a member of at least one standing committee.

5. The Chairman or in his absence the Vice-Chairman are empowered to draft emergency proclamations for ceremonial purposes between official meetings of the Board.

6. The second and the fourth Thursday are hereby designated as the official meeting dates each month for regular meetings of the Board. Said meetings shall be held in the County Courthouse in Milton at 8:30 a.m. unless said time and place are otherwise changed by the Board with notice published of said changes.

7. Committee meetings shall be scheduled as determined by the Board of County Commissioners.

8. The Board shall follow the following procedure in establishing its agenda:

The development of the agenda for each regular and special meeting of the Board shall be the responsibility of the County Administrator. Items of business for inclusion on the agenda shall be presented to the County Administrator or designated staff personnel no later than the close of business on the second day preceding said meeting. Upon approval by the Board, items may be added to the agenda by any commissioner or appropriate staff member at the start of each commission meeting, and all items slated for consideration during said meeting shall be approved as the first order of business following opening ceremonies. Other items of business, which should come to the attention of the Board during the

course of the meeting, may be added to the agenda for immediate action with four-fifths consent of the Board.

9. The Chairman or in his absence the Vice-Chairman may cancel any regular or special meeting of the Board after notifying the press and advising the other Board members, provided that no two regular meetings in succession may be cancelled.

10. The Clerk of the Circuit Court is directed to tape and maintain the minutes of the Board and its committees, and to make the same available to the public pursuant to the requirements of law.

11. The Clerk of the Circuit Court is herewith directed to publish notice to the public of all meetings of the Board other than the regular meetings and committee of the whole meetings provided for herein.

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida, this 13 day of November 1997, by a vote of 5 yeas and 0 nays and 0 absent.

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

By *Sue Mae Hewitt*  
Chairman

ATTEST:

*Tammy Coleman*  
Deputy Clerk

## Hunter Walker

---

**From:** Hunter Walker  
**Sent:** Wednesday, October 07, 2015 9:09 AM  
**To:** Board of County Commissioners  
**Cc:** Brad Baker; Tony Gomillion; Roy Andrews; Merry Beth Andrews; Clerk's Office - Michael Burton; Emily Spencer  
**Subject:** FW: Message from "RNP002673908E4E"  
**Attachments:** 20151007085918549.pdf

Board,

Find attached scan of contract with Dr. Kim Landry for Medical Director Services which expired September 30th and is in need of renewal. Dr. Landry has performed these services for the county since 2007 at same rate and is requesting increase in compensation from current \$80,000 to \$82,400 due to increased cost in professional licensure, medical malpractice insurance, and required educational fees. The 2015-2016 budget for the Emergency Communications Center includes the \$82,400 for medical director services. With your permission I will add this to Thursday agenda for your approval. Call with questions. Hunter

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

From: Jennifer [mailto:jenniferf@santarosa.fl.gov]  
Sent: Wednesday, October 07, 2015 7:59 AM  
To: Hunter Walker <HunterW@santarosa.fl.gov>  
Subject: Message from "RNP002673908E4E"

This E-mail was sent from "RNP002673908E4E" (MP C5503).

Scan Date: 10.07.2015 08:59:18 (-0400)

## Hunter Walker

---

**From:** Brad Baker  
**Sent:** Wednesday, October 07, 2015 8:15 AM  
**To:** Tony Gomillion; Hunter Walker  
**Subject:** FW: Contract fee

FYI

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



### Stay Connected

[SantaRosa.fl.gov](http://SantaRosa.fl.gov) | BOCC Twitter  
Emergency Management Facebook

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

**From:** Kim Landry [<mailto:kim.landry@lifeguardambulance.com>]

**Sent:** Thursday, April 2, 2015 10:23 AM

**To:** Brad Baker <[BradB@santarosa.fl.gov](mailto:BradB@santarosa.fl.gov)>

**Subject:** Contract fee

Brad

I don't recall asking for an increase in my contract fee for some time now. Over the past several years, I have had an increase in my professional licensure, insurance, organizational and required educational fees. As such, I will respectfully request an increase this year of \$2,400 dollars/yr to offset my increase in cost.

Thanks

Kim Landry, M.D.  
Santa Rosa County Medical Director

---

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.

## Hunter Walker

---

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**Sent:** Wednesday, October 07, 2015 8:15 AM  
**To:** Tony Gomillion; Hunter Walker  
**Subject:** FW: Contract fee

FYI

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



### Stay Connected

[SantaRosa.fl.gov](http://SantaRosa.fl.gov) | BOCC Twitter  
Emergency Management Facebook

How is our departments customer service?  
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---

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Thanks

Kim Landry, M.D.  
Santa Rosa County Medical Director

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## AGREEMENT

**WHEREAS**, Dr. Kim Landry, MD, P.A., has agreed to serve Santa Rosa County as the medical director for the emergency management dispatch program; and

**WHEREAS**, Santa Rosa County desires to have said services provided by Dr. Landry, pursuant to this agreement;

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

1. Dr. Kim Landry, MD, P.A., is hereby retained and appointed to serve as the medical director for Santa Rosa County.
2. **Emergency Medical Services Medical Director Duties and Responsibilities**

The Medical Director shall promulgate clinical protocols, provide clinical supervision and provide appropriate quality assurance for daily operations and training pursuant to Ordinance 2007-\_\_ and pursuant to Florida Statute Ch. 401. The Medical Director shall supervise and assume direct responsibility for the clinical performance of the EMD's, First Responders, EMT's, and paramedics operating as part of the County Emergency Medical Services system. All County EMS system providers granted a COPCN or entering into an agreement with Santa Rosa County shall be required to fall under the authority of, and shall abide by, all medical protocols authorized by the County Medical Director.

The duties of the EMS Medical Director shall be as follows:

**A. EMS System Oversight and Clinical Supervision**

- 1) Provide clinical supervision to all first responders, emergency medical technicians (EMT's), paramedics, and emergency medical dispatchers (EMD's) comprising the EMS System in Santa Rosa County.
- 2) Retain ultimate authority to permit any paramedic, EMT's, or first responder to utilize advanced life support techniques, basic life support, patient assessment, or patient stabilization on scene or during transportation.
- 3) Review and update, annually, the Santa Rosa County Emergency Medical Services Plan.
- 4) Participate as a crewmember on an EMS vehicle for a minimum of four (4) hours semi-annually.
- 5) Provide two (2) hours monthly in the Emergency Management Communications Center for monitoring EMD's and configure and recommend changes to procedures and determinant levels used in the Medical Dispatch System to enhance local response.
- 6) Meet with the chief officer or a designated representative of each BLS and ALS service providers at least once quarterly.

- 7) Review and resolve medical issues that may arise from the EMS Service providers.
- 8) Commit a minimum of three hours monthly to review current issues with EMS providers and the County Emergency Services Coordinator.
- 9) Provide clinical supervision and direction to the Sheriff's Department's first response officers.
- 10) Establish and maintain a working relationship with Medical Directors of Emergency Services agencies including fire services, operating Santa Rosa County.
- 11) Report to the Florida Bureau of Emergency Medical Services any EMT or paramedic who has had their privilege to provide patient care removed by the Medical Director. Such a report of disciplinary action must include a statement and documentation of the specific acts of the disciplinary action.
- 12) Provide availability of telephone support for EMS providers during medical incidents as needed.
- 13) Provide field response or phone support, as needed, during multiple casualty incidents at the request of the primary response agency.
- 14) Support Public Facility AED Program to include prescriptions for AED equipment.
- 15) Support the agency designated by the County as lead agency for Health and Medical, Emergency Support Function 8 as described in the Comprehensive Emergency Management Plan (CEMP).
- 16) Complete an Incident Management Command System course approved by the Emergency Management Division.
- 17) Participate in local EMS Medical Advisory Board meetings.
- 18) Maintain current contact information to include telephone number, cellular phone number, pager, and e-mail address.

**B. Establish Standing Orders, Protocols and Standards of Care**

- 1) Develop and maintain medically appropriate standing orders or protocols which permit specified ALS and BLS procedures when communication cannot be established with a supervising physician or when delay in patient care would potentially threaten the life or health of the patient.
- 2) Develop and revise, when necessary, Trauma Transport Protocols for submission to the Florida Department of Health for approval. Ensure all EMT's and paramedics are trained in the use of the trauma scorecard methodologies for adult and pediatric trauma patients.
- 3) Develop and revise, when necessary, Stroke Alert Transport Protocols for the submission to the Department of Health for approval. Ensure that all EMT's and paramedics are trained in the use of the stroke assessment scorecard methodology.
- 4) Assist all appropriate agencies of the County to the greatest extent possible in the delivery of competent emergency medical care. This includes implementation of the policies established by the Emergency Management Division and/or Board of County Commissioners.
- 5) Work with emergency department directors to insure a community standard of care.

**C. Training**

3. County shall pay the Director \$80,000.00 per year, payable in twelve (12) equal payments by the 10<sup>th</sup> day of each month.

4. Either party may terminate this agreement without cause upon giving thirty (30) days written notice. Contractor will be paid for all work performed prior to termination.

5. This agreement shall commence on October 1, 2007. This agreement may be extended for additional one (1) year periods upon the agreement of both parties.

IN WITNESS THEREOF, the parties hereto have signed this agreement on the 27<sup>th</sup> day of September, 2007.

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

By: *Armo Stewart*  
Chairman

ATTEST:

*Mary M. Johnson*  
Mary M. Johnson, Clerk

Board of County Commissioners approved: Sept. 27, 2007

WITNESSES:

*Mary Beth Lee*

By: *Kim Landry*  
Dr. Kim Landry, MD, P.A.



# 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:** Erin Malbeck, Housing Program Coordinator  
**THROUGH:** Tony Gomillion, Public Services Director  
**SUBJECT:** Request for County Support for a Proposed Senior Housing Development  
**DATE:** October 1, 2015

### RECCOMENDATION:

Approval of a request from Ryan Hoover, Vice President TVC Development, Inc. for a \$20,000 county contribution from the State Housing Initiatives Partnership (SHIP) program toward development of a senior housing project and authorize the chairman to sign all related documents. Approval should be contingent upon approval by Florida Housing Finance of the developer's application for tax credit funding and evidence of development approval by the City of Milton.

### BACKGROUND:

Enclosed is a request from Ryan Hoover, Vice President, TVC Development, Inc., for \$20,000 county contribution toward development of a senior housing project. The proposed project will included 90 low income senior apartment units (original plan included 120 units) with a development cost estimate of \$14,500,000.

TVC Development will be submitting their application this October to Florida Housing Finance for their tax credit program. This is a highly competitive program, and applicants receive points for local government contribution.

Members from TVC Development have met with our SHIP Affordable Housing Advisory Committee over the past 3 years regarding the proposed development. The committee was very pleased with the proposal and made recommendation for the use of \$20,000 from our State Housing Initiatives Partnership (SHIP) funding. A summary of the development is attached.

**Animal Services**  
Dale Hamilton  
Director

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

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

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

**Emergency Management**  
Brad Baker  
Director

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

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

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

**Veterans Services**  
Karen Haworth  
Director

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



The Vestcor Companies  
3030 Hartley Road, Suite 310  
Jacksonville, FL 32257  
T 904-260-3030  
F 904-260-9031

October 1, 2015

**Ms. Erin Malbeck**

**Housing Program Coordinator**

**Santa Rosa County**

**6051 Old Bagdad Hwy, Ste. 201**

**Milton, FL 32583**

**Dear Ms. Malbeck:**

**We are applying for an allocation of Low Income Housing Tax Credits through Florida Housing Finance Corporation under RFA 2015-106. As part of the application, we are required to obtain a local government contribution. Please allow this letter to serve as our formal request for a \$20,000 loan from Santa Rosa County. Our proposed development is a 90 unit community that would serve senior citizens 55 years and older who are at or below 60% of the area median income.**

**Please do not hesitate to contact me with any questions. Thank you for your consideration.**

**Sincerely,**

A handwritten signature in black ink, appearing to read "James R. Hoover".

**James R. Hoover**

**Vice President**

**TVC Development, Inc.**

# Jacob Heights Senior Community

## Milton, FL

---

### **Owner Statements**

1. The owner hereby agrees to provide and permanently maintain the areas required for landscaping purposes and will provide a detailed statement of assurances, including covenants, agreements or other specific documents, showing ownership and a method of providing perpetual maintenance.
2. The owner hereby agrees to provide an instrument of financial security acceptable to the city manager, such as an open-end letter of credit or a bond in the amount of 110 percent of the improvements required, including streets, utilities, landscaping, etc.
3. Parking will be provided on the site so that there will be no generation of automobile parking on any street or access road. Driveways shall be constructed and/or streets shall be widened by at least the width of a parking space and/or additional parking areas shall be provided such that there will be a minimum of 1.2 parking spaces for each residential unit. We would like to request a waiver to the 2.5 parking spaces per unit due to the required tenant base which will consist of residents 55 years of age or older. Both the one and two bedroom units will be occupied by one resident or couple, a vast majority of which will own only one vehicle for transportation.
4. Areas shall be provided for the parking, loading and unloading of delivery trucks and other vehicles and for the servicing of buildings by refuse collection, fuel and other service vehicles in addition to the required automobile parking spaces. Such areas shall be adequate in size and so arranged that they may be used without blockage or interference with the use and access ways of automobile parking facilities.
5. The owner agrees to provide a landscaped separation strip at least five feet in width along all access roads on which off-street parking space is located.

6. The standards for maximum floor space, and for minimum recreational space, outdoor living space, open space and parking space shall be related to the land use intensity ratings and standards as established in FHA's Minimum Property Standards for Multifamily Housing.

### **Owner Written Explanation**

- a. Character of the proposed development :

The proposed development will be located at the southwest corner of the intersection of Chestnut Street and Dogwood Drive. It will consist of 90 senior apartments in a single three story V-shaped residential building with elevators. The unit mix will be 45 one bedroom/one bath units and 45 two bedroom/two bath units with sizes of approximately 650 sf and 900 sf for the one bedroom and two bedroom units respectively.

Construction will be wood frame with cement siding and stucco exterior with shingled roof. The building will be fully sprinklered with an emergency call system also provided in each residential unit.

An entry road off of Chestnut Street on the north leading into the covered building entrance is anticipated. There will be parking including handicap spaces provided on three sides of the building meeting the City approved requirements for senior apartments. We are requesting a modification to the parking requirement to allow a 1.2:1 ratio of parking spaces to units due to the elderly tenant base made up entirely of persons/couples 55 years of age or older with typically only one vehicle per household.

The roadways and parking areas will be designed to allow for access by emergency, delivery and service vehicles. There will be 1-2 refuse dumpsters anticipated to be in the north and or south (front) corners of the parking lot. Residents will have garbage chutes available in convenient areas on each floor with a catch rollaway container on the first floor to be emptied at least daily by the maintenance staff into the property dumpsters.

The entry off of Dogwood Drive will be attractively landscaped with a monument sign meeting the city code. Landscaping will also be provided around and along all sides of the buildings as well as the common areas including the Courtyard area.

There will be sidewalks surrounding the building providing handicap accessibility to all common area and amenities.

The proposed plan calls for setbacks of 60 feet on the north, 65 feet on the west and 45 feet on the east sides of the property with the storm water retention pond on the south. The developer intends to preserve the maximum number of trees available to further buffer the building from surrounding properties and Dogwood Drive providing a quiet atmosphere for the residents.

A number of exterior amenities will further enhance the character of the overall development including:

- Victory Garden
- Car care area
- Picnic area
- Activity Area
- Dog walk and fountain
- Putting Green, Horse shoe pit, or Shuffle Board

b. **Proposed sewage disposal facilities, water supply and storm water drainage provisions:**

We propose to tie into the City of Milton water and sewer, capacity of which has been confirmed by the city water and sewer department.

It is anticipated that storm water drainage will be handled onsite with a retention pond located on the south portion of the property, taking advantage of the general downward sloping of the topography from north to south, as shown on the attached preliminary plan.

c. Manner of financing proposed:

We propose to finance the construction of the development with a combination of conventional first mortgage financing and Low Income Tax Credits allocated in a competitive process by the Florida Housing Finance Corporation (FHFC). As a requirement to the Tax Credit Program there will be a requirement to rent the units to tenants 55 years of age or older making less than 60% of Area Median Income (AMI) with 10% to seniors making less than 35% of AMI.

- Total Development Costs - \$14,500,000
- Conventional Mortgage - \$2,900,000
- Applying for Low Income Housing Tax Credits through Florida Housing Finance Corporation - \$11,000,000

d. Present ownership of all the land included within the planned development project:

The present owner of the land is Gospel Projects, Inc.

e. Method proposed to maintain private common open areas, buildings and other facilities:

Owner at its own cost will maintain all common areas, buildings and facilities on site through its on-site maintenance staff and third party contracts for grounds, ponds and landscaping.

f. General indication of the expected schedule of development (Estimate):

- |                                  |                  |
|----------------------------------|------------------|
| • FHFC Application               | October 15, 2015 |
| • FHFC Board Approval of Funding | Spring 2016      |
| • Credit Underwriting Complete   | June 2015        |
| • Construction Start             | July 2016        |
| • Preleasing Start               | March 2017       |

# JACOB HEIGHTS AFFORDABLE SENIOR HOUSING

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Recently completed Senior Community in Jacksonville, FL



JACOB HEIGHTS  
AFFORDABLE SENIOR HOUSING

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JACOB HEIGHTS  
AFFORDABLE SENIOR HOUSING

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JACOB HEIGHTS  
AFFORDABLE SENIOR HOUSING

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JACOB HEIGHTS  
AFFORDABLE SENIOR HOUSING

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**Hunter Walker**

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**From:** Hunter Walker  
**Sent:** Thursday, October 01, 2015 8:05 AM  
**To:** Board of County Commissioners  
**Cc:** Joy Tsubooka; BOCC Dept Heads; Emily Spencer  
**Subject:** County Administrator Recruitment

Board,  
The Florida Association of County Managers (FACM) committee met yesterday in Boardroom to review the 56 applications for the county administrator position. They decided on shortlist of nine (9) candidates and I expect FACM President Vince Long will send you formal recommendation today. I have asked HR Director to contact each of these nine to verify they are interested in the position and will initiate reference and criminal background and credit checks on these candidates. Staff will develop packets for Board in advance of the October 19<sup>th</sup> Committee meeting for Board to review these nine candidates and determine who and when you want to interview the candidates. I can give the Board an update at next week's meeting because I believe Commissioner Cole is out of town from mid-October to early November and will miss October 19<sup>th</sup> and 22<sup>nd</sup> meetings. Call with questions. Hunter



# SANTA ROSA COUNTY BOARD OF COMMISSIONERS



6495 Caroline Street, Suite C  
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

**TO: EMILY SPENCER**

**FROM: ROY V. ANDREWS**

A handwritten signature in black ink, appearing to read "Roy V. Andrews".

**DATE: SEPTEMBER 10, 2015**

**SUBJECT: ADVERTISING ORDINANCE FOR PUBLIC HEARING**

The following are the heading for the advertisement of the ordinance repealing the Santa Rosa County Roadway Impact Fee Ordinance which is to be heard at the public hearing beginning at 9:30 a.m., October 8, 2015 at the Regular Meeting of the Board of County Commissioners.

**AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA, REPEALING ORDINANCE 2005-37, AS AMENDED, KNOWN AS THE SANTA ROSA COUNTY ROADWAY IMPACT FEE ORDINANCE; PROVIDING FOR CODIFICATION; AND, PROVIDING FOR AN EFFECTIVE DATE.**

ORDINANCE NO. 2015 - \_\_\_\_

AN ORDINANCE OF SANTA ROSA COUNTY, FLORIDA,  
REPEALING ORDINANCE 2005-37, AS AMENDED,  
KNOWN AS THE SANTA ROSA COUNTY ROADWAY  
IMPACT FEE ORDINANCE; PROVIDING FOR  
CODIFICATION; AND, PROVIDING FOR AN EFFECTIVE  
DATE.

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

SECTION 1. Santa Rosa County Ordinance 2005-37, as amended, known as the Santa  
Rosa County Roadway Impact Fee Ordinance as amended is hereby repealed.

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

SECTION 3. EFFECTIVE DATE. This Ordinance shall take effect upon the 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: \_\_\_\_\_  
Chairman

ATTEST:

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

I, Donald C. Spencer, Clerk of Court of Santa Rosa County, Florida, do hereby certify  
that the same was adopted and filed of record and sent electronically to the Secretary of the State  
of Florida, on this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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



# SANTA ROSA COUNTY ENGINEERING

SANTA ROSA COUNTY, FLORIDA

6051 OLD BAGDAD HWY., STE. 300

MILTON, FLORIDA 32583

www.santarosa.fl.gov

Preliminary  
Engineers Report  
October 5, 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 October 8, 2015 at 9:00 a.m. in Milton, Florida.

1. Discussion of CEI services for C.R. 184A Berryhill Road Mill and Resurfacing project. (Attachment A)
2. Discussion of donation of surplus equipment from the Environmental Department to Locklin Technical Center. (Attachment B)
3. Recommend approval of Final Plat for Ashley Plantation Phase Five, an 18 lot subdivision, a portion of Section 25, Township 2 North, Range 30 West, Santa Rosa County, Florida. (District 3) (Attachment C)

Location: 2-1/2 miles, more or less, Northwest on Quintette Road from Five Points, South and East on Alderbrook Boulevard, South on Granite Springs Drive.

4. Recommend approval of Final Plat for Cottonwood Subdivision Third Addition, a 13 lot subdivision, a portion of Section 30, Township 2 North, Range 28 West, Santa Rosa County, Florida. (District 3) (Attachment D)

Location: North on Anderson Land from Berryhill Road, property on the East side of Anderson Lane.



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

**MEMO**

TO: Michael Schmidt

FROM: Chris Phillips *CP*

DATE: September 23, 2015

RE: CR184A Berryhill Road Mill and Resurface CEI

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We received Letters of Response on September 15, 2015 for the referenced project. These letters are a request for CEI Services in order to provide inspections and compliance in accordance with Federal Highway and FDOT/LAP requirements.

This project is funded through the FDOT LAP Program.

The Letters of Response submittals were received and ranked in the following order by staff in compliance with FDOT/FHWA procedures:

1. AECOM
2. DRMP, Inc.
3. Volkert

Federal guidelines require contract negotiations with the #1 ranked firm as listed above.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**CONFLICT OF INTEREST CERTIFICATION  
SELECTION COMMITTEE**

375-030-50  
PROCUREMENT  
01/12

I certify that I have no present conflict of interest on the projects identified below, and that I will recuse myself from any capacity of decision making, approval, disapproval, or recommendation of any consultant/contractor/vendor for selection on any contract if I have a conflict of interest or a potential conflict of interest. As set forth in Sections 112.313 and 334.193, Florida Statutes, employees of the Department may not have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activity; or accept any obligation of any kind which is in conflict with the proper conduct of their duties in the public interest.

I recognize that employees are expected to honor the ethical obligations inherent in public service. These obligations go beyond mere legal obligations and demand from the employee a greater sensitivity to his or her conduct, as well as the public's perception of such conduct.

Employees are expected to safeguard their ability to make objective, fair, and impartial decisions, and therefore may not accept benefits of any sort under circumstances in which it could be inferred by a reasonable observer that the benefit was intended to influence a pending or future decision of theirs, or to reward a past decision. Employees should avoid any conduct (whether in the context of business, financial, or social relationships) which might undermine the public trust, whether or not that conduct is unethical or lends itself to the appearance of ethical impropriety.

I realize that violation of the above mentioned statutes would be punishable in accordance with Section 112.317 or Section 334.193, Florida Statutes, and could result in disciplinary action by the Department.

Project Description(s): CR 184A Berryhill Road (418652-2-68-01)

Project includes the milling and resurfacing of approximately 3 miles of Berryhill Road between Ashmore Place and the Pond Creek Bridge. CEI services will include inspection, RCS, and other such requirements in accordance with FDOT/FHWA/LAP requirements.

Selection Committee Members:

Each undersigned individual hereby attests that he/she has no conflicts of interest related to the procurement(s) identified above, or the entities evaluated or selected for the project(s).

Date: 9/23/2015

Printed Names

Michael Schmidt

Marc Bonifay

Chris Phillips

Signatures

Michael Schmidt

Marc Bonifay

Chris Phillips

**CEI SERVICES  
EVALUATION CRITERIA  
CR184A - BERRYHILL ROAD MILL AND RESURFACE**

Names of Firms

Evaluation Factors	Points Available	AECOM	DRMP	VOLKERT
Understanding of Request and inclusion of all required documentation	20	20	20	18
Ability to devote the needed time and staff resources to the project based on current workload to commence services and complete services within time parameters	20	18	18	18
Demonstration of project specific knowledge or unique qualifications of proposed consultant staff to effectively administer the project.	20	19	18	19
Successful experience in public sector and/or LAP funded projects. Provide 3 examples.	20	20	20	20
Firm's QA/QC procedures (record keeping, material testing for acceptance, QC inspection of the work, communication)	10	10	10	10
Firm's reputation and competence including technical education, training, timeliness, cost control and quality of work. Provide 3 reference letters regarding 3 different projects	10	10	10	9
<b>TOTAL POINTS:</b>	<b>100</b>	<b>97</b>	<b>96</b>	<b>94</b>

**DIRECTIONS:** Score each firm in each category. In the event of a tie for 1st or 2nd place, there will be another scoring round using only the two tied firms to determine their final ranking.

Point Spread (score can be between ranges below)

20 Point scale: 20 = Perfect 15 = Good 10 = Missing key elements

10 Point scale: 10 = Perfect 7 = Good 5 = Missing key elements

Evaluator's Name: MICHAEL SCHMIDT  
 Signature: *Michael Schmidt*  
 Time spent reviewing submittals: 1.5 hrs  
 Date: 9/23/2015

**CEI SERVICES  
EVALUATION CRITERIA  
CR184A - BERRYHILL ROAD MILL AND RESURFACE**

Names of Firms

Evaluation Factors	Points Available	AECOM	DRMP	VOLKERT
Understanding of Request and inclusion of all required documentation	20	20	20	18
Ability to devote the needed time and staff resources to the project based on current workload to commence services and complete services within time parameters	20	19	19	19
Demonstration of project specific knowledge or unique qualifications of proposed consultant staff to effectively administer the project.	20	20	20	18
Successful experience in public sector and/or LAP funded projects. Provide 3 examples.	20	20	20	20
Firm's QA/QC procedures (record keeping, material testing for acceptance, QC inspection of the work, communication)	10	9	9	8
Firm's reputation and competence including technical education, training, timeliness, cost control and quality of work. Provide 3 reference letters regarding 3 different projects	10	10	9	7
<b>TOTAL POINTS:</b>	<b>100</b>	<b>98</b>	<b>97</b>	<b>90</b>

**DIRECTIONS:** Score each firm in each category. In the event of a tie for 1st or 2nd place, there will be another scoring round using only the two tied firms to determine their final ranking.

Point Spread (score can be between ranges below)

20 Point scale: 20 = Perfect 15 = Good 10 = Missing key elements

10 Point scale: 10 = Perfect 7 = Good 5 = Missing key elements

Evaluator's Name: CHRIS PHILLIPS  
 Signature: *Chris Phillips*  
 Time spent reviewing submittals: 2 hrs  
 Date: 9/23/15

**CEI SERVICES  
EVALUATION CRITERIA  
CR184A - BERRYHILL ROAD MILL AND RESURFACE**

Names of Firms

Evaluation Factors	Points Available	Names of Firms		
		AECOM	DRMP	VOLKERT
Understanding of Request and inclusion of all required documentation	20	18	19	14
Ability to devote the needed time and staff resources to the project based on current workload to commence services and complete services within time parameters	20	16	18	15
Demonstration of project specific knowledge or unique qualifications of proposed consultant staff to effectively administer the project.	20	19	19	19
Successful experience in public sector and/or LAP funded projects. Provide 3 examples.	20	18	19	19
Firm's QA/QC procedures (record keeping, material testing for acceptance, QC inspection of the work, communication)	10	9	9	9
Firm's reputation and competence including technical education, training, timeliness, cost control and quality of work. Provide 3 reference letters regarding 3 different projects	10	8	8	9
<b>TOTAL POINTS:</b>	<b>100</b>	<b>88</b>	<b>92</b>	<b>85</b>

**DIRECTIONS:** Score each firm in each category. In the event of a tie for 1st or 2nd place, there will be another scoring round using only the two tied firms to determine their final ranking.

Point Spread (score can be between ranges below)

20 Point scale: 20 = Perfect 15 = Good 10 = Missing key elements

10 Point scale: 10 = Perfect 7 = Good 5 = Missing key elements

Evaluator's Name: Marc Bonifay  
 Signature: *Marc Bonifay*  
 Time spent reviewing submittals: 2 hrs  
 Date: 9/23/15



**SANTA ROSA COUNTY ENGINEERING  
ENVIRONMENTAL DEPARTMENT**  
6075 Old Bagdad Highway  
Milton, FL 32583  
www.santarosa.fl.gov

2  
Roger A. Blaylock, P.E.  
County Engineer

Ronald C. Hixson  
Environmental Manager

## Memo

**To:** Hunter Walker, County Administrator

**From:** Ronald Hixson, Environmental Manager

**Thru:** Roger Blaylock, P.E., County Engineer

**Date:** August 13, 2015

**Re:** SURPLUS EQUIPMENT DONATION TO LOCKLIN TECHNICAL CENTER

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### Situation:

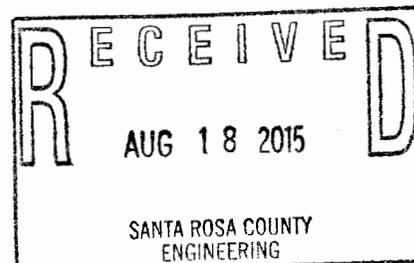
The Environmental Department has two (2) diesel engines that are to be surplused in the near future. One of the engines is from a non functioning trash pump inventory number 12661, and the other is from the dilapidated incinerator at the Central Landfill which is scheduled to be decommissioned by the end of 2015 or the beginning of 2016.

### Finding:

Lockland Technical Center is in need of diesel engines to use as a tool for training in their diesel mechanic training program. Both of the engines have surpassed their useful life, are currently both in disrepair, and hold no commercial value other than scrapping. Lockland Technical Center would be responsible for removing and transporting of the engines from the Central Landfill to their location.

### Recommendation:

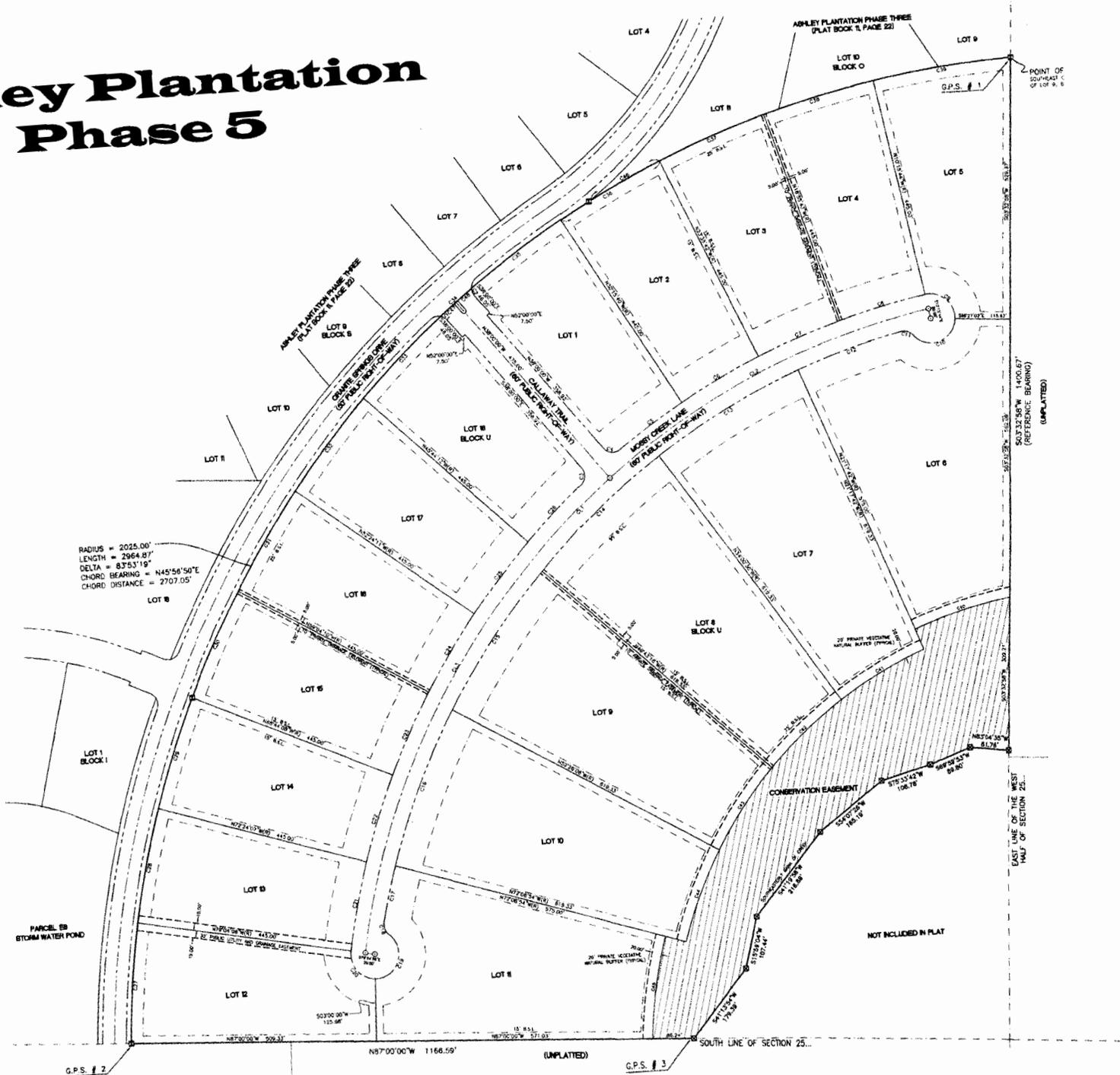
That the County Administrator approve the two (2) diesel engines (inventory number 12661, incinerator engine) to be donated to Lockland Technical Center for use in the diesel mechanic training program.





**ASHLEY PLANTATION  
PHASE 5**

# Ashley Plantation Phase 5



RADIUS = 2025.00'  
 LENGTH = 2064.81'  
 DELTA = 83°53'19"  
 CHORD BEARING = N45°58'50"E  
 CHORD DISTANCE = 2707.05'

PARCEL EB  
 BITCHAM WATER POND

NOT INCLUDED IN PLAT

G.P.S. # 2

N87°00'00"W 1166.59'

(UNPLATTED)

G.P.S. # 3

SOUTH LINE OF SECTION 25...

S02°32'58"W 1430.67'  
 (REFERENCE BEARING)  
 (UNPLATTED)

EAST LINE OF SECTION 25...  
 (UNPLATTED)

POINT OF SOUTHEAST CORNER OF LOT 9, 8'



**COTTONWOOD  
THIRD ADDITION**







# Public Services Committee

**Chaired by:**  
J. Williamson and Lynchard

**Meeting:**  
October 5, 2015, 9:00 A.M.

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## AGENDA

### Development Services

1. Discussion of approval of the HHRP mortgage subordination agreement for the property located at 4325 Chalet Circle, Pace. Agreement is consistent with Board policy.
2. Discussion of approval of the HOME Interlocal Agreement with Escambia County, which is consistent with the previously approved housing plan and authorization to execute all relevant documents.
3. Discussion of a request to work with Gulf Coast Energy Network to develop and submit a competitive application for free training provided by Smart Growth America.
4. Discussion of a floodplain variance request for 5268 Farwell Way, Milton, made by Anthony Zackowski.

### Emergency Management

5. Discussion of the approval of Citizen Corp grant agreement in the amount of \$11,700.00 with Florida Division of Emergency Management and authorization to execute all relevant documentations. There is no matching requirement.
6. Discussion of the updated Federal requirements for cost re-imbursement. (Information only).



# 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:** Erin Malbeck, Housing Program Coordinator  
**THROUGH:** Tony Gomillion, Public Services Director  
**SUBJECT:** Hurricane Housing Recovery Program (HHRP)  
Second Mortgage Subordination Request  
4325 Chalet Circle, Pace, FL 32571  
13-1N-29-4923-00D00-0120  
**DATE:** September 17, 2015

## RECOMMENDATION:

Board approval of the request submitted on behalf of homeowner to execute a subordination agreement to be recorded in connection with a refinance of the first mortgage in the approximate amount of \$97,200.00

## BACKGROUND:

HHRP Second Mortgage: \$25,000.00  
Recorded: 7/5/2006  
Purpose: HHRP Home Purchase Assistance

Proposal is to reduce the annual interest rate on the first mortgage from 5.75% to 4.5%

Current monthly principal and interest: \$539.47  
Proposed monthly principal and interest: \$492.50

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

**Animal Services**  
Dale Hamilton  
Director

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

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

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

**Emergency Management**  
Brad Baker  
Director

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

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

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

**Veterans Services**  
Karen Haworth  
Director

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

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



# Department of Public Services

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**Tony Gomillion, Director**

## MEMORANDUM

**TO:** Board of County Commissioners  
**FROM:** Erin Malbeck, Housing Program Coordinator  
**THROUGH:** Tony Gomillion, Public Services Director  
**SUBJECT:** 2015 Escambia Consortium HOME Grant M-11DC-12-0225  
**DATE:** September 14, 2015

### RECOMMENDATION:

Approval of the HOME Interlocal Agreement with an effective date of October 1, 2015, between Escambia County and Santa Rosa County and authorization for the Chairman to execute all documentation in connection with the agreement.

### BACKGROUND:

The Escambia Consortium is comprised of Escambia County, the City of Pensacola, Santa Rosa County and the City of Milton. HUD has approved the Plan covering the 2015-2016 year. This Interlocal Agreement provides the authority and concurrent responsibility to implement Homebuyer Assistance activities and Demolition/Reconstruction activities utilizing HUD HOME funds.

### Santa Rosa County Activities:

Homebuyer Assistance	\$85,520
Substantial Rehabilitation/Reconstruction	\$80,000
Program Administration	\$15,523

**Animal Services**  
Dale Hamilton  
Director

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Milton, FL 32583  
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**Building Inspections & Code Compliance**  
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Tony Gomillion, Director

## **MEMORANDUM**

**TO:** Board of County Commissioners

**FROM:** Beckie Cato, Director of Community Planning, Zoning & Development

**DATE:** September 28, 2015

**RE:** Discuss Request to Partner with Gulf Coast Energy Network for Submittal of a Competitive Application for Free Technical Assistant Provided by Smart Growth America

## **RECOMMENDATION:**

That the board discuss a request to work with Gulf Coast Energy Network to develop and submit a competitive application for free training provided by Smart Growth America.

## **BACKGROUND:**

Smart Growth America (SGA) is a national organization based in Washington D.C. that is "dedicated to researching, advocating for and leading coalitions to bring smart growth practices to more communities nationwide." As part of their program, they offer technical assistance to local governments on a variety of topics. The costs for those workshops typically range from \$7,500 to \$15,000; however, they are offering free workshops in 2016 through a competitive application process.

Dave Robau, Executive Director for the Gulf Coast Energy Network, has offered to partner with the County in submitting an application. SGA offers 12 workshop topics ranging from "smart growth zoning codes" to "regional planning for smart communities." After reviewing the available topics, we recommend apply for the "Complete Streets" workshop (summary attached).

Eligible applicants are local governments, Indian tribes, and regional governments. Applications are due October 21<sup>st</sup> and must be accompanied by a letter of commitment from local elected leaders to "implement any local initiatives that result from the smart growth technical assistance offered" (draft letter attached).

## **NEXT STEPS:**

If approved, staff will work with Mr. Robau to complete the online application for submittal prior to October 21<sup>st</sup>.

**Animal Services**  
Dale Hamilton  
Director

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Milton, FL 32583  
(850) 983-4680

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(850) 981-7155

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



**Smart Growth America**  
Making Neighborhoods Great Together

## Topic: Complete Streets Workshops

**Provider: Smart Growth America and the National Complete Streets Coalition**

### **Summary:**

Complete Streets policies ensure that all future street projects respond to the needs of everyone using the roadway. These Workshops help communities set new priorities for transportation investments, write a policy and tackle implementation challenges. Three distinct workshops, each one-day long, meet the needs of communities at different stages of Complete Streets familiarity:

**1. Laying the Foundation for Complete Streets** introduces the complete streets concept and its benefits, and gives participants a chance to try out some Complete Streets planning tools during small group exercises.

**2. Policy Development** helps participants start to develop a policy customized to their community. Through small group exercises, participants compare existing practice to Complete Streets policy models, identifying the critical elements to include in a new policy.

**3. Policy Implementation** helps participants identify ways to more effectively implement their policies. Participants learn how to change their transportation decision-making process to routinely balance the needs of all users. They also learn the four steps to Complete Streets implementation and best practices in tackling issues such as limited right of way, costs concerns, balancing user needs, and new street classification systems.

### **Description:**

Each workshop builds local capacity to implement Complete Streets and smart growth approaches and strengthens relationships between transportation practitioners, community stakeholders, and elected officials. The highly interactive daylong workshops typically help 20-30 targeted decision makers, community stakeholders, and agency professionals learn how to more effectively balance the needs of all users and routinely create and maintain Complete Streets. Two expert instructors— one with policy expertise, the other with design experience— are selected from a pool of nationally-recognized practitioners trained to provide these Workshops, providing scheduling flexibility and an array of experiences to best meet each community's needs.

At the end of each workshop, the instructors help attendees develop clear, appropriate, and strategic next steps based on the community's opportunities and strengths. These steps help build the local technical and political capacity to implement change over the long term. Several weeks later, one instructor and the Coalition's State and Local Policy Manager hold a follow-up call with 3-5 key decision makers from the workshop to progress and provide assistance and resources to maintain momentum.



*Assistance provided with grant support from US EPA's Office of Sustainable Communities under their Building Blocks for Sustainable Communities Program.*



# 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

September 29, 2015

Smart Growth America  
1707 L St. NW, Suite 250  
Washington, DC 20036

To whom it may concern:

Santa Rosa County is committed to ongoing policy improvements related to our transportation network that are responsive to the needs of our community.

We are a fast-growing community in Northwest Florida with a population of more than 150,000 people. Geographically large with several distinct communities, the county has seen an increase in demand for multi-modal transportation infrastructure in some areas and our elected leadership is interested in exploring policy options to meet the needs of all users.

We appreciate the opportunity to learn more about Complete Streets through your technical assistance program and are committed to implement policy recommendations that are appropriate for our community.

Sincerely,

Don Salter, Chairman  
Santa Rosa County  
Board of County Commissioners

# 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  
**THRU:** Tony Gomillion, Public Services Director  
**FROM:** Rhonda Royals, Building Official  
**SUBJECT:** Floodplain Variance Request – Anthony Zackowski  
**DATE:** September 28, 2015

## **DISCUSSION**

Mr. Anthony Zackowski, executor of his father's estate, is seeking a flood variance on a home currently under construction located at 5628 Farrell Way, Milton, FL. If granted, this variance would only vary our local "freeboard" or higher regulatory requirement and not the minimum requirement listed on the Federal Insurance Rate Maps (FIRM).

## **BACKGROUND**

Mr. Zackowski's property lies within an AE flood zone where land areas are subject to a 1 percent or greater chance of flooding in any given year. The required flood elevation at this location is 9 feet above mean sea level (6 ft. FIRM base flood elevation plus our local 3 ft. freeboard requirement). However, the "under construction" elevation certificate our office has received indicates the following elevations:

- Top of bottom floor (habitable living area) 6.95 feet
- Attached garage (top of slab) 6.70 feet
- Lowest adjacent grade next to building 5.73 feet

Based on these elevations, the home is 2.05 ft. too low. The plans indicate the proposed finished floor will be approximately 3 ft. above existing grade and the flood plain development permit signed by Anthony's father, Mr. Steven Zackowski, lists the required elevation at 9 ft. above mean sea level.

If approved, the applicant will be required to record the flood variance with the Clerk of Courts in order to advise future owners of potentially higher flood insurance rates.

**Animal Services**  
Dale Hamilton  
Director

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

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

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

**Emergency Management**  
Brad Baker  
Director

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

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

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

**Veterans Services**  
Karen Haworth  
Director

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

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

Rhonda C. Royals, CBO  
Santa Rosa County Development Services  
6051 Old Bagdad Hwy, Room 202  
Milton, FL 32583

September 23, 2015

RE: Variance to Santa Rosa County Floodplain Management Ordinance (Freeboard)  
2013-5151  
5628 Farrell Way, Milton, FL 32583  
Parcel ID 23-1S-28-0003-00H00-0080

Mrs. Royals:

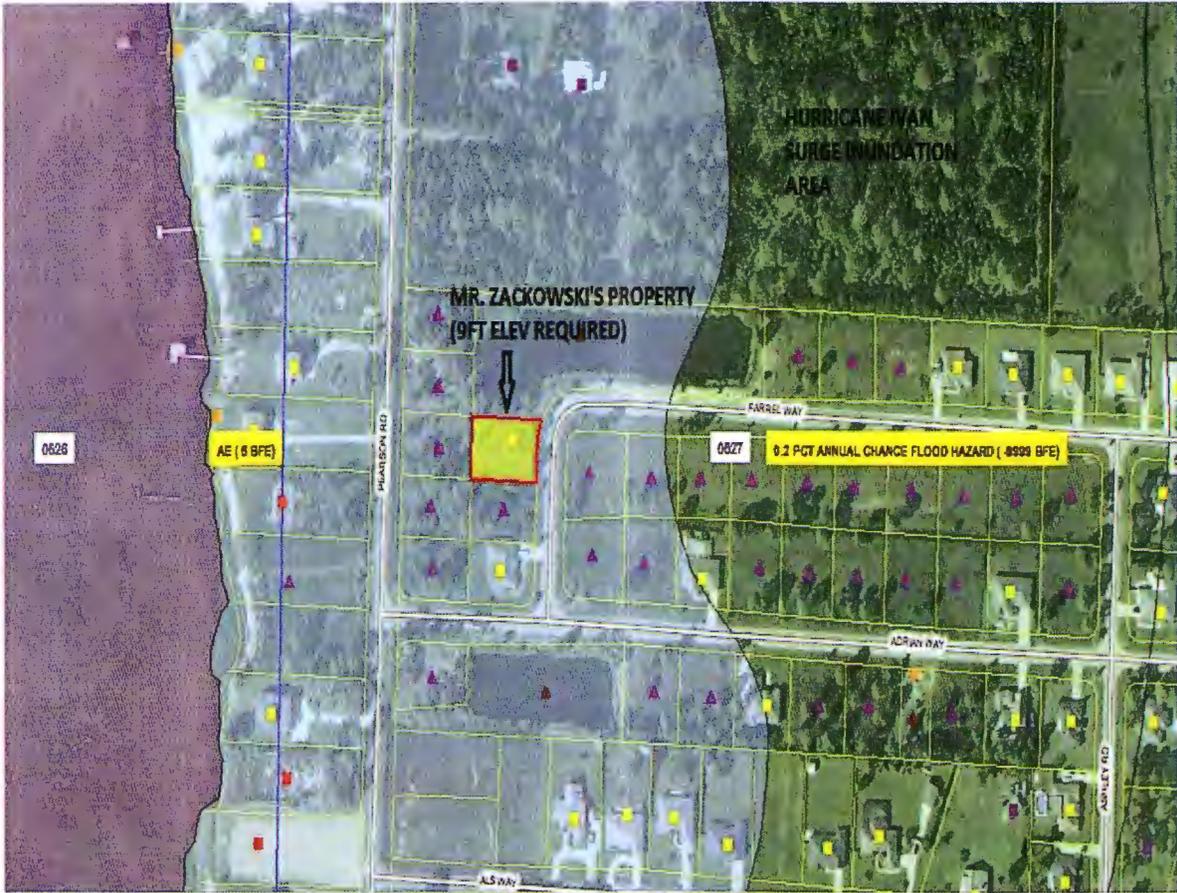
I am requesting a variance to the three foot freeboard requirement of the Santa Rosa County Land Development Code Article 10.03.02A. As you are aware, my father, Stephen Zackowski is deceased. Unfortunately, he made an error when constructing the structure listed above and it is below the required elevation. According to the elevation certificate on file, the structure is at an elevation of 6.95 feet (house level) and 6.70 feet (garage level).

I understand that this structure may have higher flood insurance rates by granting of this variance. However, in order to sell or finish the structure, I must obtain this variance.

Sincerely, 

Anthony S. Zackowski  
Estate Administrator

CC: Karen Thornhill, Floodplain Manager



FRONT VIEW 5/22/15



# 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:** Santa Rosa County Board of County Commissioners

**From:** Brad Baker, Director, Emergency Management

**Through:** Tony Gomillion, Director, Public Services

**Re:** Citizen Corps Program Awards

**Date:** October 8, 2015

## RECOMMENDATION

Recommend that the Board of County Commissioners approve grant agreements with the State of Florida, Division of Emergency Management reference FY2015, Federal Grant No. EMW-2015-EP-00033-S01, and authorize signature of all related documentation. Santa Rosa County would accept funding in the total amount of eleven thousand seven hundred dollars (\$11,700). There is no match requirement.

## BACKGROUND

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

## COMPLETION

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

**Animal Services**  
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

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**Veterans Services**  
Karen Haworth  
Director

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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: Super Circular Compliancy  
Date: October 5, 2015

### Information Item Only

Representatives from Emergency Management, Budget, and Grants staff recently participated in training related to procurement and other accounting practices related to indirect cost reimbursement. Emergency Management staff has notified State and Federal officials that Santa Rosa County will utilize the 1 year waiver (until July 2016) in order that the Counties plan can be fully vetted for compliance with this Federal requirement for cost reimbursement.

### Background

#### **Emergency Management as Sub-Recipient of Grant Funding**

The purpose of the ongoing process is to determine whether Santa Rosa County complies with the "Super Circular" requirements that became effective July 1, 2015. An additional one year waiver has afforded counties the opportunity to determine whether our local procurement policy conforms to the procurement standards adopted in 2 C.F.R. Part 200 "Super Circular." Our policy may already conform to these standards; however, any changes must be made prior to agreements issued in 2016 including any Indirect Cost Plan that is deemed necessary. All changes including the one year waiver and Indirect Cost Plans must be documented within our internal procurement policies.

### Completion

Division of Emergency Management (DEM) staff will monitor process through completion.

**Animal Services**  
Dale Hamilton  
Director

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

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

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

# Entities With No Indirect Cost Rate

- **.331-5 Indirect Cost Rates and Entities Who Do Not Have Indirect Costs** 2 CFR 200.210(a)(15), 2 CFR 200.331(a)(1)(xiii) and (a)(4) all make reference to indirect cost rates as a requirement for recipients and subrecipients. Not all entities charge indirect cost rates. Will they now be forced to establish such rates?
  - No. Non-Federal entities that are able to allocate and charge 100% of their costs directly may continue to do so. Claiming reimbursement for indirect costs is never mandatory; a non-Federal entity may conclude that the amount it would recover thereby would be immaterial and not worth the effort needed to obtain it.



**FEMA**

# Indirect Cost Rates - Subrecipients

- As noted above, a pass-through entity making a sub-award must permit the sub-recipient to apply an indirect cost rate to the sub-award funds. For sub-recipients that have a federally recognized indirect cost rate negotiated with the federal government (a federally negotiated indirect cost rate or FNICR), the pass-through entity must recognize that rate.
- Non-federal entities that have FNICRs may apply for a one-time extension of a current rate for up to four year.



**FEMA**

# Procurement

- **.110-6 Effective Dates and Grace Period for Procurement**
- **Will the Federal government provide a grace period after the effective date for non-Federal entities to comply with the procurement standards in the Uniform Guidance?**
  - Yes, for one full fiscal year after the effective date of the Uniform Guidance. In general non-Federal entities must comply with the terms and conditions of their Federal award, which will specify whether the Uniform Guidance applies. However, in light of the new procurement standards, for procurement policies and procedures, for the non-Federal entity's first full fiscal year that begins on or after December 26, 2014, the non-Federal entity must document whether it is in compliance with the old or new standard, and must meet the documented standard.
  - For example, the first full fiscal year for a non-Federal entity with a June 30th year end would be the year ending June 30, 2016. The Single Audit Compliance Supplement will instruct auditors to review procurement policies and procedures based on the documented standard. For future fiscal years, all non-Federal entities will be required to comply fully with the uniform guidance.



**FEMA**

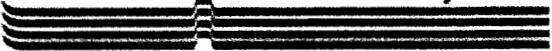
AGENDA  
PUBLIC WORKS COMMITTEE

October 5, 2015

Chairman: Commissioner Cole

Vice Chairman: Commissioner Rob Williamson

1. Discussion of first allowable annual renewal of the contract with Osburn Associates, Inc. for signs and reflective materials at current pricing.
2. Discussion of second allowable annual renewal of the contract with UniFirst Corporation for employee uniform services at current pricing.
3. Discussion of first allowable annual renewal of the contract with Coastline Striping, Inc. at current pricing.
4. Discussion of request from Charles and Mary Kort, 4822 Kitty Hawk Circle, for a "Letter of No Objection" for an encroachment of their existing swimming pool into the platted drainage easement along the rear of their property.

**Osburn Associates, Inc.**  
  
A Manufacturing Company

September 18, 2015

Hunter Walker  
County Administrator  
Santa Rosa County Admin Offices  
6495 Caroline Street, Suite M  
Milton, FL 32570-4592

Re: Extension of Contract for Signs and Reflective Materials

Dear Mr Walker,

We at Osburn Associates Inc. would like to extend our contract to supply Signs and Reflective Material to Santa Rosa County. We will continue to supply these materials with the same terms and conditions as the previous term. Please let me know if you require anything further from us.

Should you have any questions regarding this matter, please contact me at 800-523-8917.

Sincerely,



Steven C Gustin  
Sales Manager



**UniFirst Corporation**  
5237 Halls Mill Rd., Building Q  
Mobile, AL 36619  
Phone: 251-660-5083  
Fax: 251-661-0218

Date: 9-18-15

Dear Mr. Collins,

We would like to extend the current agreement we have with Santa Rosa County the pricing and terms will remain same. If you have any questions please feel free to contact us at the phone number listed above.

Sincerely,

A handwritten signature in black ink, appearing to read "J W Green".

Jason Green

Branch Manager

3

**Coastline Striping, Inc.**  
**8840 Fowler Avenue**  
**Pensacola, FL 32534**  
**850-477-4484 (office) 850-477-4481 (fax)**

Santa Rosa County Procurement Department  
6495 Caroline Street, Suite G  
Milton, FL 32570

Attn: Tom Collins

RE: Striping Contract Extension

Mr. Collins,

This is a formal request to exercise our 1<sup>st</sup> option year of the County Striping Contract with no pricing change.

Thank You,

Brad Dunn  
General Manager  
Coastline Striping, Inc.  
904-599-5485 (cell)  
bdunn@ecstriping.com

Odom and Barlow, P.A.

6921 Navarre Parkway

Navarre, FL 32566

Santa Rosa County

Ref: 4822 Kitty Hawk Circle  
Gulf Breeze, FL 32563  
Charles F. Kort and Mary L. Kort

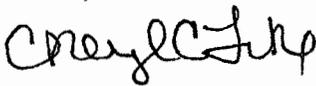
To Whom It May Concern:

In August of 1994 Charles F. Kort and Mary L. Kort purchased their home at 4822 Kitty Hawk Circle, Gulf Breeze, FL

In 1995 they had a swimming pool installed. The pool installation, once installed had an approximately four (4) foot encroachment into the Twenty (20) foot drainage easement that runs across the back of their property. The majority of the encroachment is the concrete decking around the pool with a few inches of the pool itself into the easement.

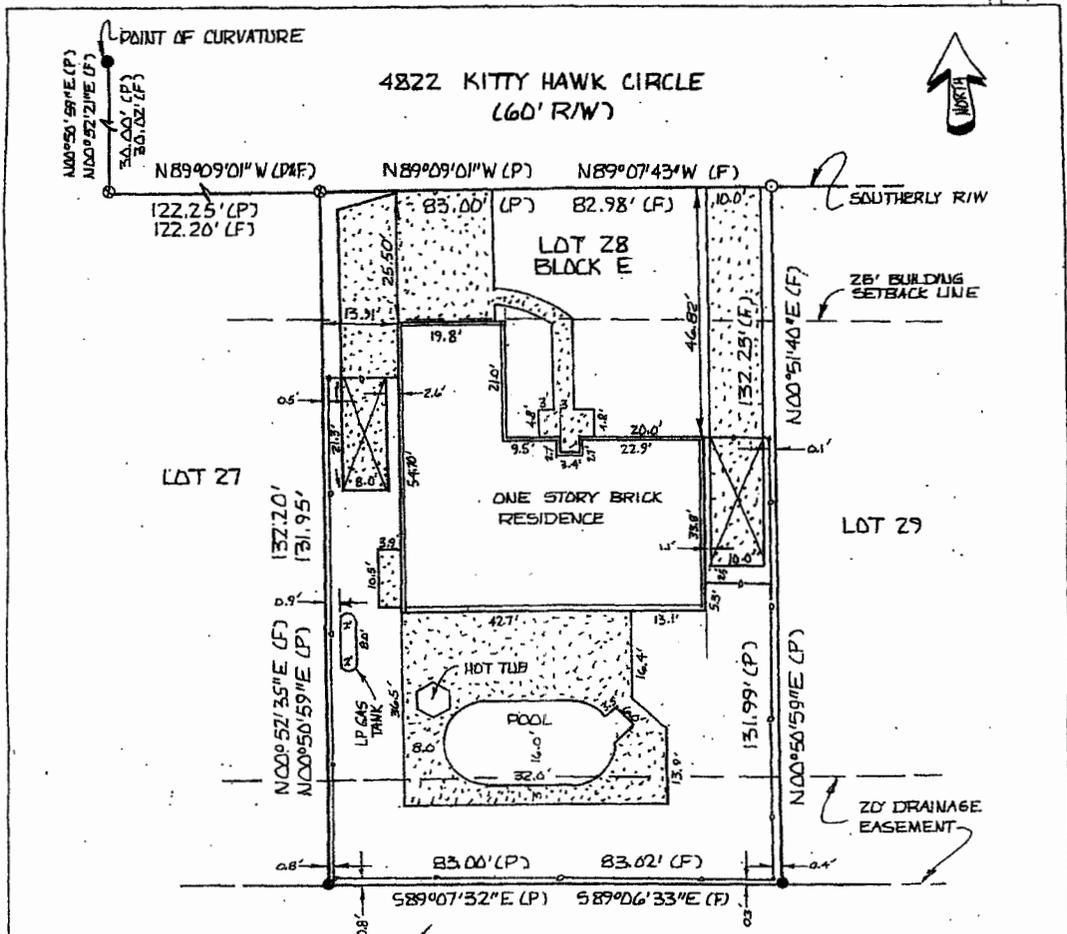
The Korts are in the process of selling their home and moving into a smaller home in this county. They are requesting a letter of "No Objection" from Santa Rosa County so they can proceed with the sale.

Thank you!



Cheryl C. Fike  
Closing Agent  
Odom and Barlow, P.A.  
6921 Navarre Parkway  
Navarre, FL 32566

850-939-9222 (Telephone)  
Email: Cheryl@obclosers.com



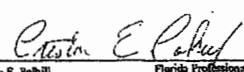
5A-53964

CERTIFIED TO:  
 CHARLES F. KORT AND MARY L. KORT  
 AMSOUTH BANK  
 LAWYERS TITLE AGENCY OF NORTH FLORIDA, INC.  
 LAWYERS TITLE INSURANCE COMPANY

LEGEND

- ⊙... EXISTING 6" IN CONCRETE
- ... EXISTING 1/2" CAPPED IRON ROD (4153)
- ... EXISTING 1/2" CAPPED IRON ROD (6112)
- P... PLAT
- F... FIELD
- R/W... RIGHT OF WAY

All distances and directions are per plat or deed and were field verified unless otherwise noted.  
 Lands shown hereon were not abstracted for assessments and/or rights-of-way of record, AND underground portion of foundations, footings, or any other underground structures were not located unless otherwise noted.

DESCRIPTION: Lot(s) <u>28</u> Block <u>E</u> <u>LIVE OAK SUBDIVISION UNIT NO. 2</u>									
being a portion of Section <u>26</u> Township <u>2-SOUTH</u> Range <u>28</u> West <u>SANTA ROSA</u> County, Florida according to Plat recorded in <u>PLAT</u> Book <u>F</u> Page <u>65</u> of the Public Records of said county.									
BASIS OF BEARING <u>SOUTHERLY R/W</u>	SOURCE OF INFORMATION <u>RECORD PLAT</u>								
CERTIFICATE									
I hereby certify that the survey shown hereon meets the minimum technical standards according to State of Florida Rule 61 G17-6 set forth by the Florida Board of Land Surveyors pursuant to Section 472.027 of Florida Statutes and is true and correct to the best of my knowledge and belief.									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>REVISIONS</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	REVISIONS	DATE							 Preston E. Polhill Florida Professional Land Surveyor No. 4860
REVISIONS	DATE								
SCALE <u>1" = 20'</u>	TYPE <u>AS-BUILT</u>	OWNER	FIELD DATE <u>12-21-97</u>	ORDER NO. <u>97-12-34</u>	FIELD BOOK/PAGE <u>09/05</u>				
 NORTHSTAR LAND SURVEYING, INC. 4220 MORELIA PLACE PENSACOLA, FLORIDA 32504 (904) 476-5432									

VALID ONLY  
 WITH  
 EMBOSSED SEAL  
 AND SIGNATURE

179 1259 7/11/98

# **BUDGET & FINANCIAL MANAGEMENT COMMITTEE**

Chairman: Commissioner Williamson  
Vice Chairman: Commissioner Cole

October 5, 2015

## **Budget:**

- 1) Discussion of MSBU Fee Comparison and petition process.
- 2) **Budget Amendment 2015 – 207** in the amount of \$ **1,864** to carry forwards funds in the Fine & Forfeiture Fund for books and publications for the Law Library.
- 3) **Budget Amendment 2015 – 208** in the amount of \$ **10,837** to transfer funds from the Reserve for Retirements to the Retirement Contributions account for retirement payouts.
- 4) **Budget Amendment 2015 – 209** in the amount of \$ **3,177** to carry forward funds for FY2015 communication expenditures due to the wireless project implemented ahead of schedule.
- 5) **Budget Amendment 2015 – 210** in the amount of \$ **18,760** to fund additional expanded services proposal with Pegasus Engineering for additional design services and grant application services for the Venetian Way/Coronado Dr. project as approved at the August 27, 2015 meeting. If the application is approved, expenditures may be reimbursable at 75%.
- 6) **Budget Amendment 2016 – 001** in the amount of \$ **24,878** to carry forward funds in the Bernath Place MSBU for bridge repairs.
- 7) **Budget Amendment 2016 – 002** in the amount of \$ **500,000** to carry forward unspent funds for the Public Safety Radio System upgrade as approved at the November 13, 2014 meeting.
- 8) **Budget Amendment 2016 – 003** in the amount of \$ **23,986** to recognize State of Florida Elections Grant and 15% County Matching Funds for Help America Vote Act requirements.
- 9) **Budget Amendment 2016– 004** in the amount of \$ **8,151** to roll over unspent authorization (BA 2015-104) associated with FMA grant (15FM-J2-01-67-01-276) to complete the elevation project at 3135 Harrison Street (lift). There is no match requirement.
- 10) **Budget Amendment 2016 – 005** in the amount of \$ **41,308** to roll over unspent authorization (BA 2015-090) associated with the Florida Defense Support Task grant (DTF 15-07) to complete the Whiting Field Entrance “Carwash” Project.

- 11) **Budget Amendment 2016 – 006** in the amount of \$ **78,000** to roll over unspent authorization (BA 2015-183) associated with the Florida Defense Support Task grant (DTF 16-03) to update the Land Acquisition Study.
  
- 12) **Budget Amendment 2016 -2007** in the amount of \$ **180,407** to roll over unspent authorized (BA 2015-170) associated with FMA grant (15FM-J9-01-67-01-486) to complete the elevation of the flood prone properties located at 1690 College Parkway, 8120 Glenview Road, and 6036 Saddle Club Road. There is no match requirement.

**County Expenditure/Check Register:**

- 13) Discussion of County Expenditures / Check Register

## Capital Improvement / Construction MSBU - Fee Comparison

Santa Rosa	Okaloosa	Escambia
No application fee	\$100 application fee	\$100 application fee
2% admin fee	5% admin fee	10% admin fee
10% construction cost contingency		10% construction cost contingency
		10% reserve all other costs

## Capital Improvement / Construction MSBU - Petition Comparison

Santa Rosa	Okaloosa	Escambia
60% Santa Rosa County resident owners	66% of property owners representing 66% of assessed properties	66% of current owners representing 66% of property (lots or front footage, measured consistent with the method of assessment)
	All non-related current owners of a parcel or the designated trustee	All non-related current owners of a parcel or the designated trustee
	All current owners who would be required to dedicate rights-of-way or easements	All current owners who would be required to dedicate rights-of-way or easements
Re-petition if bid cost exceed estimated cost by 20%	Re-petition if bid cost exceed estimated cost by 20%	Re-petition if bid cost exceed estimated cost by 20%

## Capital Improvement / Construction MSBU – Dissolution Comparison

Santa Rosa	Okaloosa	Escambia
N/A	\$100 application fee 66% of property owners representing 66% of assessed properties	\$100 application fee 66% of current owners representing 66% of property (lots or front footage, measured consistent with the method of assessment)

## Lighting / Service MSBU Fee Comparison

Santa Rosa	Okaloosa	Escambia
No application fee	\$100 application fee	\$100 application fee
2% admin fee	5% admin fee	10% admin fee
25% annual expenditures in reserve	120% annual expenditures in reserve	10% annual expenditures in reserve

## Lighting / Service MSBU Petition Comparison

Santa Rosa	Okaloosa	Escambia
Lighting: 60% Santa Rosa County residents Speed humps: 75% Santa Rosa County residents	51% property owners representing 51% of assessed properties	55% current property owners representing 55% of the property (lots or front footage, measured consistent with the method of assessment)
	All non-related current owners of a parcel or designated trustee	All non-related current owners of a parcel or designated trustee
Repetition if bid cost exceed estimated cost by 20%	Repetition if bid cost exceed estimated cost by 20%	Repetition if bid cost exceed estimated cost by 20%

## Lighting / Service MSBU Dissolution Comparison

Santa Rosa	Okaloosa	Escambia
N/A	\$100 application fee 51% property owners representing 51% of assessed properties	\$100 application fee 55% current property owners representing 55% of the property (lots or front footage, measured consistent with the method of assessment)

# 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: September 24, 2015

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>Fund 102:</b>	<b>102 – 3990001</b>	<b>Balance Forward</b>	<b>\$ 1,864</b>
	<b>5002 – 554001</b>	<b>Books/Pubs/Subs</b>	<b>\$ 1,824</b>
	<b>5002 – 552001</b>	<b>Operating Supplies</b>	<b>\$ 40</b>

**State reason for this request:**

Carry forward funds to pay FY15 expenditures.

**Requested by: Henry Brewton /s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-207**

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

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

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

BUDGET COMMITTEE ACTION

DATE: October 12, 2015

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 15th day of October, 2015.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

CP 8/20/15

SANTA ROSA COUNTY LAW LIBRARY  
PATRON ACCESS/BOX O  
TERI BEASLEY  
6865 CAROLINE ST STE O  
MILTON FL 32570-2212

00014914 West Payment

INVOICE # 832268803		WEST INFORMATION CHARGES INVOICE		PAGE 1
		JUL 01, 2015 - JUL 31, 2015		
DESCRIPTION	CHARGE IN USD	TAX IN USD	TOTAL CHARGE IN USD	
WEST INFORMATION CHARGES	911.95	0.00	911.95 <i>nylc</i>	
<p>APPROVED FOR PAYMENT            By: <i>Beasley Jones</i>            Date: <i>9/11/15</i>            Acci. # <i>5002/554001</i>            Ref. # _____</p> <p style="text-align: right;"><i>Joe Bell</i></p>				

**IMPORTANT NEWS**  
 Thank you for your business. For more information, please visit us on the web at [legalsolutions.thomsonreuters.com](http://legalsolutions.thomsonreuters.com)  
 PLEASE MAKE CHECKS PAYABLE TO

nt, please visit us on the web at  
 3 CORP.

**FOR BILLING INFORMATION CALL**  
 1-800-328-4880

1000345607

A

**RETURN BOTTOM PORTION WITH PAYMENT**

INVOICE # 832268803  
 INVOICE DATE 08/01/2015  
 ACCOUNT # 1003253079  
 VENDOR # 41-1426973  
 VAT REG# EU826006554

AMOUNT DUE IN USD 911.95  
 DUE DATE 08/31/2015  
 AMOUNT ENCLOSED IN USD \_\_\_\_\_

WEST INFORMATION CHARGES  
 JUL 01, 2015 - JUL 31, 2015

Thomson Reuters - West  
 Payment Center  
 P.O. Box 6292  
 Carol Stream, IL 60197-6292

SANTA ROSA COUNTY LAW LIBRARY  
 PATRON ACCESS/BOX O  
 TERI BEASLEY  
 6865 CAROLINE ST STE O  
 MILTON FL 32570-2212

ACCT# 1003253079

OK Beasley 9/14/15

SANTA ROSA COUNTY LAW LIBRARY  
PATRON ACCESS/BOX O  
TERI BEASLEY  
6865 CAROLINE ST STE O  
MILTON FL 32570-2212

INVOICE # 832459599

WEST INFORMATION CHARGES INVOICE  
AUG 01, 2015 - AUG 31, 2015

PAGE 1

DESCRIPTION	CHARGE IN USD	TAX IN USD	TOTAL CHARGE IN USD
WEST INFORMATION CHARGES	911.95	0.00	911.95

APPROVED FOR PAYMENT  
By: Beale Jones  
Date: 9/21/15  
Acct. # 5002/554.001  
Ref. # \_\_\_\_\_

*Jayne D. Bell*

IMPORTANT NEWS

Thank you for your business. For more information about us, or your account, please visit us on the web at [legalsolutions.thomsonreuters.com](http://legalsolutions.thomsonreuters.com)  
PLEASE MAKE CHECKS PAYABLE TO: THOMSON REUTERS-WEST PUBLISHING CORP.

FOR BILLING INFORMATION CALL

1-800-328-4880

1000345607

A

RETURN BOTTOM PORTION WITH PAYMENT

INVOICE # 832459599  
INVOICE DATE 09/01/2015  
ACCOUNT # 1003253079  
VENDOR # 41-1426973  
VAT REG# EU826006554

WEST INFORMATION CHARGES  
AUG 01, 2015 - AUG 31, 2015

AMOUNT DUE IN USD 911.95  
DUE DATE 10/01/2015  
AMOUNT ENCLOSED IN USD \_\_\_\_\_

Thomson Reuters - West  
Payment Center  
P.O. Box 6292  
Carol Stream, IL 60197-6292

SANTA ROSA COUNTY LAW LIBRARY  
PATRON ACCESS/BOX O  
TERI BEASLEY  
6865 CAROLINE ST STE O  
MILTON FL 32570-2212

0832459599 000000000000000000000000 20150901 ZCPG 000091195 0010 1003253079 2



PHONE 850-434-5588

DATE 08/12/15

ORDER # 1534434-0

REMIT TO:

6020 ENTERPRISE DRIVE  
PENSACOLA, FL 32505

PHONE (850) 434-5588  
TOLL FREE 1-800-336-5589  
FAX (850) 434-0089

SALESMAN 2130 TIME 16:35:27  
WRITER WEBO PAGE 1  
FEDERAL # 63-0967274S

CUSTOMER # SRCTAD DEPT MILT

CHARGE INVOICE

PO #

BILLING ADDRESS

ROUTE # OKAL  
REPRINT

SHIPPING ADDRESS

SANTA ROSA CO COURT ADMIN  
BOX H  
6865 CAROLINE STREET  
MILTON FL 32570

SANTA ROSA CO COURT ADMIN  
ROOM 105  
6865 CAROLINE STREET  
MILTON FL 32570

ITEM NBR.	CO.	DESCRIPTION	UN	QTY	B/O	SHIP	UNIT D	PRICE T	EXTENDED
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200020	ELI	**Attention :Blank Attention Who Called : BROOKE JONES C7115A TONER HP LJ10 Phone: -- Email: brooke.jones@flcourts1.gov SHIPPED WEIGHT ( 2.500)	EA	1		1		39.990 C	39.99
--------	-----	--	----	---	--	---	--	----------	-------

APPROVED FOR PAYMENT  
By: Brooke Jones  
Date: 9/11/15  
Acct. # 5002, 552 001  
Ref. # \_\_\_\_\_

*Jgr Bel*

ORIGINAL INVOICE- THANK YOU FOR YOUR BUSINESS!

SUB-TOTAL 39.99

TOTAL *myk* 39.99

# 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: September 24, 2015

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>Fund 001:</b>	<b>001 – 5990011</b>	<b>Retirement Reserve</b>	<b>(\$ 10,837)</b>
	<b>0012 – 52210</b>	<b>Retirement Contributions</b>	<b>\$ 4,197</b>
	<b>0130 – 52210</b>	<b>Retirement Contributions</b>	<b>\$ 1,793</b>
	<b>3400 – 52210</b>	<b>Retirement Contributions</b>	<b>\$ 4,847</b>

**State reason for this request:**

Carry forward Retirement Reserve and allocate for FY15 expenditures.

**Requested by: Henry Brewton /s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-208**

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

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

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

BUDGET COMMITTEE ACTION

DATE: October 5, 2015

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8th day of October, 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: September 28, 2015

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>Fund 001:</b>	<b>001 – 3990001</b>	<b>Balance Forward</b>	<b>\$ 3,177</b>
	<b>0100 – 541001</b>	<b>Communications</b>	<b>\$ 3,177</b>

**State reason for this request:**

Carry forward funds to pay FY15 expenditures (Southern Light).

**Requested by: Henry Brewton /s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-209**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 05, 2015

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

**PASSED AND ADOPTED** by the Board of County Commissioners of Santa Rosa County, Florida on this **8th day of October, 2015.**

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

Southern Light, L.L.C.  
 107 Saint Francis Street  
 Suite 1800  
 Mobile, AL 36602

# Invoice

DATE	INVOICE #
7/1/2015	21121-22207

BILL TO

Santa Rosa County Administration  
 Attn: Aleta Floyd  
 6495 Caroline Street  
 Suite L  
 Milton, FL 32570



P.O. NO.	TERMS	ACCOUNT #
	Net 30	

ITEM	DESCRIPTION	QTY	RATE	AMOUNT	
	July 1- July 31, 2015				
Private Line Service 0100-541001	10 MBPS Ethernet service between SRC Administration Milton, 6495 Highway 90, Milton, FL and Milton Ravine CO, 207 Ravine Street, Milton, FL	0100 1	541001 325.00	325.00	
Private Line Service 401-0660-541001	3 MBPS Ethernet service between Navarre Beach Water & Sewer, 1411 Utility Drive, Navarre, FL and SRC Administration Milton, 6495 Highway 90, Milton, FL	1	375.00	375.00	
Private Line Service 0630-541001	10 MBPS Ethernet service between Santa Rosa County Extension, 6263 Dorewood Dr, Milton, FL and SRC Administration M	1	600.00	600.00	
Private Line Service 0100-541001	5 MBPS Ethernet service SRC Midway Office, 58 SRC Administration Mi. and	0120 - NO money 2300 1	541001 320.00	320.00	
IP Service 2300-541001	5 MBPS Internet service SRC Administration Mil	1	50.00	50.00	
Private Line Service 4010-541001	5 MBPS Ethernet service SRC Tourist Development, 6545 Navarre Parkway, Navarre, FL and SRC Administration Milton, 6495 Highway 90, Milton, FL	1	344.00	344.00	
Private Line Service 0620-541001 200 0100-541001 288 541001 288	3 MBPS Ethernet service between SRC Soil Conservation Office, 3927 Florida 4, Jay, FL and SRC Administration Milton, 6495 Highway 90, Milton, FL	0620 1	541001 288.00	288.00	
<p>note: 0100-541001 Total = \$733 of above</p> <p>540.00 600.00 20.00 288.00 200.00 1250.00 1250.00 225.00 520.00 600.00 2350.00</p>					
Please remit to above address.				<b>Total</b>	\$2,302.00

#5862

Southern Light, LLC  
107 Saint Francis Street  
Suite 1800  
Mobile, AL 36602

# Invoice

DATE	INVOICE #
8/14/2015	21121-22347

BILL TO

Santa Rosa County Administration  
Attn: Aleta Floyd  
6495 Caroline Street  
Suite L  
Milton, FL 32570



P.O. NO.	TERMS	ACCOUNT #
	Net 30	

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
Private Line - Prorate 0100-541001	Prorate: July 1- July 31, 2015 5 MBPS Internet service at SRC Administration Milton, 6495 Highway 90, Milton, FL (Moricca Application)	1	796.80	796.80
Private Line - Prorate 0100-541001	5 MBPS Ethernet service between Tiger Point Community Center, 1370 Tiger Point Lane, Gulf Breeze, FL and SRC Administration Milton, 6495 Highway 90, Milton, FL	1	325.00	325.00
	0.00 T			
	0660-541001 375.00 MK			
	0630-541001 600.00 MK			
	<u>2300-541001 50.00 MK</u>			
	4010-541001 344.00 MK			
	1,369.00 T			
	325.00 +			
	320.00 +			
	288.00 +			
	796.80 +			
	325.00 +			
	796.80 +			
	<u>0100-541001 325.00 MK</u>			
	3,176.60 MK			
	1,369.00 +			
	3,176.60 +			
	<u>Total</u> 4,545.60 T			
<b>Total</b>				\$4,545.60

all

0.00 T  
 0660-541001 375.00 MK  
 0630-541001 600.00 MK  
2300-541001 50.00 MK  
 4010-541001 344.00 MK  
 1,369.00 T

2300  
 0100  
 NO money

3502

# 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: September 28, 2015

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

**Line Item Number    Description**  
**Amount**

<b>FUND 106:</b>	<b>9106 – 5990016</b>	<b>Reserves – Road &amp; Drainage</b>	<b>(\$ 18,760)</b>
	<b>9106 – 59100101</b>	<b>To Road &amp; Bridge Fund</b>	<b>\$ 18,760</b>
<b>FUND 101:</b>	<b>101 – 3810001</b>	<b>EFF Drainage Reserves</b>	<b>\$ 18,760</b>
	<b>2106 – 534001</b>	<b>Contractual Services</b>	<b>\$ 18,760</b>

**State reason for this request:**

Funds additional expanded services proposal with Pegasus Engineering approved at the August 27, 2015 meeting in the additional amount of \$18,760 for additional design services and grant application services for the Venetian Way/Coronado Dr. project. Should the application be successful, expenditures may be reimbursable at 75% as pre identified pre-award costs included in the grant application

**Requested by Sheila Fitzgerald/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2015-210**

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

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

**BUDGET DIRECTOR**

BUDGET COMMITTEE ACTION

DATE: October 5, 2015

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of October, 2015.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

**Jayne Bell**

---

**From:** Sheila Fitzgerald  
**Sent:** Monday, September 28, 2015 8:34 AM  
**To:** Jayne Bell  
**Cc:** Henry Brewton; Erica Grancagnolo  
**Subject:** Budget Amendment (FY 2015)- HMGP Grant Application Design Revision Venetian Way/Coronado Drive - Pegasus

Jayne,

Need a FY 2015 year-end budget amendment as follows:

From: 9106-5990016	Reserves – Road & Drainage	(\$18,760)
9106 – 59100101	To Road & Bridge Fund	\$18,760
To: 101 – 3810001	From Electric Franchise Fee Fund	\$18,760
2106 – 534001	Other Contractual Services	\$18,760

Funds additional expanded services proposal with Pegasus Engineering approved at the August 27, 2015 BOCC meeting in the additional amount of \$18,760 for additional 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](mailto: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](mailto: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: September 28, 2015

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>Fund 151:</b>	<b>151 – 3990001</b>	<b>Balance Forward</b>	<b>\$ 24,878</b>
	<b>8415 – 534001</b>	<b>Other Contractual Services</b>	<b>\$ 24,878</b>

**State reason for this request:**

Carry forward funds for bridge repair.

**Requested by: Henry Brewton /s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-001**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 12, 2015

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 15th day of October, 2015.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

# What's up Docks

6534 Lakeshore Drive  
Milton, FL 32570

# Invoice

Date	Invoice #
9/4/2015	377

Bill To
Bernath Bridge HOA Joel Porcher Milton, Fl. 32583

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	bridge repairs with new timbers	18,527.00	18,527.00
	new runners to remaining spans	16,000.00	16,000.00
	labor	14,000.00	14,000.00
	tractor with fuel costs	2,200.00	2,200.00
	dumpster and disposal	500.00	500.00
	overhead costs	10,245.40	10,245.40
	Deposit from MSBU manager \$24,878.00		
	Deposit from HOA \$13,520.78		
		Total	\$61,472.40

Phone # 850-623-2132    whatsupdocks1@gmail.com



# The Bernath Place

Homeowner's Association

Mr. Henry C. Brewton, Jr.  
Santa Rosa Administrative Offices  
6495 Caroline Street, Suite M  
Milton, FL 32570-4592

September 14, 2015

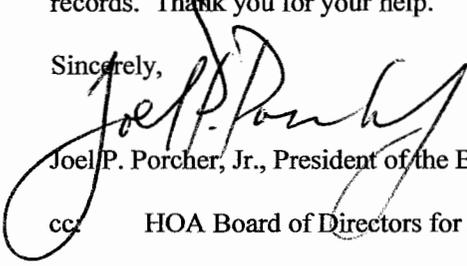
RE: Bernath Place MSBU, Request for Payment of \$24878.00 for What's UP Docks Invoice #377

Dear Mr. Brewton:

As you mentioned by letter dated June 26, 2015, we understand that \$24,878.00 is available for our bridge repair project from the Bernath Place MSBU. The enclosed Invoice #377 from What's Up Docks is requesting a deposit payment for materials. Please pay the portion for \$24,878.00 from our MSBU account. We will pay the remaining portion from our association bank account.

We request that you pay What's Up Docks directly and send us a non-negotiable copy of the check for our records. Thank you for your help.

Sincerely,

  
Joel P. Porcher, Jr., President of the Bernath Place Homeowners Association

cc: HOA Board of Directors for Next Board Meeting

### 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: September 29, 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	\$ 500,000
To:	3410 – 564001	Machinery & Equipment	\$ 500,000

**State reason for this request:**

Carries forward unspent funds for the Public Safety Radio System upgrade as approved at the November 13, 2014 Regular BOCC Meeting.

**Requested by Brad Baker /s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-002**

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

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

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

BUDGET COMMITTEE ACTION

DATE: October 5, 2015

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day of October, 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: September 29, 2015

FROM: **Supervisor of Elections**  
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 – 3341002	Help America Vote Act	\$ 20,857
	001 – 399001	Cash Carried Forward	\$ 3.129
To:	0060 – 5490039	Federal Elections (HAVA GRANT)	\$ 23,986

**State reason for this request:**

Recognizes State of Florida Federal Elections Grant and 15% County Matching Funds for Help America Vote Act requirements.

**Requested by Tappie Villane/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-003**

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 5, 2015

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

***PASSED AND ADOPTED*** by the Board of County Commissioners of Santa Rosa County, Florida on this ***8th day Of October, 2015.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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



Tappie A. Villane  
Supervisor of Elections

**received**  
9-3-15  
BCC  
Adm  
Jay

## Supervisor of Elections Santa Rosa County

6495 Caroline Street  
Suite F  
Milton, Florida 32570

# MEMO

To: Don Salter, Chairman of the Santa Rosa County Commission  
From: Tappie A. Villane, Supervisor of Elections *J. Villane*  
Date: August 31, 2015  
Re: 2015/2016 Federal Elections Activities Funds

---

I have attached the information regarding the 2015/2016 Federal Election Activities Funds (Help America Vote Act). I have highlighted the information on the attached chart that explains the funding for Santa Rosa County and what the County Matching Funds should be. Please complete Attachment A-2 certifying the county will provide the matching funds for this grant. Please return the completed form to the Supervisor of Elections Office. If you have any questions, please do not hesitate to let me know.

Thanks for your help!

**Certificate Regarding Matching Funds**

I, \_\_\_\_\_, Chairman of the Board of County Commissioners of \_\_\_\_\_ County, Florida, do hereby certify that the Board of County Commissioners will provide matching funds for the Federal Election Activities grant in county FY 2015-2016 to the Supervisor of Elections in an amount equal to at least 15% of the amount to be received from the state, which for \_\_\_\_\_ County is \$ \_\_\_\_\_. I understand that if the Board fails to appropriate the matching funds, all funds received from the state for this grant during the 2015-2016 state fiscal year will be required to be returned to the Department of State.

\_\_\_\_\_  
Chairman, Board of County Commissioners

\_\_\_\_\_  
Date

DEPARTMENT OF STATE  
DIVISION OF ELECTIONS  
FEDERAL ELECTION ACTIVITIES  
FY 2015-2016

County	2014 General Election Registered Voters	Federal Election Activities Funding Per County	County Matching Funds 15%
Manatee	212,609	\$35,638.17	\$5,345.73
Marion	216,012	\$36,208.59	\$5,431.29
Martin	105,248	\$17,641.99	\$2,646.30
Miami-Dade	1,300,455	\$217,986.24	\$32,697.94
Monroe	51,235	\$8,588.17	\$1,288.23
Nassau	55,696	\$9,335.93	\$1,400.39
Okaloosa	123,712	\$20,736.98	\$3,110.55
Okeechobee	19,480	\$3,265.30	\$489.79
Orange	723,401	\$121,258.68	\$18,188.80
Osceola	167,672	\$28,105.69	\$4,215.85
Palm Beach	852,211	\$142,850.21	\$21,427.53
Pasco	304,868	\$51,102.91	\$7,665.44
Pinellas	623,605	\$104,530.57	\$15,679.59
Polk	358,332	\$60,064.70	\$9,009.71
Putnam	45,153	\$7,568.68	\$1,135.30
St. Johns	160,561	\$26,913.73	\$4,037.06
St. Lucie	182,254	\$30,549.97	\$4,582.50
Santa Rosa	124,433	\$20,857.84	\$3,128.68
Sarasota	277,296	\$46,481.20	\$6,972.18
Seminole	266,005	\$44,588.57	\$6,688.29
Sumter	82,603	\$13,846.17	\$2,076.93
Suwannee	25,049	\$4,198.79	\$629.82
Taylor	12,109	\$2,029.75	\$304.46
Union	7,171	\$1,202.02	\$180.30
Volusia	330,613	\$55,418.36	\$8,312.75
Wakulla	18,817	\$3,154.16	\$473.12
Walton	41,778	\$7,002.96	\$1,050.44
Washington	14,473	\$2,426.01	\$363.90
<b>TOTAL</b>	<b>11,931,533</b>	<b>\$2,000,000.00</b>	<b>\$300,000.00</b>

**FY 2015-2016 APPROPRIATION - FEDERAL ELECTION ACTIVITIES** **\$2,000,000**

**2014 General Election-Total Number of registered voters in the state** **11,931,533**

**FUNDING LEVEL PER INDIVIDUAL VOTER** **\$0.1676**

(Based on FY 2015-2016 appropriation for Federal Election Activities divided by the total number of registered voters in the state for the 2014 General Election.)

# 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: September 30, 2015

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	104 – 3315009	Flood Mitigation Assistance Grant	\$ 8,151
To:	2412 – 534001	Other Contract Services	\$ 8,151

**State reason for this request:**

To roll over unspent authorization (BA 2015-104) associated with FMA grant (15FM-J2-01-67-01-276) to complete the elevation project at 3135 Harrison Street (lift). There is no match requirement.

**Requested by Erica Grancagnolo/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-004**

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

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

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

BUDGET COMMITTEE ACTION

DATE: October 5, 2015

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of October, 2015.***

ATTESTED:

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

\_\_\_\_\_  
CHAIRMAN

## Jayne Bell

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**From:** Erica Grancagnolo  
**Sent:** Wednesday, September 30, 2015 9:51 AM  
**To:** Jayne Bell  
**Cc:** Henry Brewton  
**Subject:** Budget Rollover Request 2013 Flood Mitigation Assistance Grant-Elevations

Jayne,

I need a budget amendment to roll over the unspent authorization from last year's BA (2015-104) associated with the Flood Mitigation Assistance (FMA) program grant for the elevation of the property located at 3135 Harrison St.

104-3315009	Flood Mitigation Assistance Grant	\$8,151
2412-534001	Other Contract Services	\$8,151

Rolls over unspent authorization (BA 2015-104) associated with FMA grant (15FM-J2-01-67-01-276) to complete the elevation project at 3135 Harrison St. (lift) There is no match requirement.

Erica Grancagnolo, Grants Manager  
Santa Rosa County BOCC  
6495 Caroline Street, Suite H  
(850) 981-2019  
[ericag@santarosa.fl.gov](mailto:ericag@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: September 30, 2015

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>From:</b>	<b>104 – 33420031</b>	<b>Florida Defense Task Force Grant</b>	<b>\$ 20,654</b>
	<b>104 – 3990001</b>	<b>Cash Carried Forward – REPI Funds</b>	<b>\$ 20,654</b>
<b>To:</b>	<b>4011 – 563001</b>	<b>Improvements Other Than Buildings</b>	<b>\$ 41,308</b>

**State reason for this request:**

To roll over unspent authorization (BA 2015-090) associated with Florida Defense Support Task grant (DTF 15-07) to complete the Whiting Field Entrance "Carwash" Project.

**Requested by Erica Grancagnolo/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-005**

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

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

**BUDGET DIRECTOR**

BUDGET COMMITTEE ACTION

DATE: October 5, 2015

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of October, 2015.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

## Jayne Bell

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**From:** Erica Grancagnolo  
**Sent:** Wednesday, September 30, 2015 10:24 AM  
**To:** Jayne Bell  
**Cc:** Henry Brewton  
**Subject:** Budget Rollover Request Florida Defense Support Task Force Grant (DTF 15-07)

Jayne,

I need a budget amendment to roll over the unspent authorization from last year's BA (2015-090) associated with the Florida Defense Support Task Force Grant.

104-33420031	Florida Defense Support Task Force Grant	\$20,654
104-3990001	Cash Carried Forward – REPI Funds	\$20,654
4011-563001	Improvements Other Than Buildings	\$41,308

Rolls over unspent authorization BA (2015-090) associated with Florida Defense Support Task Force grant (DTF 15-07) to complete the Whiting Field Entrance "Carwash" Project.

Erica Grancagnolo, Grants Manager  
Santa Rosa County BOCC  
6495 Caroline Street, Suite H  
(850) 981-2019  
[ericag@santarosa.fl.gov](mailto:ericag@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: September 30, 2015

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
<b>From:</b>	104 – 33420031	Florida Defense Task Force Grant	\$ 41,310
	104 – 3990001	Cash Carried Forward – REPI Funds	\$ 36,690
<b>To:</b>	4011 – 534001	Other Contract Services	\$ 78,000

**State reason for this request:**

To roll over unspent authorization (BA 2015-183) associated with Florida Defense Support Task grant (DTF 16-03) to update the Land Acquisition Study.

**Requested by Erica Grancagnolo/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. **2016-006**

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

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

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

BUDGET COMMITTEE ACTION

DATE: October 5, 2015

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

***PASSED AND ADOPTED*** by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of **October, 2015.**

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

## Jayne Bell

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**From:** Erica Grancagnolo  
**Sent:** Wednesday, September 30, 2015 11:16 AM  
**To:** Jayne Bell  
**Cc:** Henry Brewton  
**Subject:** Budget Rollover Request Florida Defense Support Task Force Grant (DTF 16-03 )

Jayne,

I need a budget amendment to roll over the unspent authorization from last year's BA (2015-183) associated with the Florida Defense Support Task Force Grant.

104-33420031	Florida Defense Support Task Force Grant	\$41,310
104-3990001	Cash Carried Forward – REPI Funds	\$36,690
4011-534001	Other Contractual Services	\$78,000

Rolls over unspent authorization BA (2015-183) associated with Florida Defense Support Task Force grant (DTF 16-03) to update the Land Acquisition Study.

Thank you,  
Erica Grancagnolo, Grants Manager  
Santa Rosa County BOCC  
6495 Caroline Street, Suite H  
(850) 981-2019  
[ericag@santarosa.fl.gov](mailto:ericag@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: September 30, 2015

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

ADDITION:  
MODIFICATION: X  
DELETION:  
OVERDRAFT:

	<u>Line Item Number</u>	<u>Description</u>	<u>Amount</u>
From:	104 – 3315009	Flood Mitigation Assistance Grant	\$ 180,407
To:	2412 – 534001	Other Contract Services	\$ 180,407

**State reason for this request:**

To roll over unspent authorization (BA 2015-170) associated with FMA grant (15FM-J9-01-67-01-486) to complete the elevation of the flood prone properties located at 1690 College Parkway, 8120 Glenview Road, and 6036 Saddle Club Road. There is no match requirement

**Requested by Erica Grancagnolo/s/**

BUDGET DIRECTOR ACTION

DOCUMENT NO. 2016-007

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

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

BUDGET DIRECTOR

BUDGET COMMITTEE ACTION

DATE: October 5, 2015

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

***PASSED AND ADOPTED by the Board of County Commissioners of Santa Rosa County, Florida on this 8<sup>th</sup> day Of October, 2015.***

ATTESTED:

\_\_\_\_\_  
CHAIRMAN

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

## Jayne Bell

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**From:** Erica Grancagnolo  
**Sent:** Wednesday, September 30, 2015 12:01 PM  
**To:** Jayne Bell  
**Cc:** Henry Brewton  
**Subject:** Budget Rollover Request 2014 Flood Mitigation Assistance Grant-Elevations

Jayne,

I need a budget amendment to roll over the unspent authorization from last year's BA (2015-170) associated with the Flood Mitigation Assistance (FMA) program grant for the elevation of three properties.

104-3315009	Flood Mitigation Assistance Grant	\$180,407.17
2412-534001	Other Contract Services	\$180,407.17

Rolls over unspent authorization (BA 2015-170) associated with FMA grant (15FM-J9-01-67-01-486) to complete the elevation of the flood prone properties located at 1690 College Pkwy, 8120 Glenview Rd, and 6036 Saddle Club Rd. There is no match requirement.

Erica Grancagnolo, Grants Manager  
Santa Rosa County BOCC  
6495 Caroline Street, Suite H  
(850) 981-2019  
[ericag@santarosa.fl.gov](mailto:ericag@santarosa.fl.gov)

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No support documentation for this agenda item.